

THURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 4th October 2017 at 7.30pm in the Community Library, Thurston Community College, Thurston.

In the Chair: Chair Cllr. Dashper

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

In Attendance: Mrs V Waples, Clerk, County Cllr. P. Otton, 8 members of the public; 2 representatives from Pigeon Land Development Ltd; Representatives from Ingleton Wood LLP, Icen Housing and Thurston Relief in Need Charity.

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. Eden & Thomas due to personal commitments.
The meeting was made aware that Cllr. Alston had tender his resignation from the Parish Council on the grounds of ill health which had been accepted by the Chairman. It was also confirmed that Cllr. Ames had verbally indicated his intention to resign as well. The meeting was advised that MSDC would be contacted for the relevant forms to advertise the vacancy (cies).
The meeting noted that District Cllr. Haley had given his apologies due to attendance at another meeting.
 - b. Council consented to accept 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.
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 6th September 2017 and Planning Committee Meetings held on 8th and 20th of September 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:

 - **CHANGES TO FREE SCHOOL TRANSPORT:** I joined a group of parents and children from Felsham who walked to Thurston to demonstrate just how difficult and dangerous it would be to walk to school. I and 4 members of the Lib Dem, Green and Independent group called this into the Scrutiny committee on 28th September.

So signed by the Chairman at the meeting of 2nd November 2017

Thurston Community College could lose over 800 pupils if they are forced to move to Stowmarket to get free school transport. This could jeopardise the viability of the college. Helen Wilson has been very active and has put her case to the council along with 4 members of the public that this should not happen and has been trying to find an alternative arrangement that would still save money.

I put forward the argument that this would disrupt children's education if they are forced to move schools, increase the number of cars at start and end of school days, split some villages if half are forced to go to different high schools. Whilst disappointed that the scrutiny committee did not recommend putting a halt to this they have referred it back to cabinet (not sure yet the date) who I suspect will agree to go ahead with the consultation despite there being many questions still un- answered.

It was noted that the Chair of the Parish Council had met with Helen Wilson and it was agreed that she would provide information on the impacts on village and travel movements – this will help the Parish Council evaluate any responses that may be forthcoming when a consultation on this matter comes before it at a later date.

- PCC will not pursue plans to take control of Suffolk Fire and Rescue Service. Suffolk's Police and Crime Commissioner, Tim Passmore, has announced that he will not be pursuing plans to take control of Suffolk Fire and Rescue Services.

Earlier this year the PCC commissioned PA Consulting to undertake an options appraisal to consider the future governance of the Fire and Rescue Service and a potential shift of governance from the County Council to the PCC. This review concluded that there is insufficient evidence to suggest that a governance change would be clearly in the interests of economy, efficiency, and effectiveness; or public safety.

- Suffolk Fire and Rescue Service launches 'escape plan' campaign - the Suffolk Fire and Rescue Service has launched a new safety campaign and website highlighting the importance of fire escape plans. The campaign addresses the fact that every year there are 40,000 accidental house fires in the UK. Having an escape plan will allow Suffolk residents to escape the fire quickly and safely.

Visitors to the campaign website will be able to:

- Take a quiz to test how prepared they are to escape a fire
- Create their own escape plan for everyone in their household
- The 'escape plan' fire campaign will run until 31 October 2017. More information can be found at fire.suffolk.gov.uk.
- TICKEY BOO CAFÉ AT HARVEYS GARDEN CENTRE; has been given a healthy eating award.
- SCC has produced a guidance booklet for the production of Neighbourhood Plans and the assistance that the County might be able to give.

DISTRICT COUNCILLORS' REPORTS – Cllr. Haley had previously submitted his apologies and asked that the following be conveyed:

- The Local Government Boundary Commission for England had now published its draft recommendations for new wards, new boundaries and ward names for Mid Suffolk District Council. The new consultation on its recommendations would run until 11th December 2017 and he urged the Council to review the papers and comment.

When questioned, the Clerk confirmed that she had received no correspondence on this or any other matter from Cllr. Jewson.

So signed by the Chairman at the meeting of 2nd November 2017

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

- Disappointed by the lack of attendance by the District Councillors, in particular Cllr. Jewson. The Parish Council and the village are facing significant issues and yet neither of them appear to pass on information to share with the village.
- A request was submitted that the minutes record the Council's thanks to Mrs Linda Noble who had put together a history display for the Flower Festival.

A presentation was given by representatives from Ingleton Wood LLP who were working with Icen Homes, Suffolk Housing and the landowners (a Charitable Trust) to explore the options for progressing a site for residential development in Thurston. The site is located to the south of Heath Road and they felt that their initial proposal demonstrated that the site could accommodate up to 78 residential dwellings and a further 52 self-contained flats within an Extra Care Housing facility. The proposals would also incorporate open space and informal recreation space. Infrastructure issues were known and were being addressed and confirmation was given that pre-application discussions had been had with MSDC and that the Charity were committed to developing this site. The site and land was also being promoted through the new Local Plan and it was hoped would be given the support of the Parish Council and the public as it was a scheme in accordance with their wishes.

