

**THURSTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Wednesday 5<sup>th</sup> July 2017 at 7.30pm in the Community Library, Thurston Community College, Thurston.

**In the Chair: Cllr. Robinson**

**Present:** Cllrs. Ames, Dashper, Masters, Moss, Mrs O'Connell, Rainbow and Thomas.

**In Attendance:** Mrs V Waples, Clerk, County Cllr. P. Otton, District Cllr. D Haley, 19 members of the public and 2 representatives 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 – Cllrs. Alston (sabbatical) and Cllr. Fawcett (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. Mrs O'Connell, Robinson 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 7<sup>th</sup> June 2017 and Planning Committee Meetings of 24<sup>th</sup> May and 21<sup>st</sup> June were agreed as true and accurate records, aif. The Chairman 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 which I will argue against as it is not open and transparent. It is also proposed that the Education and children's scrutiny committee will be disbanded where there is a legal requirement for representatives from school governors to be part of it; I have insisted that they must be part of any new committee dealing with schools and young people.

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

- I am pleased to report that at long last the work has started on Old Norton Road, has been completed! There may however still be a problem of run off from the tennis courts at the college. I have asked this is dealt with.
- I have visited residents at Great Green and witnessed the speed of traffic so have asked if a speed check could be done before progressing to see if a speed limit could be put in place.
- NETWORK RAIL: this has now been agreed and a date settled with the residents.
- At the meeting with Alison Wheeler (TCC) we have raised the issue of the crossing asking that they endorse our call for a safer crossing
- At last I have the figures for claims against the council for damage due to highway defects; for the last 12 months, it is approx. £23,468
- COST OF CARE BEDS; it has been revealed that £400K had been spent on care beds for people who had died. The care home had informed SCC but the council had failed to spot the payments! These have now been reclaimed with £40K still outstanding
- She made the meeting aware that the Crocket Club, Football Club and Skatepark Club had all approached her for financial assistance with the latter requesting assistance with the search for land.

**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.

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

- Do we have a PCSO and is he active in the village as he has not appeared on Heather Close

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

- Issues over the Youth Shelter – noted that a meeting had been called for 11<sup>th</sup> July 2017 at which the PCSO; representatives from the Parish Council; Community; Suffolk Housing; Environmental Health Department at MSDC; New Green Trustees; School Representatives and School Liaison Officers would be in attendance to discuss the way forward

#### 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. A considerable number of verbal complaints had been received over the Youth Shelter although few had been formal complaints submitted via the 101 service. It was also noted that a meeting between various agencies PCSO Matt Smith; residents from Field View and New Green Avenue; students from the Village and the Parish Council had been arranged for 11<sup>th</sup> July 2017 to discuss the issues associated with the Youth Shelter and the way forward.
- c. It was agreed that the issue of loud revving of a motorbike on a regular basis within Furze Close would be reported to PCSO Matt Smith. The Clerk was also asked to raise the issue of the Open Days on the Field of Dreams on Beyton Road with the PCSO and the Enforcement Officers at MSDC.

#### 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 had still to seek advice from the Council's Insurers as to what indemnity might be in place should Councillors be interested in the position.
- b. To consider the nominations for the post of Councillor – the Clerk confirmed that she had had 2 members of the public show interest in the post but unfortunately one was not eligible to stand due to the short period of time in which they had lived in the village. It was agreed by all that Marilyn Eden be invited to take up the post of Councillor and following the signing of her Declaration of Acceptance of Office she was invited to join the Parish Council at the table.
- c. To consider the Council's 3 Year Business Plan – the Council agreed that the Business Plan as submitted be adopted by the Parish Council, aif. It
- d. To consider the Parish Council's response to the Independent Local Government Boundary Commission for England's Electoral Review of Mid Suffolk – the Council agreed that its response should cover the following points:
  - Limited assessment can only be given as informed details are not readily to hand
  - Any changes should consider the possible increases in growth that arise from the local plan documents and planning permissions granted
  - Need to take into account the growth of not only Thurston but all of MSDC and Suffolk as a whole
  - Thurston is on the border with St Edmundsbury and as such has cannot expand North or Westwards – only expansion in real terms is possible South East and East – there will therefore be an issue due to location with dividing the ward into 2.
  - The Parish Council should speak with other PCs especially those undertaking a NP to ascertain their viewpoints on growth.

