

## THURSTON PARISH COUNCIL

Parish Council Office

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The Parish Councillors of THURSTON PARISH COUNCIL are summoned to attend a meeting of the Parish Council, which will be a video meeting via Zoom, on Wednesday 6<sup>th</sup> May 2020 commencing at 7.00pm.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes and all public documents associated with this agenda will be published as usual.

### Public Attendance

Members of the public and press are welcome to join the Zoom meeting. Members of the public will be invited to give their views/questions the Parish Council on issues on the agenda or raise issues for consideration or inclusion at future meetings. This item will be limited to 15 minutes duration but may be extended at the discretion of the Chairman.

To join this meeting, either as a Councillor or a member of the public, please select the link below and enter the Meeting ID and Password when prompted:

<https://us02web.zoom.us/j/85316862954?pwd=RDU0R3NJeFYvU0VqYlZrdGZlbnBoQT09>

Meeting ID: 853 1686 2954

Password: 354643

## A G E N D A

1.	Opening including Statement	7.00
2.	Apologies – a) Council to receive apologies for absence b) Council to consent to accept apologies received	7.02
3.	Declarations of pecuniary and local non-pecuniary interests a) To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature inc. gifts of hospitality exceeding £25 b) To receive declarations of lobbying for planning matters on the agenda c) To receive requests for dispensations	7.05
4.	To note the minutes of the following meetings: <i>(all as previously circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting</i> <ul style="list-style-type: none"><li>• Parish Council Meeting 4<sup>th</sup> March 2020</li><li>• Parish Council Meeting of 18<sup>th</sup> March 2020</li><li>• Video Conference Meeting of 22<sup>nd</sup> April 2020</li><li>• Video Conference Meeting of 29<sup>th</sup> April 2020</li></ul>	7.10
5.	REPORTS FOR INFORMATION – to receive written reports for information only <ul style="list-style-type: none"><li>• Report from County Councillor Penny Otton</li><li>• Report from District Councillors Harry Richardson and Wendy Turner</li></ul>	
6.	PUBLIC FORUM – to receive reports for information <ul style="list-style-type: none"><li>• Members of the public – to receive questions and matters of concern from those in attendance</li><li>• Members of the public – to receive the alternative proposal for Thurston Allotments and Wildlife Habitat as submitted by Mr A Noble, resident of Thurston</li></ul>	7.25
7.	Police Matters – a) to receive a report from PCSO Smith on crimes relating to Thurston	7.40
8.	Statutory Business – <i>to view associated papers please use the following web-link:</i> <a href="https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/">https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/</a> a) Governance - External Audit – to delegate authority to the Clerk and Responsible Officer to take any action needed to execute the Council's statutory responsibilities in respect of audit, and also permit the Chair of the Parish Council to sign any related undertakings where necessary. <i>Matters to be discussed under External Audit relate to Agenda Items 10b, 10d and 10e</i>	7.45

	<p>b) To receive an update of the roll-out of the Parish Council's Emergency Plan Covid-19.</p> <p>c) To consider the proposal by Suffolk County Council to extend the existing 30mph speed limit on Norton Road Thurston from a point 100m east of its junction with Sandpit Lane, in an easterly direction to a point of 226m east of the centre of its junction with Church Road, a total distance of approximately 700m (<i>Paper 1 – 06.05.20 and Paper 2</i>)</p>	
9.	<p>To consider matters relating to Network Rail:</p> <p>To receive an update on safety works / improvements to Thurston Railway Station – to note that there is to be a meeting with Infrastructure Officers at MSDC and SCC; representatives from Network Rail and Thurston Parish Council later in the month of May to discuss the latest Feasibility Study carried out by Network Rail on the Thurston Station Level Crossing.</p>	8.00
10.	<p>Finance - to view all associated papers please use the following web-link:  <a href="https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/">https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/</a></p> <p>a) To receive and adopt the Annual Internal Audit Report for the year ending 31<sup>st</sup> March 2020 as produced by the Council's appointed Internal Auditor (<i>Paper 3 – 06.05.20</i>)</p> <p>b) To approve the Statement of Accounts for Thurston Parish Council for the year ending 31<sup>st</sup> March 2020 (<i>Paper 4 – 06.05.20</i>).</p> <p>c) To note and approve the movement to/from the Council's Reserves for the year ending 31<sup>st</sup> March 2020 (<i>Paper 5 – 06.05.20</i>)</p> <p>d) To consider and approve the completion of the Statement of Assurance (Section 1) for the year ending 31<sup>st</sup> March 2020 as per the Annual Governance and Accountability Return (AGAR) (<i>Paper 6 – 06.05.20</i>)</p> <p>e) To consider and approved the Accounting Statements for the year ending 31<sup>st</sup> March 2020 as transposed onto the AGAR (<i>Paper 7– 06.05.20</i>)</p> <p>f) To note the Budget to Actual for the Year ending 31<sup>st</sup> March 2020 (<i>Paper 8 – 06.05.20</i>)</p> <p>g) To approve the accounts awaiting payment including those coming forth (<i>Paper 9 – 06.05.20</i>)</p> <p>h) To note the accounts paid since the last meeting (<i>see Paper 10 – 06.05.20</i>)</p> <p>i) To note receipts allocated since the last meeting (<i>see Paper 11 – 06.05.20</i>)</p> <p>j) To consider and receive the Bank Reconciliation for the period ending 30.04.2020 (<i>Paper 12/06.05.20</i>)</p> <p>k) To agree to the request for the Clerk to carry over annual leave entitlement from 2019-2020 of 9.92 days and to request that this be phased in during May - July</p> <p>l) To agree to the request for the Clerk to be paid the Allowance for Working from Home effective 23 March - £4 per week for March 2020 and £6 per week from April 2020 as per HM Revenue and Customs Guidelines – during the COVID-19 lockdown measures.</p>	8.20
11.	<p>Clerks Report – to receive the Clerks report and in particular:</p> <p>a) to receive the reports of items actioned under delegated powers</p> <p>b) to receive items of correspondence for noting only</p>	8.45
12.	<p>To confirm the date of future meetings:</p> <p>a) 15<sup>th</sup> May 2020 – Policy and Resources Committee Meeting – via Zoom – commencing at 1.30pm</p> <p>b) 20<sup>th</sup> May 2020 – full Council Meeting – via Zoom - commencing at 6.30pm</p> <p>c) 3<sup>rd</sup> June 2020 – full Council Meeting – via zoom – commencing at 7.30pm</p>	8.55
13.	<p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed – none to be transacted</p>	9.00
14.	<p>Close of the Meeting</p>	9.00

*Victoria S Waples*

Victoria S Waples  
Proper Officer to the Council  
29.04.2020

