

**THURSTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Wednesday 6<sup>th</sup> December 2017 at 7.30pm in the Community Library, Thurston Community College, Thurston.

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

**Present:** Cllrs. Fawcett, Hasler, Masters, Moss, Mrs O'Connell and Rainbow

**In Attendance:** Mrs V Waples, Clerk, County Cllr. P. Otton, District Cllr. D Haley, 17 members of the public (including 11 persons under the age of 18) and 1 representative from Pigeon Land Development Ltd.

1. **OPENING** – The Chairman declared the meeting open at 7.30 pm and thanked all for attending. 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 –apologies of absence were received from Cllr. Thomas who, for personal reasons, had requested a 2-month sabbatical from the Parish Council.
  - b. Approval of apologies for absence – Council was in full agreement to allow this short sabbatical, aif.
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 and Mrs O'Connell as Friends of Thurston Library.  
There were no gifts of hospitality exceeding £25 declared.  
There were no declarations of lobbying by those Councillors present.
  - 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 2<sup>nd</sup> November 2017 and Planning Committee Meetings of 15<sup>th</sup> and 29<sup>th</sup> November 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** – Cllr. Otton was invited to submit her report in which she drew the meeting's attention to the following:

  - **CHANGES TO FREE SCHOOL TRANSPORT** - Cllr Gordon Jones issued an email to say he is setting up some workshops to consider this with "partners" randomly selected. I was invited. I gate crashed the one in Bury on 9th November where there were a few suggestions on how to reduce the asked for saving which is an income generation. I had a meeting with Helen Wilson at Thurston. They have done a survey of parents of which over 60% have said they will drive thus not saving the council money and increasing cars! It will return to cabinet on December 5<sup>th</sup> where I am assuming it will then go out to consultation. However, I know Helen and 18 parents are putting question to the cabinet!  
She confirmed that 20 questions had been put to Cllr. Jones as the Cabinet Member for Children Services, Education and Skills and that she was very disappointed in his response about surveys that had been carried out by the Headteacher of Thurston Community College over the potential impact – it was held that these were incomplete and irrelevant and, yet they

So signed by the Chairman at the meeting on 10<sup>th</sup> January 2018

were the only empirical evidence that had been submitted. She had asked if she could submit the question that, if, at the end of the consultation, there was a clear majority for the policy not to be implemented then nothing further should happen but was denied the opportunity to ask such a question.

- BUDGET: there is a proposal to increase the council tax by 1.99% plus an extra 3% for adult social care.
- GREAT GREEN: Following concern by residents at the speeding along this part of Thurston I arranged and met with Anthony Smith from highways and residents to see what could be done as this is a national speed limit. Whilst it will probably not be possible to reduce the speed limit he has agreed to do a speed check and consider not replacing the centre white line but to have white border lines which gives the impression of being a narrow road.
- OBSURED BUS STOP SIGNS: I have asked that those be cleared.
- FIELD OF DREAMS – she had been in contact with Trading Standards, following calls from residents, to investigate the types of produce being sold and whether licences were needed.
- PLASTIC BOTTLE SCHEME – a motion was being put to full Council Meeting at SCC to investigate whether it was feasible to have a plastic bottle return scheme in Suffolk.
- WISHING YOU A VERY HAPPY CHRISTMAS AND SUCCESSFUL 2018

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

- Papers had been sent to all Clerks with information on tax bases.
- Community Housing Fund – had the Parish Council attended this – confirmation was given that Cllr. Hasler had attended on behalf of the Parish Council
- Warding patterns had been sent back to the Boundary Commission who had accepted the proposal for 34 wards – change will be effective May 2019 if approved. Further round of consultation closes later this month.
- Planning application – 04437 – he had informed the District Planning Department that he did not want this to be a Delegated Officer Decision and that it should go before the Planning Committee – he would reserve his right to call this in should this not be the case.
- Possible merger of Babergh and Mid Suffolk District Councils – there had been a small delay in the consultation process for this as Babergh had wanted legal advice as to whether a cabinet had the authority to make a decision on this matter as opposed to full council. The legal advice received was that a decision could be taken in this way.
- CAB – AGM of Mid Suffolk Branch – many come from this area to get advice from CAB and MSDC helps funds this as it feels it provides a vital service.
- Open Day at SCC Highways Department – he found this very information and many questions were posed and answered with evidence given as to how they will operate in the future along with details of the recent restructuring.
- The Members at MSDC had had a briefing on Neighbourhood Planning – he would look at the presentation and see whether it would be of interest to Thurston's NPT.