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

**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 expressed concern that whilst safety issues had been raised over the crossing of the railway line to access the Cambridge to Ipswich train who ultimately was responsible if there was a fatality? It was mentioned that the tunnel under the Railway Station Building had been filled in in such a manner that it could not be reopened. It was acknowledged that although there was no evident solution there was a real problem with very little evidence that MSDC was prepared to ensure a solution was found.

**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. Dashper, 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 sum of Interest of £4.22 had been received since the last meeting.
- d. The Bank Reconciliation for the period ending 30<sup>th</sup> June 2017 was presented to Council and approved by all. Council's bank balances stood at £78,789.14 overall and that an error against the Council's Treasurer's Account had been made by Lloyds Bank in the sum of £1,371.73 which had been deducted twice. Lloyds were in the process or rectifying this error. The Budget to Actual Statement for the period ending 30<sup>th</sup> June 2017 was presented to the meeting. It was agreed that whilst this was technically correct and produced from the new accounting package it was limited in scope and did not provide the detail which the Council were used to. The Clerk agreed to use the excel spreadsheet for future reports.
- 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 – this was deferred until a later meeting once the meeting had taken place with interested parties on the issues at the Youth Shelter.
- f. To receive and approve the Clerk's Targets as referenced in the confidential report submitted by the Chairman – PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL MATTER TO BE DISCUSSED –  
It was proposed and agreed that both items be moved to the end of the agenda and discussed in camera
- g. To consider the paper submitted by the Chair to discuss the Clerk's contract vis-à-vis contracted hours - PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL MATTER TO BE DISCUSSED –  
It was proposed and agreed that both items be moved to the end of the agenda and discussed in camera

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

**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 consider whether the Parish Council should consider submitting a request 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 – the meeting was in full agreement that such a request be submitted to the SOS as it was felt that there was a significant risk that of the applications submitted for 830 dwellings all come forward at the same time and such a level of development is considered to be of a strategic scale but has not been subject to a thorough assessment of its impacts. It was also confirmed that the Planning Consultant working on behalf of a number of residents objecting to the Bovis Application had also requested a call-in for all 5 applications (along with the recall of the Planning Appeal for Hopkins Homes). It was explained that the SOS could issue a holding direction not to issue a planning decision until he has looked at his options which would freeze the position and allow the SOS further time to decide if he would do nothing, call in the decisions or set up a Public Inquiry.
- b. Neighbourhood Plan:
 

Update on the Neighbourhood– The Secretary to the Thurston NP confirmed that the NP felt that these 5 applications would not be the last and that if the NP were passed at referendum it would carry some weight in informing where and what should come forward in the future. The meeting was advised that the Character Assessment on seven areas in the village had now been completed and was being checked for errors and omissions. Once this had taken place it would then go out for consultation and the public would be invited to engage and comment on the document. The policies that would from the NP would be started upon shortly. It was also agreed that the comments from the NP on the 5 applications submitted would stand as those of the PC and that the NP, unless necessary, would not choose to speak at the Development Referrals Committee Meeting which would allow other objectors to have their say.
- c. Recreation Ground Trust: (for financial details see the Appendix A at the end of the minutes)
  - i. The accounts to 30<sup>th</sup> June 2017 were presented to Council and accepted by all. Bank balances for the period ending 30<sup>th</sup> June 2017 stood at £1,360.50. The Budget to Actual for the period ending 30<sup>th</sup> June 2017 showed that expenditure was 60% under with income being also under at 42%. Noted that the invoices for hire by casual users, Football Club for May and the 2<sup>nd</sup> Quarter rent for TUFS were still to be settled.
  - 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.
  - iii. The Council was informed that the Football Club had asked permission to carry out further seeding work to parts of the Football Pitch. It had been agreed that this work could take place once the School's Sports Day had been held and after liaison with the Cricket Club. It was also noted that the Football Club were in the process of identifying funds for the replacement of the football posts.

