

## THURSTON PARISH COUNCIL

Parish Council Office

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The Parish Councillors of THURSTON PARISH COUNCIL are summoned to attend the Annual Parish Council Meeting, which will be a video meeting via Zoom, on Wednesday 5<sup>th</sup> May 2021 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.

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/86810602506?pwd=ejMzWm8xVEJ3S2Fvb010NU55Wk1DZz09>

Meeting ID: 868 1060 2506

Passcode: 753133

## AG E N D A

1.	Opening including Statement	7.00
2.	Election of Chair inc. signing of the Declaration of Acceptance of Office for the position	
3.	Election of Vice-Chair inc. signing of the Declaration of Acceptance of Office for the position	
4.	Apologies – a) Council to receive apologies for absence b) Council to consent to accept apologies received	7.02
5.	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
6.	a) To receive and consider 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>• Video Conference Meeting of 7<sup>th</sup> April 2021.</li><li>• Video Conference Committee Meeting of 14<sup>th</sup> April 2021.</li></ul> b) To note the minutes of the Planning Committee: <ul style="list-style-type: none"><li>• Video Conference Planning Meeting of 14<sup>th</sup> April 2021 – <i>Approved</i></li><li>• Video Conference Planning Meeting of 28<sup>th</sup> April 2021 – <i>Draft</i>.</li></ul>	7.10
7.	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>	7.15
8.	PUBLIC FORUM – <ul style="list-style-type: none"><li>• to receive questions and matters of concern from members of the public in attendance on the agenda submitted.</li><li>• to receive comments or questions relating to Thurston in general.</li></ul>	7.30
9.	Police Matters – a) to receive a report from PCSO Smith on crimes relating to Thurston. b) to consider matters for referral to Stowmarket SNT	7.45

10.	<p>Statutory Business – to view 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 review Council’s Committee Membership on the following Committees of the Parish Council:  Policy and Resources Committee – 5 elected  Planning Committee – 6 Councillors  Recreational Facilities Committee – 5 Councillors  Climate Awareness and Environment Committee – 6 Councillors  Emergency Planning Committee – 5 Councillors</p> <p>b) To confirm the appointment of Parish Council Representatives on the following Bodies:  Cavendish Hall Management Trust  Thurston Community College Forum  SALC Area Forum  Friends of Thurston Library  Parish Infrastructure &amp; Investment Group  Local Recorder for Thurston  Parish Tree Warden for Thurston  Parish Footpath Warden for Thurston  Thurston Youth Council</p> <p>c) To confirm that the Council’s 3 Year Business Plan will be circulated for discussion at the meeting scheduled for 2<sup>nd</sup> June 2021</p> <p>d) To confirm that Council Engagement Strategy will be reviewed at the same meeting</p> <p>e) To review the Council’s Terms of Reference for the following committees:  <a href="https://thurstonparishcouncil.uk/parish-council/roles-and-responsibilities-of-the-parish-council/">https://thurstonparishcouncil.uk/parish-council/roles-and-responsibilities-of-the-parish-council/</a>  Climate Awareness and Environment Committee  Emergency Planning Committee  Planning Committee  Policy and Resources Committee  Recreational Facilities Committee</p> <p>e) To confirm that the Deputy Clerk has passed her period of probation with the Council.</p>	7.55
11.	<p>Planning Matters – to be brought to the attention of the Council:</p> <p>a) To receive further information on the Judicial Review submitted following the granting of Planning Permission against application DC/19/03486 Land South West Of, Beyton Road, Thurston, Suffolk as granted by Mid Suffolk District Council’s Planning Department.</p> <p>b) DC/21/02484 – Application for prior approval for a proposed: erection of a Potato Storage Building for Agricultural use. The Town and Country Planning (General Permitted Development) (England) Order 2015. (As amended) – Schedule 2, Part 6 @ Manor Farm, Pakenham Road</p> <p>c) DC/21/02372 – Application for approval of Reserved Matters following Outline Approval DC/17/04938 Town and Country Planning Order 2015 – appearance, layout scale, design and access including turning area, parking and landscaping details for the erection of 1 No dwelling @ Ashdown, Poplar Farm lane.</p>	8.15
12.	<p>To consider matters relating to Network Rail: to receive an update from the Clerk on the feasibility study relating to the Thurston Station Level Crossing to be carried out by Network Rail following the granting of funds against the Infrastructure (CIL) Bid Round Five.</p>	8.25
13.	<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 approve the accounts awaiting payment including those coming forth (<i>Paper 1- 05.05.21</i>)</p> <p>b) To note the accounts paid since the last meeting (<i>Paper 2 – 05.05.21</i>)</p> <p>c) To note receipts allocated since the last meeting (<i>Paper 3 – 05.05.21</i>)</p> <p>d) To consider and receive the Bank Reconciliation for the period ending 30.04.21 (<i>Paper 4 – 05.05.21</i>)</p> <p>e) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects identified in the Parish Infrastructure and Investment Plan (<i>Paper 5 – 05.05.21</i>) and to note the CIL Annual Expenditure Report for the year ending 31<sup>st</sup> March 2021 (<i>Paper 6 – 05.05.21</i>)</p> <p>f) To receive the Internal Control Statement on the council’s internal controls for the 1<sup>st</sup> Quarter of 2021-2022 as carried out by Cllr. Rainbow (<i>Paper 7 – 05.05.21</i>)</p>	8.30