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

- Skatepark – representatives from the Skatepark Committee addressed the Parish Council and made the following points:  
 Attended to request that the Parish Council use money from CIL or Precept to buy land for a skatepark.  
 Such a facility will decrease anti-social behaviour in minor crime; was a healthy initiative; was supported by the young people of the village and was very popular.  
 To date no landowner or developer had been prepared to offer land for such a facility.

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£20k had been raised to date towards the funding of the actual skatepark.

Cllr. Otton confirmed that she had previously mentioned the possibility of the primary school site being used once it was vacated in favour of the new site.

Cllr. Haley informed the meeting that he had held a couple of meetings with Mr Bass, Independent Advisor to MSDC re Leisure Facilities and that they had then held meetings with some landowners. It had been agreed that further work was still required in the search for suitable land. All sites that have been previously explored as having possibility had also been revisited as well as those that had come forward under recent planning applications. He was disappointed that Thurston Community College was not prepared to assist with this facility.

- Sport and Leisure Facility – as had been confirmed at a recent NP Meeting, a local landowner was in discussion with Thurston Football Team regarding a piece of land for sport and leisure facilities. The site covered 27 acres and could be used to provide a variety of different facilities. MSDC were interested in discussing this further with the landowner and advice had been given by the Parish Council that the Design Out Crime Officer for Suffolk Constabulary should be involved at the earliest opportunity. Agreement was forthcoming that as this project would involve a number of different agencies, a Steering Group should be set up at the earliest opportunity to take this forward.
- Highways Infrastructure Project – when questioned, the Chair confirmed that the Parish Council had held a positive meeting with SCC Highways Department about the possibility of being granted permission to carry out minor works on the Highways. It was anticipated that this would involve local contractors and that the Parish Council would be in a position to ensure minor works were carried out in a timely manner. This did not extend to potholes and there would be no budget for such works although some training and money for minor tools might be on offer.
- MSDC 1<sup>st</sup> November Meeting – it was confirmed that the conditions applicable to each planning application granted by MSDC at its Referrals Meeting on 1<sup>st</sup> November were still to be drawn up in detail. There were some items that required further investigation to ensure that the condition was not likely to be overturned or challenged.

## 6. POLICE MATTERS –

- a. Council noted that the latest SNT report was via the website as direct link 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. There were no matters of village concern to be referred to PCSO Matt Smith or the Stowmarket SNT.
- d. To consider setting up a Community Speed Watch Scheme in Thurston – as this had not moved forward over the past few months and given the possible future Traffic Regulations Orders arising from the planning applications submitted it was agreed that this be removed from the agenda until more information comes forth.

## 7. STATUTORY BUSINESS –

- a. To receive nominations for the posts of Councillor following the casual vacancies as advertised in accordance with section 232 of the 1972 Act – the meeting was informed that one nomination to date had been received and that the applicant was happy for her nomination to be submitted to the Council. Agreement was forthcoming that Mrs Barbara Morris be co-opted onto the Parish Council at the earliest opportunity, aif. Agreement was forthcoming that the Clerk should meet with Mrs Morris to enable her to sign her Declaration of Acceptance of Office and associated paperwork prior to the next full Parish Council Meeting.

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- b. To review the terms of reference for the Thurston Policy and Resources Committee – agreement was forthcoming to change the membership of the Committee from 5 elected members to 4 elected members with a quorate still being 3, aif.

**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 – it was noted that following the Planning Referrals Committee Meeting of 1<sup>st</sup> November 2017, 4 out of the 5 applications had been approved subject to the Corporate Head of Planning drafting a condition to safeguard risk management and mitigation for future occupiers in relation to rail way station safety. There was uncertainty as to whether such a condition was sustainable as well as the funding of such a condition. The meeting was also informed that a further meeting to discuss this issue with MSDC and SCC Infrastructure Officers; Parish Council and Network Rail had been scheduled for the following week.