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

- d. Library Account: (for financial details see the Appendix A at the end of the minutes)
  - i. The accounts for the period ending 30<sup>th</sup> June 2017 were presented to full Council and accepted by all. Bank balances were confirmed as £8,066.43 with available funds being the same. It was reported that a new settee had been purchased for the Library as the legs had fallen off the old one!
  - 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.
  - iii. The meeting was reminded of the upcoming event: Mediterranean Meal on 8<sup>th</sup> July and Wine Evening on 1<sup>st</sup> September 2017. There would be another Christmas Tree Festival later in the year.
- e. Emergency Plan – the current Emergency Plan was circulated to all Emergency Plan Committee members for perusal with agreement that once initial work had been carried out on the report meetings would be set up to discuss how to take this forward.
- f. Councillor's Reports:
  - i. Councillors' Activities since the last meeting:
    - Library & associated meetings – Cllrs. Mrs O'Connell, Robinson and Thomas
    - NP Meeting – Cllrs. Mrs O'Connell and Robinson
    - Planning – Cllrs. Moss, Mrs O'Connell; Rainbow, Robinson and Thomas
    - Parish Newsletter – Cllr Robinson with the Clerk
    - Thurston Community College – Cllrs. Masters and Mrs O'Connell
    - Movement of VAS – Cllrs. Moss, Masters and Thomas
    - Cllr. Surgery – Cllrs. Masters and Moss
  - ii. Councillors' Reports on village issues arising:
    - Issues with branches overhanging the footpath from properties on School Road, Victoria Close and Birch Road.
    - Large container in a garden on Barton Road – did the Parish Council have any powers vis-à-vis unsightly
    - Great Green – it was noted that a stunt plane had been seen flying around the Great Green Area which seemed to be done on a frequent basis
    - Reported that traffic appeared to be increasing along Church Road and in particular lorries
    - Mill Lane – issue regarding sightlines. If approaching Barton Road from Mill Lane sightlines to the right were impeded by the hedgerow.
    - Hedges on Norton Road and Sandpit Lane (on the pub side) need trimming back

### 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 MSDC on the significant planning applications facing Thurston; PCC & Editor of the Newsletter; Stowmarket SNT on issue relating to the Youth Shelter; members of the public on issues relating to flooding. 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. It was reported that there appeared to have been a spike in recent data collected with regards to number of traffic passing along both Beyton and Barton Road and the speed at which vehicles were travelling. It was agreed that further data needed to be collected over the coming months to ascertain whether there was a pattern in the numbers being collected.

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

- c) Council was informed of an email received from the Ben Wragge Skatepark Committee which enquired about the possibility of the parish council acquiring some land on its behalf from the community infrastructure levy which might arise from the significant planning applications facing the village. It was noted that the Committee was hoping to make use of some of the park at Heath Road for such a site. The meeting agreed that the Parish Council was not yet in a position to gift or donate land as the land belonged to others (in this case the Thurston in Relied Charity). However, it was agreed that it would be prepared, on behalf of the Skate Park Committee to ask the Charity if they would be prepared to sell the land. The email also asked whether the Parish Council knew of someone who had the skills and time to be the Treasurer of the Committee. It was agreed that at the present point in time there were no takers for such a role.

There was no further general correspondence as all necessary items had been dealt with else-where or had been passed onto Councillors previously.

**14. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA – Clerk’s Performance Review to be linked to Development Review.**

**IN CAMERA ITEMS:**

- 10 f. To receive and approve the Clerk’s Targets as referenced in the confidential report submitted by the Chairman – PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL MATTER TO BE DISCUSSED –**

The meeting agreed that provided this had been discussed with the Clerk and she was in agreement then the report as submitted should be accepted. There followed robust discussion on this matter and it was agreed that the Vice-Chair would revisit this matter and ensure that performance review was linked to performance development review. It was further agreed that both Cllrs. Moss and Eden should have induction training as new Councillors and that the Clerk would undertake inhouse Cllr. Refresher Training.

