

GISSING PARISH COUNCIL

Minutes of the Parish Council Meeting On Tuesday 10th September 2019 7.30 pm at Gissing Community Building

Councillors Present: Cllr J Cromley (Chair), Cllr D Eddington, Cllr M Harrowven and Cllr S Sell

In attendance: District Cllr J Easter, Sara Campbell (Parish Clerk) and 1 member of the public.

1.	To record apologies for absence Apologies were accepted from Cllr Matthew Harrowven.	
2.	To record declarations of interest in items on the agenda None	
3.	To approve the Minutes of the previous meeting held on 11th June, 2019: The minutes of the meeting held on 11 th June, 2019 previously circulated to all Members of the Council were proposed by Cllr Mike Harrowven, seconded Cllr S Sell and unanimously agreed.	
4.	Adjourn the meeting at 7.35 pm to allow public participation: 4.1 None 4.2 Report received from District Cllr Easter	
5.	Meeting Re-convene at 7.42 pm	
6.	To receive the Clerks Report: The Clerk brought to the attention of the Council: <ul style="list-style-type: none">• Highway Rangers visit due soon and compiled a list of jobs to be done.• E-mail from Robert West – Highway Engineer regarding funding for improvements to the Gissing Community Building carpark	
7.	To adopt the Members Code of Conduct: The Code of Conduct for Councillors had been circulated to all Councillors prior to the meeting. Cllr J Cromley proposed the adoption of the Code of Conduct, seconded Cllr D Eddington and unanimously agreed.	
8.	To receive an update on the Queen's Commonwealth Forestry project: Thank you to Cllr Sell for erecting the plaque, the project is now complete. Cllr Eddington will contact the village tree warden regarding the management of the trees.	
9.	To consider the donation of the 66 remaining "Parish Mugs" to the Gissing Community Building (GCB) The mugs cost the Council £2.90 each. It was agreed to delay the donation of the mugs until after the village fete, will try to sell some there.	
10.	To agree the information to be displayed in the adopted phone box: The Council thanked Cllr Sell for the time he has put into renovating the adopted phone box. An LED sensor light to still be installed. The phone box will be used as a Gissing information hub and will included a map and information on walks around the village.	

11.	<p>To receive an update on the sale of the Village Hall: Cllr Eddington has circulated an email from Willet & Co. The email is suggesting a payment to the Church of £5,000 (£2,000 to lift the covenant and £3,000 to cover legal fees) – it was agreed to defer this payment to the September meeting.</p>	
12.	<p>To discuss the plans for the completion of the Gissing Community Building carpark: Waiting to hear regarding funding. It was suggested considering putting in electric vehicle charging points, three-phase power is required. Another suggestion was a car share program with an electric car being available in the carpark for parishioners to share.</p>	
13.	<p>To discuss general highways issues including the railway bridge: The wooden fence beside the railway bridge on Glebe Road is rotten and dangerous, if pushed would fall onto the railway track. Contact Network Rail and Report to Highways.</p>	Clerk
14.	<p>To consider a tree planting plan across the Parish: It was suggested that the small square of land on the right of the entrance to the Gissing Community Building carpark could be rented and a Community Orchard created. The Tree Warden is happy to look at the Parish trees and map where others could be planted. Cllr Eddington will liaise with the Tree Warden and ask him to advise the Council.</p>	Cllr Eddington
15.	<p>To consider the replacement of Noticeboards: Cllr Sell has repaired the noticeboard on the corner of Upper Street/New Road. The Bowling Green noticeboard needs a coat of paint. Cllr Sell will look at the noticeboard on Mill Green. A new noticeboard could be situated by the phone box, move the Parish Map closer to the phone box too.</p>	
16.	<p>To consider conducting a Parish survey – agree content for inclusion: Cllr Mike Harrowven circulated a paper prior to the meeting. It was agreed that conducting a Parish Survey was a good idea. The Council decided that a Working Group should be formed to discuss the content and a draft would be created for discussion at the next meeting in September. The working group will consist of Cllr Mike Harrowven, Cllr Cromley, Cllr Sell and Parish resident Mr C Tyler.</p>	
17.	<p>To consider preparing a village design statement: To be discussed as part of the Parish Survey.</p>	
18.	<p>To receive an update on the withdrawal of the planning application on the brown field site: A member of the Parish has been offered a 15 year lease to create an Enterprise Zone. Blue Sky who own the land are helping to secure funding.</p> <p>Councillors raised concerns that this is a valuable plot and the withdrawn application was for 4 dwellings. South Norfolk Council are currently buying green field sites in neighbouring parishes, seems odd that an application is withdrawn for a brown field site. District Cllr J Easter will investigate further.</p>	
19.	<p>To discuss the housing development requirements of the Parish: To be discussed as part of the Parish Survey.</p>	

20.	To comment on and/or Approve/Refuse any current planning applications: None	
21.	To receive and update on any previous planning applications: None	

22. **FINANCE**22.1 **AUTHORISATION FOR PAYMENT:**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT
100668	Sara Campbell	Salary & Expenses	253.60	
100669	Heart of Gissing	Hall Hire	14.00	
TOTAL £			267.00	

Proposed Cllr X, seconded Cllr X and unanimously agreed.

RECEIPTS THIS MONTH:

Date	Account	Received From	Amount

22.2 **RESPONSIBLE FINANCE OFFICER REPORT:**

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	7,599.15		
Receipts this month (Community Account listed above): B			
Payments this month (listed above): C		267.00	
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance			5,722.15
Reserve account (Business Premium 50340898) Opening Balance £362.96 Interest 3-6-19	0.18		363.14
Allocated Funds (Listed Below) =			(1,610.00)
Community Account + Reserve Account - Allocated Funds = AVAILABLE TO SPEND			4,475.29

22.3 **ALLOCATED FUNDS**

Details	Balance 1/4/18	CR/DR	Balance
Dr J B Philip Memorial Fund	1,610.00		1,610.00

		TOTAL £	1,610.00		1,610.00
PARISH LAND ACCOUNTS					
Business Premium 50573639 COIF Account 45216001T (460 units held)					1,264.42 7,165.24
23.	To receive an update on Correspondence received: The correspondence list was circulated to Councillors if any Councillor would like a copy of the correspondence please contact the Clerk.				
24.	To receive and discuss items from Parish Councillors: <ul style="list-style-type: none"> • Footpath Maps – the footpath map needs restoring back to original. • B4RN - still a debate on crossing at Burston. Network Rail not being very helpful. • Sign for the Gissing Community Building – Parish Council to work with a couple of representatives from the Village Hall to agree a design and position for the sign. • Welcome Brochure – to give to new residents of the village, to contain useful phone numbers, Church details and Club contacts. • Diss Express – Cllr Cromley suggested sending a Parish Council report into the Diss Express • Parish Furniture – currently this is being stored in a barn in Aslacton. Move back to the village after the village fete. A member of the public is interested in purchasing some trestle tables. 				
25.	To agree the contents of a Summer Newsletter: It was decided to leave a Summer Newsletter and produce an Autumn one to include the Parish Survey.				
26.	To agree the proposed time and date of next meeting: The next meeting will be held on 10th September, 2019 at 7.30pm, Gissing Community Building				
Meeting Closed at 10.08 pm					