

**THURSTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Wednesday 2<sup>nd</sup> August 2017 at 7.30pm in the Community Library, Thurston Community College, Thurston.

**In the Chair: Vice-Chair Cllr. Dashper**

**Present:** Cllrs. Ames, Mrs Eden, Fawcett, Masters, Mrs O'Connell, Rainbow and Thomas.

**In Attendance:** Mrs V Waples, Clerk, County Cllr. P. Otton, District Cllr. D Haley, 9 members of the public and 1 representative from Pigeon Land Development Ltd

1. **OPENING** – The Vice-Chairman declared the meeting open at 7.30 pm and thanked all for attending. He indicated that he would be chairing the meeting due to the resignation of Mr Peter Robinson as Chair of the Parish Council and Neighbourhood Planning Team with immediate effect on Tuesday 1<sup>st</sup> August 2017. It was confirmed that there would be an extra ordinary parish council meeting on 7<sup>th</sup> August to consider nominations in the post of Chairman and to nominate a Vice-Chair.

A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media to report on the proceedings of the meeting. A full transcript is available from the Clerk.

2. **APOLOGIES FOR ABSENCE** –

- a. Apologies for absence – Cllrs. Alston (sabbatical) and Cllr. Moss (personal commitment).
- b. Council consented to these apologies.

3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25** –

- a. The following local non-pecuniary interests for the Agenda under discussion were declared:

Cllrs. Fawcett, Mrs O'Connell and Thomas as Friends of Thurston Library.

There were no gifts of hospitality exceeding £25 declared.

Councillors were reminded to the need to ensure that their Register of Interests were up to date and in accordance with the Suffolk Local Code of Conduct inform the Clerk within 28 days of changes to their Pecuniary Interests as declared under their Registers.

- b. There were no requests for dispensations for the Agenda under discussion.

4. **MINUTES OF THE PREVIOUS MEETING** – the minutes of the Parish Council Meeting held on 5<sup>th</sup> July 2017 and Planning Committee Meetings of 5<sup>th</sup> July and 19<sup>th</sup> July 2017 were agreed as true and accurate records, aif. The Chairman of the meeting duly signed the minutes as such.

The Parish Council meeting was closed to allow the Public Forum to take place.

5. **PUBLIC FORUM** –

**COUNTY COUNCILLOR MRS OTTON'S REPORT** – Mrs Otton was invited to submit her report in which she drew the meeting's attention to the following:

- As I said in last month's report the council is considering changing to a "HYBRID" system of governance; a cabinet but with committees, however it seems these will NOT be held in public. Unfortunately, despite putting an amendment to achieve that we were outvoted. I even put before the full council evidence from Kent county council that does hold its committees in public.

So signed by the Chairman at the meeting of 6<sup>th</sup> September 2017

- COUNCILLORS ALLOWANCES: again, we were out voted having said we feel that this is the wrong time to give some of the leading councillors such a large increase. We did get agreement that the carers allowance be increased to £10 per hour for children.
- CHIEF EXECUTIVE: Deborah Cadman has taken the post of CEX at a combined authority so a recruitment will start now.
- GRENFELL TOWER: ALL Suffolk public leaders have written to owners of high rise buildings encouraging them to review the safety of their buildings and offer of any help needed.
- FISHWICK CORNER: following yet another very serious accident and a report from Dr Mason, part of the emergency service that attended the accident I have forwarded his comments to Mark Stevens director of highways. They will be responsible for a death here if highways continue to fail to do the necessary improvements.
- OLD NORTON ROAD: I contacted the residents following torrential rain and pleased that the work done appears to be successful.
- BEN WRAGGE SKATE PARK: I have given the organisers some contacts within the county council names who may be able to help.
- LETTER TO PLANNING DEPARTMENT AND MINISTER: I have written to mid Suffolk head of planning urging him to delay any decisions on the planning applications and to the minister to support your request that any decision are called in by him. As yet, I have only had a holding response.
- When questioned she stated that she believed that the reasoning behind holding committee meetings in camera was to encourage a more open discussion.

