

THURSTON PARISH COUNCIL

Parish Council Office

New Green Centre

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The Parish Councillors of THURSTON PARISH COUNCIL are summoned to attend the Parish Council Meeting on **Wednesday 4th May 2022 commencing at 7.00pm** in the Thurston Community Library on Norton Road.

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 meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

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</i>) • Meeting of 6 th April 2022 b) Council to note Draft and Approved minutes of the following committees are available to view online at https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/ : Recreational & Leisure Facilities Committee; Planning Committee; Climate Awareness & Environment Committee.	7.10
7.	REPORTS FOR INFORMATION – to receive written reports for information only: • Report from County Councillor Penny Otton • Report from District Councillor Harry Richardson • Report from District Councillor Austin Davies	7.15
8.	PUBLIC FORUM – • to receive questions and matters of concern from members of the public in attendance on the agenda submitted. • to receive comments or questions relating to Thurston in general. • to receive questions and comments submitted in writing / email for future consideration by the Council	7.30
9.	Police Matters – a) To receive a report from PCSO Swain on crimes relating to Thurston. b) To consider matters for referral to Stowmarket SNT.	7.45
10.	Statutory Business – <i>to view associated papers please use the following web-link:</i> https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/ a) To consider and adopt the Model Councillor Code of Conduct 2020 as produced by the Local Government Association (LGA) – <i>Paper entitled Model Councillor Code of Conduct 2020 link to</i>	7.55

	<p>guidance: https://local.gov.uk/publications/guidance-local-government-association-model-councillor-code-conduct</p> <p>b) To note that Mid Suffolk District Council are carrying out a Community Governance Review of Parishes, Town Councils and Unparished areas. The deadline for submissions to the first stage of the review is Friday 27th May 2022 (<i>Paper entitled Community Governance Review</i>). Council to consider submissions to be made.</p> <p>c) Councillors to consider the Clerk's paper on Committee Structure and consider nominations for the vacant positions on each committee (<i>Paper entitled Parish Council Structure</i>).</p> <p>d) Councillors to consider the Clerk's paper on Parish Council Representation on outside bodies (<i>Paper entitled Parish Council Structure</i>).</p> <p>e) Councillors to consider nominations to the Parish Appointed Positions (<i>Paper entitled Parish Council Structure</i>).</p> <p>f) Committee Structure and consider nominations for the vacant positions on each committee (<i>Paper entitled Update on Parish Council Structure</i>).</p> <p>g) Council to note that, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed as the Council's Responsible Financial Officer for the Council as part of her contract of employment.</p> <p>h) To confirm that the Council's 3 Year Business Plan will be circulated for discussion at the meeting scheduled for 1st June 2022.</p> <p>i) To confirm that the Council's Engagement Strategy will be reviewed at the same meeting.</p> <p>j) To confirm that there are no amendments to be made to the Council's Terms of Reference for the following committees: Climate Awareness and Environment Committee; Emergency Planning Committee; Planning Committee; Policy and Resources Committee and Recreational & Leisure Facilities Committee and that those adopted in February 2022 are still valid.</p> <p>k) Mid Suffolk District Council CIL Funding Applications - May Bid Round – Council to note the deadline for submissions to the first stage of the review is Friday 27 May 2022.</p>	
11.	<p>Planning Matters – coming forth</p> <p>a) CO/297/2021 Thurston PC v Mid-Suffolk DC - heard on 20/21 October 2021 – to receive an update on the appeal submitted by Mid Suffolk District Council and Bloor Homes and Sir George Agnew to the Court Appeal against the judgement from Timothy Mould, QC as issued on 18th February 2022.</p> <p>b) DC/19/02090 – Gladman Developments Ltd for development on land to the East of Ixworth Road – Council to receive communication from its Legal Team on this application.</p> <p>c) DC/21/02655 – To receive an update on the communication received from the Planning Officer with regards to the amendments to the approved plans for the Recycling Centre, New Green Centre. Clerk to also advise of the Non-compliance communication received from MSDC Enforcement Team relating to Conditions 2, 3 and 5 under Planning Permission DC/21/02655</p>	8.15
12.	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.	8.25
13.	<p>Finance - to view all associated papers please use the following web-link: https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/</p> <p>a) To approve the accounts awaiting payment including those coming forth (<i>Paper 1- 04.05.22</i>)</p> <p>b) To note the accounts paid since the last meeting (<i>Paper 2 – 04.05.22</i>)</p> <p>c) To note receipts allocated since the last meeting (<i>Paper 3 – 04.05.22</i>)</p> <p>d) To consider and receive the Bank Reconciliation for the period ending 31.03.22 (<i>Paper 4 – 04.05.22</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 or coming forth as a bid against the CIL Reserve (<i>Paper 5 – 04.05.22</i>)</p> <p>f) To receive and adopt the Annual Internal Audit Report for the year ending 31st March 2022 as produced by the Council's appointed Internal Auditor (<i>Paper 6 – 04.05.22</i>)</p> <p>g) To receive and approve the Asset Register for the year ending 31st March 2022 (<i>Paper 7 – 04.05.22</i>)</p> <p>h) To approve the Statement of Accounts for Thurston Parish Council for the year ending 31st March 2022 (<i>Paper 8 – 04.05.22</i>).</p>	8.30

