

GISSING PARISH COUNCIL

Minutes of the Annual Parish Council Meeting

On Tuesday 5th May 2026, 7.30pm

At Gissing Community Building

| | | |
|----------------------------|--|--|
| Councillors Present | Cllr Eddington (Chair), Cllr Jordan, Cllr Bradley, District Cllr James Easter, County Cllr Catherine Rowett | |
| In Attendance | 2 parishioners, Parish clerk Absent | |
| 232 | To Welcome the Public | |
| | <p>Election of Chair Resolved that Councillor David Eddington voted as Chair Resolved that Councillor Dawn Bradley-Smith voted as Vice-Chair</p> | |
| 233 | <p>Adjournment of the meeting to receive reports from District and County Councillors</p> <p>233.1 District and County Councillors:</p> <p><u>District Councillor Easter</u> Councillor Easter provided some leaflets regarding scams to be placed in the Community Building to raise awareness. More were available should they be required.</p> <p>Fly tipping should be reported online via our website or via Norfolk County Council website. The Parish Council can also report on a member of the public's behalf if access to the internet is limited. Once reported fly-tipping is usually collected within 7 days</p> <p><u>County Cllr Catherine Rowett</u> Report is available on our website. https://www.gissingpc.info/</p> <p>233.2 Public Participation A member of the public attended the meeting to ask for further information regarding purchase of Council owned property. James Easter would look into this and revert to the Clerk who could contact the parishioner directly.</p> <p>Fly-tipping – see District Councillor section above</p> <p>233.3 Community Groups Community Building - Classic cars May 31st 2026, Bands, Mini Fete, games & Stalls. FOGC – largest 3 windows have been completed. A request was made for help with funding in the future. This will be on the next agenda Litter Pick carried out 28 March saw 18 volunteers and 20 bags of rubbish collected.</p> | |
| 234 | <p><u>To receive Apologies for absence</u> None</p> | |
| 235 | <p><u>To record declarations of Interest on any items on this agenda</u> None</p> | |

| | | |
|-----|--|--|
| 236 | <p>To approve minutes of the meeting 3rd March 2026 and note any matters arising Minutes approved and signed accordingly</p> <p>236.1 – New Footpath Map Highways are unable to supply. Currently those to be purchased have not been amended. Clerk to try to obtain an online copy and have printed.</p> <p>236.2 – Village Hall Confirmation of the reinstatement of the GVHA as agreed at Parish Council Meeting March 2026. At a meeting of prospective members of a renewed Gissing Village Hall Association 28th April 2026, convened to inform attendees of the ongoing issues surrounding the sale of the Old Village Hall and to discuss related matters, the following individuals agreed to formalise their roles in accordance with the current Trust Deed as reinstated founder members of the GVHA. Their names are as follows: David Eddington; Paul Leeder; Howard Dyke; Paul Wright; Sue Wright; Sarah Willett; David Reynolds; Rose Eddington; Kevin Jordan; Dawn Bradley-Smith</p> <p>Initially the purpose for the trustees would be to facilitate the sale, and all that entails, of the Village Hall and to help do so they would like to encourage other members to join the Trust. They also felt that it was important to keep the Village informed of progress. It was considered necessary to review the Trust Deed (Governing Document) and to update as appropriate and to ensure that should the Hall be sold the Charity would be in a strong position to deal with matters. They will also consult with the Charity Commission as and when necessary to ensure correct procedure is followed. Karen Birchall (Solicitor) and Rose Eddington has now sent Deed of Release to Stuart Jones (Church Solicitor) but to date it has not been reviewed by them.</p> <p>236.3 – Pot Holes Some potholes have been filled - there are some more which will be reported. CLERK</p> <p>236.4 – Stiles Jonathon Cole has been in touch to say that these have been completed. RESOLVED that Cllr DBS would document Stiles in the village</p> | |
| 237 | <p>Planning Applications None</p> | |
| 238 | <p>Finance and Clerks Report To ratify Income and Expenditure Finance report attached Request from Church for funding help with window replacement. Clerk to check S137 expenditure; some of this has been used to aid refurb of toilets in Children Centre. <i>POST MEETING NOTE - £11.60 per electorate 2026/2027 tax year (to date waiting for numbers of electorates)</i> Parish Land Constitution to be checked to confirm how monies can be spent</p> <ul style="list-style-type: none"> - <i>What – General Charitable Purposes. The prevention or Relief Of Poverty</i> - <i>Who it helps – Children/Young People, Elderly/Old People, People with Disabilities, Other Charities or Voluntary Bodies</i> | |
| 239 | <p>To receive items for the next agenda Footpath Map; Stiles; S137 Expenditure; Fly-Tipping Signs; Funding for</p> | |