**DISTRICT COUNCILLORS' REPORTS** – Cllr. Haley was invited to submit his report and commented on the following:

- Encouraged the Parish Council to respond to the consultation on ELECTORAL REVIEW OF MID SUFFOLK: WARDING ARRANGEMENTS as there will be implications for wards and members. There could be a reduction from 40 down to 34 with Babergh reducing to 34 from 40 Councillors.
- Locality Grant Pots – both he and Esther had £6250 each to spend in the parish/community. Forms were on the website and all were encouraged to bid for the monies.
- Local Plan – there would be a briefing for elected members on the Draft Local Plan later that month and once this had been received it was expected that the Local Plan would go out for consultation.
- BDC and MSDC had offered internships to 7 young people under the Rising High in Suffolk Programme.
- RSN Executive – Rural Services Network – committee members had been working hard to make the case for increased funding as rural areas were less funded than urban ones
- When questioned he confirmed that the Interns were paid and that they were tasked with certain projects and allocated work to undertake.
- When questioned he confirmed that the electoral review had not taken into account the possible increase in the population with the number of applications before the Planning Department. It showed only an increase of 80. The meeting was in agreement that this figure should be revised before a final decision was taken. He agreed to check to ensure that any intermediate / The Granary applications are included and was in agreement that the figures being used by the Boundary Commission and MSDC might not align and that this should be explained more clearly.

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**MEMBERS OF THE PUBLIC** – the following issues were raised by members of the public present

- Proposals for Fishwick Corner – as far back as 2013 there were known issues here why has nothing been done? If Highways accept that there is a problem surely they should do something about it.

**6. POLICE MATTERS –**

- a. Council noted that the latest SNT report had been uploaded onto the website via a link direct to Stowmarket SNT.
- b. Council received the latest Thurston SNT Report which had been provided following discussions between the Clerk and PCSO Matt Smith.
- c. It was reported that 2 young people had been seen in the evening on the roof of the library and in the garden adjoining the library. A request would be submitted to the SNT team at Stowmarket for a patrol car to include this area on the nights it sweeps through the village.

**7. STATUTORY BUSINESS –**

- a. To confirm the PC nominated members to the appointment of Trustees to the New Green Community Trust (Charity No 299410) – the Clerk confirmed that she was still awaiting advice from the Council’s Insurers as to what indemnity might be in place should Councillors be interested in the position. It was agreed that the Clerk should enquire of the New Green Trust the reasoning behind its decision not to incorporate.

**8. BUSINESS REMAINING FROM PREVIOUS MEETINGS –**

- a. To consider further information received from Network Rail or partners with regards to the request that further safety measures or improvement works be considered at Thurston Railway Station – although nothing further had come forward the meeting it was noted that the Planning Referrals Committee Meeting on 12<sup>th</sup> July 2017 at Mid Suffolk had tasked the Head of Planning with obtaining further information on safety issues at the Railway Station and possible solutions to mitigate issues of growth.

**9. CHAIRMAN’S COMMUNICATIONS** – there were no further communications from the Chairman.

**10. FINANCE** (for financial details see Appendix A at the end of the minutes)

- a. The schedule detailing the accounts awaiting payment was presented to Council for approval, proposer Cllr. Mrs O’Connell, seconder Cllr. Thomas, aif.
- b. The schedule detailing the accounts paid since the last meeting was presented to Council and accepted. A copy of which can be seen at Appendix A.
- c. It was noted that income in the total sum of £1968.06 had been received since the last meeting. A copy of which can be seen at Appendix B.
- d. The Bank Reconciliation for the period ending 31<sup>st</sup> July 2017 was presented to Council and approved by all. Council’s bank balances stood at £76,115.05 overall and that the error against the Council’s Treasurer’s Account which had been made by Lloyds Bank in the sum of £1,371.73 had now been refunded. The Budget to Actual Statement, using the previous format for the period ending 31<sup>st</sup> July 2017 was presented to the meeting. It was agreed that this was easier to understand as it provided the detail which the Council were used to. It was noted that the Council was currently running 1% under budget for the period to date as a whole.
- e. To consider the costs of installing a concrete litter bin at the bottom of the New Green Centre Car Park next to the Youth Shelter – the quotation for such a bin was reviewed

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but agreement was forthcoming that this matter be deferred until a price for a concrete bin with a concrete lid was obtained.