**9. 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 and agreed by all present, aif.
- b. The schedule detailing the accounts paid since the last meeting was presented to Council and approved. A copy of which can be seen at Appendix A.
- c. It was noted that income in the total sum of £8,72.23 had been received since the last meeting. A copy of the details of all income received can be seen at Appendix A.
- d. The Bank Reconciliation for the period ending 30<sup>th</sup> November 2017 was presented to Council and approved by all. Council's bank balances stood at £91,981.88 overall. Council noted and accepted the previously circulated Working Reserve Paper which showed the movement in the Council's General and Earmarked Reserves during the year since 1<sup>st</sup> April 2017.
- e. To consider and receive Actual to Budget statement for the period ending 30.11.17 and to consider the paper submitted with regards to the movement of monies from reserves – Council received the Actual to Budget Statement for the period ending 30<sup>th</sup> November 2017 showing a 2% under budget for expenditure and an 8% over budget for income. Net movement from Council's Reserves to fund additional expenditure in the sum of £8,427 was noted.
- f. To consider the Internal Control Report as per the audit undertaken by Cllr. Rainbow – Council received the Internal Control Report dated 30<sup>th</sup> November 2017. Recommendation to review Council's Fidelity Guarantee in March 2018 was approved and Council noted the submission of Quarterly Budget to Actual Reports in accordance with Standing Order 17c.
- g. 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 & to note the costs involved in the cleaning of the Youth Shelter following the recent graffiti attack – it was confirmed that whilst there might be little use of the bin at this point in time it still needed replacing. Further research was needed for an appropriate bin prior to Council debating this in the New Year.
- h. To consider and approve the requests for donation to be awarded under the Council's Grant Awarding Policy - the Chair of the Parish Council explained the criteria for donations as per the Council's own Grant Awarding Policy; the remit of the General Power of Competence and the budgeted allocated for small grants for 2017-2018. The Policy & Resources recommendations as per the circulated sheet was discussed and the following donations were proposed and agreed: Tiny Toes Toddler Group £150; MidSuffolk Croquet Club £500; Suffolk Rescue Accident Service £250; New Green Trust £1500.

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It was agreed that the donation to Ixworth Patient's Association be suspended until further information was forthcoming.

The meeting further agreed that as the Parish Council was covering the cost of the Editor role for the Thurston Newsletter, the words 'Supported by the Parish Council' should be added to the front of the Newsletter under 'Produced by Thurston PCC'.

- i. To consider the paper submitted with reference to Data Protection and changes to the Data Protection Regime – the meeting reviewed the paper submitted by the Clerk and agreed the following course of action: the Council minutes that it is considering the available options for appointing a DPO and has accessed initial training on the new regime; it notes that all councillors will need to develop their own knowledge in this area and will be provided with guidance to support this as and when it becomes available.

It was agreed that the Clerk will review the administrative and data systems and seek advice as necessary to ensure compliance and will report any areas of concern to Council. The Council will also consider whether it needs to obtain a third-party assessment or employ the services of an external Data Protection Officer service. The determination of the purpose or manner of processing personal data will be delegated to Policy & Resources Committee until further guidance on managing conflicts of interest are obtained and an external party is appointed with DPO responsibility. The Clerk will alert council to any further developments and guidance and will contact the Council's insurers to determine the scope of any insurance cover in connection with the new rules and to determine whether there are any additional requirements from the insurers in order for any insurance to be effective. It was further agreed that the Council would seek an obligation quotation from DPO Centre along with a comparative quotation to assist with compliance with legislation once more information was forthcoming.

- j. To consider the previously circulated 1st draft budgetary paper and to recommend to full Council the budget for 2018-19 – the motion to exclude members of the public for part of this discussion covering individuals and salary arrangements as disclosure would breach the obligations of the council under the Data Protection Act 1998 was approved by all present.

