

GISSING PARISH COUNCIL
Minutes of the Parish Council Meeting
On Tuesday 1st July , 7.30pm
At Gissing Community Building

Councillors Present	Cllr Eddington (Chair), Cllr Leeder, Cllr Bradley, District Cllr James Easter
In Attendance	2 parishioners, Parish clerk B Calton
174	To Welcome the Public
175	Councillor vacancy – Co-option & Clerk Vacancy Still no interest in Councillor role. We will ensure vacancy is on all noticeboards and on the website Bernie Calton accepted the position of Clerk ACTION Clerk would arrange the necessary contract and PAYE details for the Accountant. ACTION Councillors to agree pay to agree with Clerk and provide to Accountants
176	Adjournment of the meeting to receive reports from District and County Councillors 176.1 District and County Councillors District Councillor James Easter discussed the CAF grant which will be heard soon and that Heart of Gissing have applied for Devolution, Pylons and Solar farm. District Councillors full report is available on the website (see Minutes page and click on the link) 176.2 Public Participation Member of the public asked for an update on the village hall, which was briefly discussed. The Parish Council were going to be having regular meetings (prior to Parish Council meetings) and the Solicitor was currently undertaking tasks, DE was chasing 176.3 Community Groups Heart of Gissing – HofG were finalists for SNC Community Organisation of the Year – DE was attending an event on Friday being hosted by SNC. Successful event – Classic Cars and Open Gardens. (DB also said that this had been a successful day for the Pub). Regular Cafes were being held last Friday of the month through the summer and were being well attended.
177	To receive Apologies for absence County Cllr Rowett, Cllr Jordan
178	To record declarations of Interest on any items on this agenda None
179	To approve minutes of the meeting 6th May, APM and Annual meetings, and 3rd June 2025 & note any matters arising Minutes approved and signed accordingly for the record.

	179.1 Highways issue reporting at Grove Road Cattle Grid Highways have emailed to say that they have checked the grid and no action is necessary <i>ACTION</i> - Clerk to check with Cllr Jordan that this is a satisfactory response. 179.2 Local Government Re-organisation This has been discussed with Cllr James Easter. There were a few options for how re-organisation could take place, and further consultation is needed. 179.3 Re-direction of FP6 – update We were still awaiting a response as to how much longer this was going to take <i>ACTION</i> - Clerk to chase
180	To Consider any planning applications received An application classed as in Gissing Parish was on portal (located in Tibenham) Clerk has chased to see if Gissing should be commented and to ensure that email address has been amended as previously requested – 2025/1875 <i>ACTION</i> - Clerk will revert to Councillors should a response be required
181	Parish Partnership Money was available for Highways projects within villages. It was suggested that potentially FP6 may require posts, surfacing etc once it is open. The initiative is open for submissions until 1st December. The purchase of an additional SAMS machine was discussed and would be investigated <i>ACTION</i> - Clerk will bring to councillors should FP6 be in a position for use by that date. Cllr Leeder would look into cost of a SAMS machine
182	Review of Policies Policies reviewed:- Risk Management Policy Financial Regulations Biodiversity Policy General Data Protection Regulation Policy Privacy Statement Annual Review of the Effectiveness of Internal Control Model Standing Orders <i>ACTION</i> - All documents read, amendments agreed, signed and dated for re-issue to be updated to website by the Clerk
183	Finance and Clerks Report To ratify Income and Expenditure for May/June 2025 Ratified, report circulated at meeting. <i>Appendix 1</i> Unity Trust Bank have opened the new Accounts for J B Philip Memorial Fund and for Gissing Village Hall Association as agreed previously. Clerk has transferred funds from Memorial Fund into this new account and completed the form for Lloyds to transfer funds directly. <i>ACTION</i> – Clerk to email signed form to Lloyds Commercial Clerk called CCLA to find out if they had received and actioned the new mandate for the Parish Land COIF account. They confirmed it hadn't but would accept a signed copy.