**11. QUESTIONS FROM COUNCILLORS PREVIOUSLY SUBMITTED** – none had been received by the Clerk

**12. REPORTS FROM COMMITTEES AND GROUPS -**

- a. Planning
  - i. There were no planning applications to be considered by the meeting
  - ii. To note decisions coming forth: Council noted the planning decisions coming forth as detailed at Appendix A – 12a)
  - iii. To receive an update on the submission to the Secretary of State (SOS) to Call-in the decision for the five (six if includes the application for non-determination) significant planning applications facing Thurston –it was confirmed that the letter had been submitted to and acknowledged by the SOS. It was further explained that the SOS had not issued any further comments as to how this would be handled and that until this had been determined the only decision that could be taken by MSDC was a minded to decision. This in essence allowed the SOS further time to decide if he would do nothing, call in the decisions or set up a Public Inquiry. It was confirmed that on the back of the letter submitted Jo Churchill MP had agreed to a meeting with the PC and NP to discuss these issues which would take place in mid-September.
  - iv. To consider a letter from Elmswell Parish Council regarding a Proposed A14 Villages Initiative – the meeting reviewed the letter received from Elmswell PC regarding the initiative to join with other villages and offer a financial contribution to any costs associated with a Planning Appeal in the event that MSDC Members are persuaded to turn down the next such application. Elmswell PC felt that softening the possible financial burden of the appeal process might make it easier for MSDC Members to consider testing the waters with a rejection. It was wondered by those present as to what standing such a course of action would have in law but notwithstanding the issues that such a course of action might give rise to, there was merit in the 3 Parish Councils (Woolpit, Elmswell and Thurston) in having a close liaison on growth and common issues. The meeting also noted that Elmswell had also requested a SOS call-in on the significant number of planning applications it too was facing. Generally the meeting had concerns at the capability of MSDC handling all of the applications facing it and the PC/NP was in the process of collating a list of areas which were of a concern for onward submission to the SOS.
  - v. To consider the request to submit a planning application on behalf of the New Green Community Trust for play equipment at New Green Centre – it was agreed that this was a positive venture and was fulfilling a need identified by both the parishioners and the NP surveys. Council was in agreement that it was minded to agree in principle to the submission of the application in its name subject to the provision of details of costs involved for the project; financing of the project; timescales involved and landlord's permission.
- b. Neighbourhood Plan:
 

Update on the Neighbourhood– The Secretary to the Thurston NPT confirmed that the NPT would be in attendance at the meeting with SCC Infrastructure Officers on Education and the constraints to growth scheduled for 4<sup>th</sup> August and also at the meeting with MSDC and SCC Infrastructure Officers to discuss further the highway issues relating to the significant applications facing Thurston on 11<sup>th</sup> August 2017. It was also noted that the NP Working Group would be meeting with its professional partner to discuss the next steps in the NP and how to take it forward.

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- It was confirmed that the NPT would be seeking a meeting with MSDC/BDC Strategic Planners on the Draft Local Plan which would be out for consultation later in August and its impact on the Thurston NP and that Thurston NPT had now also been invited to the Mid Suffolk NP Meeting being held on 14<sup>th</sup> September 2017 in Elmswell. It was wondered as to why, if Thurston had been involved in the original A14 NP Meetings, it had originally been omitted from this meeting by MSDC.
- c. Recreation Ground Trust: (for financial details see the Appendix A at the end of the minutes)
    - i. The accounts to 31<sup>st</sup> July 2017 were presented to Council and accepted by all. Bank balances for the period ending 31<sup>st</sup> July 2017 stood at £650.14 The Budget to Actual for the period ending 31<sup>st</sup> July 2017 showed that expenditure was 50% under with income being also under at 38%.
    - ii. The schedule of the accounts detailing income received, accounts paid since the last meeting and accounts awaiting payment, was presented to the Council and agreed by all present – see Appendix 12c ii) at the end of the minutes for full details. The meeting was asked to consider a loan to the Recreational Ground Account in the sum of £800 to cover the repairs to the veranda that had been taken on Health and Safety Grounds. It was anticipated that the loan would be for no longer than 6 months but at the current point in time the account was not flush and this repair had not been foreseen. Council was in agreement for such a loan going forward, aif.
    - iii. It was confirmed that the Football Club had carried out further seeding work to parts of the Football Pitch and that new goal posts were now being used. It was agreed that the next Recreational Ground Committee Meeting would be on 6<sup>th</sup> September at 6.30pm.
  - d. Library Account: (for financial details see the Appendix A at the end of the minutes)
    - i. The accounts for the period ending 31<sup>st</sup> July 2017 were presented to full Council and accepted by all. Bank balances were confirmed as £8,066.43 with available funds being the same.
    - ii. The schedule of the accounts awaiting payment was presented to the Council and noted by all present – see Appendix 12dii at the end of the minutes for full details.
  - b. The meeting was made aware of a minor issue in that the Librarian had broken her foot and would not be back until September. Whilst relief librarians were assisting there was still a need for further volunteers to assist with the Summer Reading Challenge. The meeting was asked to pass this on and anyone interested to contact the library direct. It was confirmed that the Mediterranean Meal on 8<sup>th</sup> July had made a profit; there would be a Bike Workshop on 5<sup>th</sup> August and that there were still some tickets for the Wine Evening on 1<sup>st</sup> September 2017.
  - c. Emergency Plan – it was confirmed that Cllr. Thomas was in the process of reviewing all the details held on file and on the contact lists. Once all information had been collated a meeting would be arranged to update the master file. Cllr. Masters agreed to assist.
  - f. Councillor's Reports:
    - i. Councillors' Activities since the last meeting:
      - Library– Cllr. Fawcett
      - NP Meeting – Cllrs. Fawcett and Mrs O'Connell
      - Planning – Cllrs. Mrs O'Connell; Rainbow and Thomas
      - Movement of VAS – Cllr. Masters
      - Cllr. Surgery – Cllrs. Masters and Mrs O'Connell.
      - Emergency Plan – Cllr. Thomas
      - MSDC Meeting – Cllr. Fawcett