Following discussion on the previously circulated budget, Council agreed that it was minded to approve a budget of £108,627 subject to full understanding of the Government Financial Statement as to whether Parish Councils would be subject to automatic precept referendum. It was noted that the budget proposed was an increase over the previous year of 13% and was in the main due to the increasing costs of delivering services the Parish Council and the Clerk undertake; inflationary increases where known and best estimates where information was still awaited.

- k. To consider the paper submitted by the Ben Wragge Skate Park Group on the request for pro-active co-ordinated support to help find/obtain a site for the establishment of a Skate Park in Thurston – the meeting agreed that if this was to be a quantifiable project going forward then an idea of costing was needed. It was agreed that there was a validity of having such a provision in Thurston given the potential growth that had now been approved. The meeting agreed that there were a number of issues that needed to be considered although a landowner willing to offer land overcame the first hurdle. Support was agreed for the Village Facility Project although this project was in very early stages. Agreement was forthcoming that this needed to be explored to its fullest and as such a Steering Group could / should be set up to take this forward. It was confirmed that the Skatepark Committee would draw on a number of existing projects as a benchmark and that £150k would be possible to cover most equipment. The Chair made the meeting aware that in a recent meeting with the Principal of TCC, it was discussed that, should the new primary school not be built on any allocation remaining from the Persimmon development and that this land instead be given to the school

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as recreation space, she was amenable to discussions taking place on a separate segregated area (not being part of school grounds) being apportioned for a skatepark as this land would be excess land for the College's use.

It was agreed by all present that:

- the Skatepark Committee would produce, for a future meeting, designs and costings to allow tangible costs and ideas to go forward and that it would consider a formal structure and possibly Charity Status. Advice should be sought from Sport England as to the best structure to facilitate the project
- the Parish Council would form part of a Steering Group and would assist in the brokering of deals with future landowners
- the Clerk would facilitate discussions with MSDC and SCC funding Officers
- the Thurston NPT would be informed of the project to ensure such a facility and associated infrastructure is appropriately covered

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

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

a. Planning

- i. To consider the following Planning Applications: there were none to consider
- ii. to note decisions coming forth – (see Appendix A)

b. Neighbourhood Plan:

Update on the Neighbourhood – it was noted that the Character Assessment consultation had now been completed and that responses were being analysed. In the main most had been supportive with a few suggesting that some of the comments within the Assessment had been subjective as opposed to factual. These had been reviewed and changes made. Several common issues – parking, transport, vegetation and roadside clearance etc – had been raised and these would be teased out and taken further. The NPT were in the process of finalising the work that would provide the evidence needed for policies going forward and the group would be meeting with its Professional Partner later in the month to draw out the Draft Plan and ascertain what was still required. It was anticipated that a Draft Plan would be submitted to the PC early February 2018.

c. Recreation Ground Trust:

- i. The accounts to 30<sup>th</sup> November 2017 were presented to Council and accepted by all. 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 11c ii) at the end of the minutes for full details.
- ii. The Council received the bank reconciliation to date and noted that bank balances stood at £587.69. The Budget to Actual for the period ending 30<sup>th</sup> November 2017 showed that expenditure was now 14% over budget with income being under at 1%. It was noted that there were still 2 invoices outstanding – 1 for Norwich City RFP for Summer Hiring of the Field and Pavilion and a small one from AFC Thurston which would be picked up with the next round of invoices due to be sent out during December. It was noted that the sum of £800 was still outstanding of the £1300 loan given to the Recreational Ground.
- iii. To receive any matters coming forth – the meeting noted that a number of tiles on the roof of the pavilion needed replacing and as spares had been previously obtained this would be carried out over the coming month. The Annual Inspection Report had highlighted a number of small items that needed addressing on the play equipment and the Agent for Kompan would be requested to attend site to ascertain those parts required.

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There were a number of issues arising out of the hiring of the pavilion – lights being left on, heating being left on and non-flushing of the toilets. The Caretaker had been asked to list all issues on the date identified in a book so that the Clerk would be able to liaise with the hirers concerned on these matters.