	<i>ACTION</i> – Clerk to arrange for Cllr Jordan to add his signature upon his return and forward to CLLA Vat Claim for 2024/2025 tax year has been received Leah Smith had completed the Internal Audit and completed the relevant section of the AGAR form. <i>ACTION</i> – Clerk to update website
184	Newsletter Clerk had not had time to complete the newsletter on time. Items for the newsletter were discussed to make it relevant and useful to parishioners. <i>ACTION</i> – Cllrs would let Clerk have ideas and information in order for this to take place – it is hoped to have the first draft done and ready by the next meeting.
185	To receive items for the next agenda
186	To confirm date of next meeting at Gissing Community Building 2nd September 6.45pm – Gissing Village Hall 7.30pm – Gissing Parish Council

APPENDIX 1

Parish Council Meeting - 1st July 2025

Agenda item 182-183 - FINANCE AND CLERKS REPORT

New accounts have been opened for Dr J B Philip Memorial Fund and Gissing Village Hall Association

Funds have been transferred into the Memorial Fund account and I have the signed paperwork for funds at Lloyds (Gissing Village Hall) to be transferred into the new Unity Trust Account. These accounts are now listed below.

Balances as at 01.07.2025				
	Current Account (20427951)			£957.42
	Savings Account (20427964)	Transfer from Current Transfer to 20534307 – 26/6 Credit Interest -30/6	£2,000.00 £1,610.00 £70.01	£10,876.16 £12,876.18 £11,266.16 £11,336.17
	Gross total			£11,336.17
		CIL Payments unallocated		£ 1,345.55
	Available funds			£ 10,948.04
	Dr J B Philip Memorial Fund (20534307)	23.06.25 26.06.25 30.06.25	A/c opened Transfer of funds Interest	£0 £1,610.00 £0.50
	PARISH LAND – Charity Account (20427977)	30.04.25 30.05.25 30.06.25	Opening Balance CCLA - £64.68 Interest - £17.28	£2,932.95 £2,997.63 £3,014.91
	<i>I have called CCLA today to chase completed Mandate as we haven't heard anything yet. They have not received the form but if we sign the copy (by Trustees named in Section 10 and state on the front of the form original form did not arrive with them) they will use that.</i>			
	GISSING VILLAGE HALL ASSOC	30.06.25		£139.18
	<i>Form completed – funds to be transferred into Unity Trust Bank account - 20534323</i>			

	To note credits and receipts 07.05.25 – 01.07.25		DEBITS	CREDITS
08.05.25	DMEddington	Post Mix	35.64	
08.05.25	Newman & Co	PAYE Filing	180.00	
08.05.25	Lisa Fountain	Salary	205.64	
13.05.25	NorfolkALC	Membership	62.85	
13.05.25	Gissing Support Group – Grant	VE Day Support	100.00	

Gissing Parish Council – gissingparishclerk@hotmail.com
Minutes of meeting held 01 July 2025

Signed.....

13.05.25	Zurich Insurance	Parish Council Insurance	241.00	
13.05.25	David Cobb	Maintenance	104.00	
31.05.25	Unity Trust Bank	Service Charge	6.00	
10.06.25	David Cobb	Maintenance	80.00	
10.06.25	HMRC Cumberland	NI/TAX	9.60	
12.06.25	HMRC/Vat Refund	Vat 2024-25		337.10
30.06.25	Unity Trust Bank	Service Charge	6.00	
	Totals		£ 1030.73	£ 337.10
	Payments to be approved			
	Leah Smith – Internal Auditor - £75			
	D/D payments due and upcoming payments to note			

NOTE TO REMEMBER – WIX PAYMENTS ARE COMPLETED ON A DEBIT CARD – THIS HAS BEEN UPDATED TO BERNIES PERSONAL CARD AS WE DO NOT HOLD ONE FOR UNITY TRUST BANK

Section 137 Expenditure - Under Section 137, expenses that may be incurred by a parish council include, but are not limited to:

- ✓ Donations to Charities: A council might decide to make a donation to a local charity that provides services benefiting the local community.
- ✓ Grants for Local Clubs: Supporting local youth clubs, senior citizen clubs, or other community groups that offer beneficial services or activities to residents.
- ✓ Awards and Prizes: For local competitions, perhaps to encourage community spirit, art, or environmental awareness.

2025/2026 £11.10 per electorate

2024/2025 £10.81 per electorate (226)

2023/2024 £9.93 per electorate