| | | |
|------------|--|--|
| | Church | |
| 240 | Next Meeting :- 2 nd June 2026 7:30pm (Finance Meeting) 2 nd June 2026 8pm (Extra-Ordinary Meeting – Planning) 7 th July 2026 7.30pm – Gissing Parish Meeting | |

Parish Council Meeting - 5th May 2026

238 Agenda item - FINANCE AND CLERKS REPORT

Please see below payments made and received since last meeting.

VAT RETURN – 2025 to 2026 tax year completed to be signed off – total refund £330.77

| Balances as at 05.05.2026 | | | | |
|----------------------------------|---|-----------------|----------------------------|------------------------|
| | Current Account (20427951) | | Balance b/f | £ 1249.18 |
| | <i>Payments since last meeting</i> | <i>Debit</i> | <i>Credit</i> | <i>Description</i> |
| 09.03.26 | B Calton (Jan and Feb) | 292.50 | | Payroll |
| 09.03.26 | David Cobb | 120.00 | | Inv 199 Maintenance |
| 09.03.26 | Newman & Co | 90 | | Payroll service |
| 17.03.26 | PFK Littlejohn | 96.00 | | Submission Fee |
| 17.03.26 | Norfolk ALC | 168.85 | | Subscription fee |
| 31.03.26 | Service Charge | 7.00 | | Service Charge |
| 01.04.26 | Heart Of Gissing | £18.00 | | Hall Hire |
| 27.04.26 | South Norfolk District Council | | £3,463.00 | Precept payment |
| 30.04.26 | Service Charge | £7.00 | | Service Charge |
| | March 2026 Income/Expenditure | £ 799.35 | £ 3,463.00 | |
| 05.05.26 | Closing Balance | 05.05.26 | | £ 3,912.83 |
| | | | | |
| | Savings Account (20427964) | 02.03.26 | Balance b/f | £ 11,869.87 |
| | | 31.03.26 | Interest £64.91 | £ 11,934.78 |
| | | 30.04.26 | Closing Balance | £ 11,934.78 |
| | | | | |
| | Dr J B Philip Memorial Fund (20534307) | 02.03.26 | Balance | £1,628.56 |
| | | 31.03.26 | Interest £8.40 | £1,636.96 |
| | | 30.04.26 | Closing Balance | £1,636.96 |
| | | | | |
| | VILLAGE HALL (20534323) | 31.03.26 | Balance b/f | £ 140.66 |
| | | 31.03.26 | Interest £0.73 | £ 141.39 |
| | | 30.04.26 | Closing Balance | £ 141.39 |
| | | | | |
| | PARISH LAND – Charity Account (20427977) | 31.03.26 | Balance b/f | £3,264.50 |
| | | 30.04.26 | Closing Balance | £3,264.50 |
| | | | | |
| | PAYMENTS to be approved | | | |
| | B Calton | Mar 2026 | £ 60.00 | |

| | | | | |
|--|--|---|-------------------------------------|--|
| | | Apr 2026 | <u>£ 187.50</u> <u>£ 247.50</u> | |
| | David Cobb – Inv 216 | Maintenance | £ 81.00 | |
| | Heart of Gissing Hall Hire – 24.03.26 Meetings not yet invoiced Mar/April | | £ 9.00 <u>£ 36.00</u> £ 45.00 | |
| | Newman & Co | Payroll Charge Jan – Mar and year end | £ 180.00 | |
| | David Eddington | Timber (reimbursement) | £ 32.70 | |
| | Heart of Gissing | Grant towards toilet refurbishment | £ 2,000.00 | |
| | D/D Payments due and upcoming payment to note | | | |
| | Unity Bank | Service Fee 30.05.26 | £ 7.00 | |

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 - £2,419.80 – (218)

2024/2025 £10.81 per electorate (226) - £2443.06

2023/2024 £9.93 per electorate