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- Cllr. Thomas made the meeting aware that he had provided the Parish Council with a number of Hi-Vis Jackets depicting the Council's name and logo.
- ii. Councillors' Reports on village issues arising:
  - Lack of a footpath on Norton Road heading towards Norton
  - Could there be a bus stop between Norton and the Victoria Pub
  - Accident at Fishwick Corner – surely now was the time for something to happen
  - Hedgerow outside of NO. 22 School Road
  - Pothole – Pokeriage Corner/Beyton
  - Branch down School Road at crossroads
  - Mattress – fly-tipping – Barton Road

### **13. CLERKS REPORT**

- a) Delegated powers – several issues relating to potholes and speeding had been reported to other agencies for consideration or action. The Clerk confirmed that she had attended the following meetings: meetings with SCC & MSDC on the significant planning applications facing Thurston; had commenced her duties as Editor of the Newsletter and had edited the August edition; members of the public on issues relating to hedgerows and public rights of way. A number of these had been passed onto other agencies for consideration.
- b) To receive an update on the deployment of the VAS – further data collected was acknowledged. The Clerk informed the meeting that further data was in the process of being collated to ascertain whether there was a pattern in the numbers being collected due to spikes in previous data. The schedule for the battery change for the VAS would be emailed to all for volunteers to come forward.
- c) There was no further general correspondence to deal with as all necessary items had been dealt with else-where or had been passed onto Councillors previously and Council was reminded of the upcoming Councillor Surgeries. A copy of the schedule would be emailed to all as a reminder for the dates.

### **14. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA – Council's Committee Structure and Responsibilities.**

**15. CLOSE OF MEETING** – There being no other business the Chairman closed the meeting at 9.35pm.

**16. DATE OF NEXT MEETING** – Extra Ordinary Meeting on Monday 7<sup>th</sup> August at 6.00pm and Parish Council Meeting on Wednesday 6<sup>th</sup> September at 7.30pm in Thurston Community Library, Norton Road, Thurston

### **Appendix A**

So signed by the Chairman at the meeting of 6<sup>th</sup> September 2017

## 10 Financial Matters

## a) Accounts agreed for payment

	CHQ/DD/CC	NETT	VAT	TOTAL
<i>Salaries inc Pension Fund – July 2017</i>	<i>3346-3348</i>	<i>2159.46</i>		<i>2159.46</i>
<i>M&amp;TJ's – Grounds Maintenance</i>	<i>3349</i>	<i>246.00</i>	<i>49.20</i>	<i>295.20</i>
<i>M&amp;TJ's – village maintenance work</i>	<i>3350</i>	<i>480.00</i>	<i>96.00</i>	<i>576.00</i>

## b) Accounts paid since the last meeting –

<i>Plusnet – Telephone</i>	<i>DD</i>	<i>35.72</i>	<i>7.14</i>	<i>42.86</i>
<i>New Green Community Trust – rent June</i>	<i>SO</i>	<i>360.00</i>	<i>0.00</i>	<i>360.00</i>