	<p>g) To receive and adopt the Annual Internal Audit Report for the year ending 31<sup>st</sup> March 2021 as produced by the Council's appointed Internal Auditor (<i>Paper 8 – 05.05.21</i>)</p> <p>h) To approve the Statement of Accounts for Thurston Parish Council for the year ending 31<sup>st</sup> March 2021 (<i>Paper 9 – 05.05.21</i>).</p> <p>i) To consider and approve the completion of the Annual Governance Statement (Section 1) for the year ending 31<sup>st</sup> March 2021 as per the Annual Governance and Accountability Return (AGAR) – Council to provide explanations for responses in the negative (<i>Paper 10 – 05.05.21</i>)</p> <p>j) To consider and approve the Accounting Statements for the year ending 31<sup>st</sup> March 2021 as transposed onto the AGAR (<i>Paper 11 – 05.05.21</i>)</p> <p>k) To note the Budget to Actual position including variances for the year ending 31<sup>st</sup> March 2021 (<i>Paper 12 – 05.05.21</i>)</p> <p>l) To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2021-2022 (<i>Paper 13 – 05.05.21</i>).</p> <p>m) To accept the quotation for Operational Inspections for Play Equipment installed on New Green (excluding the football goals) by Kompan at a cost of £446.25 for three visits</p>	
14.	<p>Councillor Reports:</p> <p>a) To report village matters of concern to the Clerk</p>	9.10
15.	<p>Clerks Report – to receive information from the Clerk and Deputy Clerk and in particular:</p> <p>a) to receive the reports of items actioned under delegated powers</p> <p>b) to consider the proposal by New Green Community Trust to have a 'Day for All' as part of a celebration day – possible dates August Bank Holiday</p> <p>c) to consider and support the joint venture between the PC &amp; Thurston Library for a Newcomers Welcome Event to be held in September in support of the Newcomers Welcome Strategy</p> <p>d) to receive items of correspondence for noting only</p>	9.15
16.	<p>To confirm the date of future meetings:</p> <p>a) 19<sup>th</sup> May 2021 – Council's Committee Meeting – venue to be confirmed – commencing at 6.00pm</p> <p>b) 19<sup>th</sup> May 2021 – Planning Committee Meeting – venue to be confirmed – commencing at 7.00pm</p> <p>c) 20<sup>th</sup> May 2021 – Annual Parish Meeting – Cavendish Hall – commencing at 7.00pm</p> <p>d) 26<sup>th</sup> May 2021 - Recreational Facilities Meeting – venue to be confirmed – commencing at 6.00pm</p> <p>e) 28<sup>th</sup> May 2021 – Policy and Resources Committee – venue to be confirmed – commencing at 10.00am</p>	9.25
17.	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.	9.30
18.	Close of the Meeting	9.35

**Victoria S Waples**

Victoria S Waples, Proper Officer to the Council  
29.04.2021