	<ul style="list-style-type: none"> i) To consider and approve the completion of the Annual Governance Statement (Section 1) for the year ending 31st March 2021 as per the Annual Governance and Accountability Return (AGAR) – Council to provide explanations for responses in the negative (<i>Paper 9 – 04.05.22</i>) j) To consider and approve the Accounting Statements for the year ending 31st March 2022 as transposed onto the AGAR (<i>Paper 10 – 04.05.22</i>) k) To note the Budget to Actual position including variances for the year ending 31st March 2022 (<i>Paper 11 – 04.05.22</i>) l) To note that the RFO (Clerk) has set the period for the Public Rights of the Unaudited Annual Governance and Accountability Return and advertised them along with associated documentation m) 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 2022-23 (<i>Paper 12 – 04.05.22</i>). n) Council to reconfirm, in accordance with FR 6.9 its acceptance for the of BACS (Bank Transfer) for the settlement of its invoices / requests for payment, provided that such payments are authorised by two bank signatories, and the evidence of such authorisation is retained and any payments are reported to council as made. 	
14.	<p>To consider matters relating to the Community of Thurston:</p> <ul style="list-style-type: none"> a) To receive any matters relating to the partnership working with the PCC in the production of the Thurston Community Newsletter. b) Festival of Suffolk – Torch Relay - to discuss ways and means of promoting the event noting the route through Thurston is scheduled for Monday 23 May 2022 at 16.15. c) To receive an update on the Ixworth Road Cyclepath and ongoing issues with planting. d) To receive an update on the pedestrian crossings and associated infrastructure works to be implemented on Norton Road, Thurston. 	8.50
15.	<p>Councillor Reports:</p> <ul style="list-style-type: none"> a) To report village matters of concern to the Clerk 	9.20
16.	<p>Clerks Report – to receive and consider information from the Clerk and Deputy Clerk and in particular:</p> <ul style="list-style-type: none"> a) To note the RFO has completed the year-end for payroll and issued P60s to all employed staff b) To consider the request to carry over holiday into 2022-23 for all members of staff (<i>Paper holiday entitlement</i>) c) To receive the reports of items actioned under delegated powers. d) To receive items of correspondence for noting only. 	9.25
17.	<p>To confirm the date of future meetings: all taking place in the Thurston Community Library unless advised otherwise:</p> <ul style="list-style-type: none"> a) Planning Committee Meeting – 18th May 2022 – commencing at 7.00pm b) Climate Awareness & Environment Committee Meeting – 25th May 2022 – commencing at 6.00pm c) Recreational Facilities Committee Meeting – 25th May 2022– commencing at 7.00pm d) Annual Parish Meeting 19th May 2022 commencing at 7.30pm e) Parish Council Meeting 1st June 2022 commencing at 7.00pm 	9.35
18.	<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 –</p> <ul style="list-style-type: none"> a) Staffing Matters – Performance Reviews 	9.35
19.	Close of the Meeting	9.35

Victoria S Waples

Victoria S Waples, Proper Officer to the Council
27.04.2022