The meeting noted that the Chair of the Recreational Cttee and Clerk has analysed all the monthly inspection reports against the Annual Inspection Reports and quotations would be sourced for the work identified as requiring urgent action.

d. Library Account:

- i. The accounts for the period ending 30<sup>th</sup> November 2017 were presented to full Council and accepted by all. Bank balances were confirmed as £8,412.87 with available funds being £8,225.96
- ii. The schedule of the accounts paid since the last meeting, monies received and those accounts awaiting payment was presented to the Council and noted by all present – see Appendix 11dii at the end of the minutes for full details.
- iii. Conversation was still ongoing as to what to do with the accumulated funds. The Friends had agreed a revamp of the provision for children. There had been a good trip to the Cambridge University Press on 16<sup>th</sup> November and the Library AGM would be the next evening on 7<sup>th</sup> December. Work on the Christmas Tree Festival was ongoing with events planned for over the weekend – Craft Workshop and Children’s Entertainer.
- e. Emergency Plan – to allow the group to update the plan, further work was dependent on responses from those contacted. As Cllr. Thomas was on a short sabbatical this would be reviewed at the February meeting.

f. Councillor’s Reports:

i. Councillors’ Activities since the last meeting:

- Library – inc. Christmas Tree Festival Library Meetings – Cllrs. Fawcett & Mrs O’Connell.
- Thurston Community College Meeting – Cllr. Mrs O’Connell
- Thurston Community College Forum – Cllrs. O’Connell & Masters
- NP Meeting – Cllrs. Fawcett (including NPWG), Masters and Mrs O’Connell
- Planning – Cllrs. Dashper, Fawcett, Moss, Mrs O’Connell and Rainbow
- Policy & Resources Cttee Meeting – Cllrs. Dashper, Fawcett and Rainbow
- Community Engagement Surgery – Cllrs. Rainbow & Moss
- Movement of VAS – Cllr. Masters
- SPS Design Planning – Cllrs. Masters & Rainbow
- Cavendish Hall Committee Meeting – Cllr. Moss
- Meetings with Co-Chair of the NP – Cllr. Fawcett
- Internal Control Audit – Cllr. Rainbow
- Modifications to Youth Shelter – Cllrs. Dashper and Rainbow.
- SCC Highways Community Self Help Scheme Meeting – Cllrs. Dashper and Rainbow
- SCC Cabinet Meeting re School Transport – Cllr. Hasler – meeting noted that a supplementary question had been asked relating to whether changes in traffic generation would be monitored – answer given was that people in the Road Agencies will be involved.
- BDC/MSDC Community Housing Fund Seminar – Cllr. Hasler – interesting seminar covering funds for community housing and Community Land Trusts.
- Meeting with Principal of Thurston Community College re Growth and Transport – Cllr. Dashper

ii. Councillors’ Reports on village issues arising:

- Footpath from School Road to Birch Road – opposite No 22 – ivy encroaching

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- Pothole on School Road just before Lodge Close
- Branch on pavement from hedgerow cutting on Station Hill
- Large pothole by entrance to Field of Dreams on Beyton Road parallel with Pepper Lane

## **12. CLERKS REPORT**

- a) Delegated powers – in amongst the time spend on planning issues, several issues relating to potholes, lighting and hedgerows had been reported to other agencies for consideration or action. The Clerk confirmed that she had attended several meetings with SCC & MSDC on the significant planning applications facing Thurston.
- b) The meeting noted that the Clerk, following concerns raised by residents, had been liaising with MSDC's Enforcement Officers over issues relating to the Field of Dreams and possible breaches of the planning system. It was noted that Cllr. Haley had also been working with MSDC Officers on this matter and that parking issues had been flagged up to PCSO Matt Smith. It was also confirmed that Trading Standards were looking at the types of produce being sold and whether licences were required.
- c) To receive an update on the deployment of the VAS – further data collected was acknowledged with emphasis on speeding issues going Westward along Beyton Road along which most vehicles were recorded as traveling in excess of 35mph.
- d) It was agreed that all would look at the Grit Bins in their locality and check on them to ascertain whether any needed replenishing prior to any icy periods later in the month/year.
- e) 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 Surgery later that week.