## c) Receipts received since the last meeting –

<i>Lloyds – Interest</i>	<i>Interest</i>	<i>3.65</i>		<i>3.65</i>
<i>MSDC – Cleansing Grant</i>	<i>BACS</i>	<i>592.68</i>		<i>592.68</i>
<i>Lloyds – refund in error of deduction</i>	<i>REFUND</i>	<i>1371.73</i>		<i>1371.73</i>

12a Planning:

## ii) To note the following decisions coming forth:

- Granting of prior approval under part 16 of the Town and Country Planning (General Permitted Development (England) Order 2015 – proposed base station installation – 15 metre monopole with 2 cabinets @ New Green Community Centre, New Green Avenue, Thurston

## 12c Rec Ground Accounts

## i) Accounts paid since the last meeting:

<i>Anglian Water</i>	<i>DD</i>	<i>49.24</i>	<i>0.00</i>	<i>49.24</i>
<i>British Gas – electric</i>	<i>DD</i>	<i>240.72</i>	<i>12.03</i>	<i>252.75</i>

## ii) Accounts awaiting payment:

<i>R Cook – Caretaker Contract</i>	<i>548</i>	<i>107.25</i>	<i>0.00</i>	<i>107.25</i>
<i>Seamans Building – repairs to pavilion</i>	<i>549</i>	<i>1116.00</i>	<i>223.20</i>	<i>1339.20</i>
<i>M&amp;TJ's – Grounds Maintenance</i>	<i>550</i>	<i>55.00</i>	<i>11.00</i>	<i>66.00</i>

## iii) Monies received since the last meeting: NIL

## 12d Library Accounts

## i) Monies received since the last meeting:

<i>Summer Meal – Raffle</i>	<i>Cash</i>	<i>142.00</i>	<i>0.00</i>	<i>142.00</i>
<i>Summer Meal – Tickets</i>	<i>Cheques</i>	<i>450.00</i>	<i>0.00</i>	<i>450.00</i>
<i>Sumer Meal – Tickets</i>	<i>Cash</i>	<i>235.00</i>	<i>0.00</i>	<i>235.00</i>

## ii) Accounts awaiting payment:

<i>New Green Centre – hire of hall</i>	<i>90</i>	<i>88.00</i>	<i>0.00</i>	<i>88.00</i>
<i>F Blade – Mediterranean Meal</i>	<i>91</i>	<i>258.06</i>	<i>0.00</i>	<i>258.06</i>
<i>M Fawcett – Mediterranean Meal</i>	<i>92</i>	<i>10.90</i>	<i>0.00</i>	<i>10.90</i>
<i>R Fawcett – Mediterranean Meal</i>	<i>93</i>	<i>13.50</i>	<i>0.00</i>	<i>13.50</i>
<i>S Robinson – Mediterranean Meal</i>	<i>94</i>	<i>8.88</i>	<i>0.00</i>	<i>8.88</i>

## Glossary of Abbreviations used

So signed by the Chairman at the meeting of 6<sup>th</sup> September 2017

<b>BACS</b>	<b>Bankers Automated Clearing Services</b>
<b>CC</b>	<b>Credit Card</b>
<b>CCG</b>	<b>Clinical Commissioning Group</b>
<b>Chq.</b>	<b>Cheque</b>
<b>Cllr.</b>	<b>Councillor</b>
<b>Cttee.</b>	<b>Committee</b>
<b>DD</b>	<b>Direct Debit</b>
<b>HMRC</b>	<b>Her Majesty's Revenue and Customs</b>
<b>LAIS (from SALC)</b>	<b>Local Association's Information Services</b>
<b>LGBCE</b>	<b>Local Government Boundary Commission for England</b>
<b>MSDC</b>	<b>Mid Suffolk District Council</b>
<b>NHS</b>	<b>National Health Service</b>
<b>NP</b>	<b>Neighbourhood Plan</b>
<b>PC</b>	<b>Parish Council</b>
<b>PCSO</b>	<b>Police Community Support Officer</b>
<b>RFO</b>	<b>Responsible Financial Officer</b>
<b>SALC</b>	<b>Suffolk Association of Local Councils</b>
<b>SCC</b>	<b>Suffolk District Council</b>
<b>SNT</b>	<b>SaferNeighbourhood Team</b>
<b>SO</b>	<b>Standing Order</b>
<b>SOS</b>	<b>Secretary of State</b>
<b>TNPSG</b>	<b>Thurston Neighbourhood Planning Steering Group</b>
<b>VAS</b>	<b>Vehicle Activated Sign</b>

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