- 10 g. To consider the paper submitted by the Chair to discuss the Clerk’s contract vis-à-vis contracted hours - PURSUANT TO SECTION 1, SUBSECTION 2 OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC ARE EXCLUDED FROM PROCEEDINGS ON THIS MATTER AS THEIR PRESENCE IS PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL MATTER TO BE DISCUSSED –**

It was proposed and agreed that amendments be made to the Clerk’s contract to reflect the new agreed contract of employment considering increased hours to be worked.

- 15. CLOSE OF MEETING** – There being no other business the Chairman closed the meeting at 10.00pm

- 16. DATE OF NEXT MEETING** – Parish Council Meeting on Wednesday 2<sup>nd</sup> August at 7.30pm in Thurston Community Library, Norton Road, Thurston

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017

## Appendix A

## 10 Financial Matters

## a) Accounts agreed for payment

	CHQ/DD/CC	NETT	VAT	TOTAL
<i>Salaries inc Pension Fund – May 2017</i>	<i>3338-3341</i>	<i>2658.11</i>		<i>2658.11</i>
<i>Gipping Press</i>	<i>3342</i>	<i>93.31</i>	<i>18.66</i>	<i>111.97</i>
<i>MSDC – Litter and Dog Bin emptying</i>	<i>3343</i>	<i>630.00</i>	<i>126.00</i>	<i>756.00</i>
<i>SALC – Good Councillor Guides</i>	<i>3344</i>	<i>35.75</i>		<i>35.75</i>
<i>M&amp;TJ's – Grounds Maintenance</i>	<i>3345</i>	<i>246.00</i>	<i>49.20</i>	<i>295.20</i>

## b) Accounts paid since the last meeting –

<i>Plusnet – Telephone</i>	<i>DD</i>	<i>26.23</i>	<i>5.25</i>	<i>31.48</i>
<i>New Green Community Trust – rent June</i>	<i>SO</i>	<i>360.00</i>	<i>0.00</i>	<i>360.00</i>
<i>Eurooffice – Stationary</i>	<i>CC</i>	<i>140.19</i>	<i>28.04</i>	<i>168.23</i>

## c) Receipts received since the last meeting –

<i>Lloyds – Interest</i>	<i>Interest</i>	<i>4.22</i>		<i>4.22</i>
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12a Planning:

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

- Planning Permission for the erection of a double garage @ Sandpit House, Sandpit Lane
- Planning Permission for the erection of a detached cart lodge @ Greenwood, Hollow Lane
- Planning Permission for the erection of a detached house and garage. Revision to planning approval 2630/14 @ Plot 6, Cedars Close.

12c *Rec Ground Accounts*i) *Accounts awaiting payment:*

<i>R Cook – Caretaker Contract</i>	<i>545</i>	<i>107.25</i>	<i>0.00</i>	<i>107.25</i>
<i>R Cook – Caretaker Expenses</i>	<i>546</i>	<i>4.12</i>		<i>4.12</i>
<i>M&amp;TJ's – Grounds Maintenance</i>	<i>547</i>	<i>935.00</i>	<i>187.00</i>	<i>1122.00</i>

ii) *Monies received since the last meeting:*

<i>TUFS – Hire of Pavilion</i>	<i>BACS</i>	<i>20.00</i>		<i>20.00</i>
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12d *Library Accounts*i) *Monies received since the last meeting: None**Accounts awaiting payment:*

<i>P Robinson – tickets for wine tasting</i>	<i>90</i>	<i>17.48</i>	<i>3.50</i>	<i>20.98</i>
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So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017



## Glossary of Abbreviations used

<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>

So signed by the Chairman at a meeting of 2<sup>nd</sup> August 2017