**13. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA** – there were no specific items raised other than continual monitoring of the Youth Shelter and issues with safety solutions at the Railway Station.

**14. CLOSE OF MEETING** – There being no other business the Chairman closed the meeting at 9. 7pm.

**15. DATE OF NEXT MEETING** – **Planning Committee Meeting on Wednesday 3<sup>rd</sup> January 2018 and Parish Council Meeting on Wednesday 10<sup>th</sup> January 2018 both commencing at 7.30pm in Thurston Community Library, Norton Road, Thurston**

So signed by the Chairman at the meeting on 10<sup>th</sup> January 2018

## Appendix A

## 9 Financial Matters

<i>a) Accounts agreed for payment -</i>	CHQ/DD/CC	NETT	VAT	TOTAL
Saxon Monumental Craft – War Memorial	3386	165.00	33.00	198.00

*b) Accounts paid since the last meeting –*

Plusnet – Telephone – November	DD	34.73	6.95	41.67
New Green Community Trust – rent November	SO	360.00		360.00
ICO – Data Protection Registration	DD	35.00		35.00
Eurooffice – Stationary	CC	81.77	16.36	98.13
Post Office – Stamps	CC	56.00		56.00
Salaries – November 2017	3381-3383	2736.62		2736.62
PC of Thurston Library Account	3384	121.00		121.00
PC of Thurston Library Account	3385	90.00		90.00

*c) Receipts received since the last meeting –*

Lloyds – Interest	Interest	4.80	0.00	4.80
MSDC – Cleansing Grant	BACS	867.43		867.43

## 11a Planning:

ii) To note the following decisions coming forth:

Planning permission for the conversion of garage to additional living accommodation @ 3 Robin Close

Permission for tree works covered by a Tree Preservation Order MS65 @ 90 Howes Avenue

Permission for the erection of three bay cartlodge to front of the property @ Glenfell, 62 Barton Road

Refusal of outline planning permission for the erection of a dwelling house following demolition of two existing buildings @ Poplar Farm, Great Green

Planning Permission for alterations and extension to garden shed to provide ancillary domestic use and playroom facilities @ Thedwastre House, Thedwastre Road

## 11c Rec Ground Accounts

*i) Monies received since the last meeting:*

French for Tots	Bacs	180.00	0.00	180.00
Cavendish Hall – Car Park Rental Agreement	Cheque	250.00	0.00	250.00

*ii) Accounts awaiting payment:*

R Cook – Caretaker Contract	561	107.25	0.00	107.25
Cheque VOID	562	VOID		VOID
R Cook – Expenses	563	22.56	2.57	25.13

## 11d Library Accounts

*i) Monies received since the last meeting:*

Cambridge Press Trip - Tickets	Cash/Chq	121.00		121.00
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*Monies still to be credited:*

Big Bike Donation	Cash	21.00		21.00
Wine Tasting Event	Chq	100.00		100.00
Cambridge Press Trip – Tickets	Cash	90.00		90.00

*Accounts awaiting payment:*

C McDonald – Library Expenses	103	12.00		12.00
P Broadbent-Yale – Big Bike Revival Expenses	104	280.08		280.08

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## Glossary of Common Abbreviations used

aif	All in favour
BACS	Bankers Automated Clearing Services
CC	Credit Card
CCG	Clinical Commissioning Group
Chq.	Cheque
Cllr.	Councillor
Cttee.	Committee
DC	District Council
DD	Direct Debit
HMRC	Her Majesty's Revenue and Customs
LAIS (from SALC)	Local Association's Information Services
LGBCE	Local Government Boundary Commission for England
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NHS	National Health Service
NP	Neighbourhood Plan
PC	Parish Council
PCSO	Police Community Support Officer
pdf	Portable Document Format
RFO	Responsible Financial Officer
SALC	Suffolk Association of Local Councils
SCC	Suffolk District Council
SNT	SaferNeighbourhood Team
SO	Standing Order
SPS	Suffolk Preservation Society
TCC	Thurston Community College
TNPSG	Thurston Neighbourhood Planning Steering Group
VAS	Vehicle Activated Sign

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