Councillors were reminded of the Council' Pre-application Protocol which was in force and the meeting was informed that any questions coming forth from Councillors would be on the understanding that it is to further their understanding of the proposal and does not reflect the Council's opinion on the proposal at this stage

The following comments on the above presentation were received from the public:

- Public – this just keeps going on and on – who has known about this and for how long? Why now. All of six applications will increase the village by 70%+ - how can the village take any more and where do the residents have their say on enough is enough
- Facilities in this village will not deal with the existing proposed developments let alone another
- In isolation this is probably a good scheme but on top of everything else this is too much.
- Garages – why is there only a proposal to have 1 garage for a 4-bed dwelling
- Play equipment and rent of the play area for community use – was someone going to be discussing this within the Parish Council as the Parish Council have purchased and maintained the equipment and what will happen to it?
- There is a responsibility to look after the area for the next generation – this will result in a loss of an amenity
- Issue re fire tender and access for fire engines.
- Density at 30 dwellings per hectare is very high.
- Entrance higher up in Heath Road – need clarification that it is pedestrian entrance;
- cycle route - public allotments cycle route goes through it – should it link to the other route – where does the cycle route exist – also noted that the cycle route is principally for the residents.
- Concern re access to care house - need to take into account access for ambulances

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When questioned over the role of the PC and the NP with regards to development, the Chair confirmed that at all times both would endeavour to manage the future development process through the NP and that the NPT were actively engaged in producing the NP to ensure that we are influential in the planning process and can determine how and what goes where.

It was also confirmed that the PC had attended the MSDC Planning Referrals Cttee last time in July and had made representations on behalf of the village and would continue to do so and would be in attendance at the next meeting. Both the PC and NP would continue to ensure that issues such as infrastructure, speed of development; prematurity in submission etc would be raised and would be flagged up as high as possible.

The public forum agreed that there needs to be some acknowledgment of the public's concerns by Mid Suffolk and the District Cllrs. should be encouraged to attend Parish Council meetings to understand and acknowledge local feelings.

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. 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 – the details of the Community Speedwatch were still to be circulated and the matter would be discussed further at a future meeting.

7. STATUTORY BUSINESS –

- a. To receive nominations for the post of Councillor following the casual vacancy as advertised in accordance with section 232 of the 1972 Act – following the circulation of his Curriculum Vitae, Council was in agreement that Ian Hasler be invited to take up the post of Councillor. As Mr Hasler was unable to attend the Parish Council Meeting due to a prior commitment, it was agreed that he be invited to meet with the Clerk to sign his Declaration of Acceptance of Office, aif. The meeting was also informed that the vacant post(s) would be advertised in the normal manner.
- b. The meeting noted that, prior to the December meeting, the Policy and Resources Committee would be summoned to a meeting to discuss the draft budget that would be submitted to Council in December.

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 – the meeting was made aware of an email received from a Senior Town Planner at Network Rail in which it was stated that Network Rail was confident that a feasible solution to close the crossing has been identified. It is up to MSDC if they wish to accept (NR) recommendation or not as they are the determining authority. (NR) have clearly outlined our concerns with regards to safety, which is our first priority.

So signed by the Chairman at the meeting of 2nd November 2017

Other information received in the email would be discussed further by the Parish Council in its representations to the Planning Referrals Committee when it next met.

- 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, proposer Cllr. Rainbow, seconded by Cllr. Mrs O'Connell, 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 £45,482.69 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 30th October 2017 was presented to Council and approved by all. Council's bank balances stood at £109,977.94 overall.
 - 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 & to note the costs involved in the cleaning of the Youth Shelter following the recent graffiti attack – the Clerk confirmed that she had not yet managed to source a bin that could be permanently installed. She would liaise with New Green on this matter and in the mean-time had arranged for MSDC to once again clean the panels, for which the Parish Council would have to bear the costs. She also advised that she was hoping to locate a source for clear anti-graffiti paint that would be used to paint over the panels. It was agreed that should this type of vandalism continued the Parish Council would be asked formally to consider removing the back panel.

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: none had been received in time for this agenda and it was noted that the meeting scheduled for 11th October 2017 would stand.
 - ii. to note decisions coming forth – (see Appendix A)
 - iii. To receive an update on the Parish Council's response to the Referrals Committee Meeting scheduled for 18th October 2017 to 6 significant planning applications facing Thurston. The meeting received notes taken from the meetings with representatives from Pigeon Land Development Ltd; NHS England and SCC & MSDC Infrastructure Officers; MSDC- Local Plan Update; MSDC Development Control Officer re the planning applications facing Thurston and Jo Churchill MP. It was noted that the Parish Council had submitted a letter to Jo Churchill, MP to be forwarded to the SoS and Housing Minister outlining the Parish Council's concerns at the rush to approve development in areas where the infrastructure was either lacking or weak. The meeting was informed that the Development Control Manager at MSDC had indicated that it was highly unlikely that the planning applications would be considered at the meeting on 18th October 2017 and that 1st November has now been provisionally allocated.
 - iv. To consider the Parish Council's response to the Babergh and Mid Suffolk Joint Local Plan - noting responses must be submitted to the District by 5.00pm on Friday 20th November 2017 – it was noted that there were a number of areas and matters that the PC and NP needed to address and that a working group would be to be formed to discussed further and prepare a paper for consideration at the next Parish Council Meeting.

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- v. To note that whole Council has received bespoke training on Planning – it was noted that this had been set up to cover an overview of the way the planning system works and, in particular, material considerations. The latter was found very useful by those who had attended.
- b. Neighbourhood Plan:

Update on the Neighbourhood – it was noted that the NP had held a meeting with Mid Suffolk District Council’s Spatial Planning to discuss in detail the implications for the NP given the sites coming forward and the impact that growth will have on current and future infrastructure needs. The meeting noted that the NP was keen to initiate a further meeting with NHS England as they were not happy with some of the responses given and it was hoped that they might be able to energise them to look at the A14 corridor and imaginary solutions. It was confirmed that the Draft Plan written by NPSG and Navigus Planning should be finished by the end of the year. Areas of work had been divided up and once the research was finalised would be pulled together by Navigus Planning. Need information in a cogent form for Navigus. It was also noted that the Critical Friend appointed by MSDC to assist with NPs had agreed to act as a sounding board for any papers issued. The overall format for the NP was still to be agreed. The Character Assessment was now completed and once printed would be out for consultation for the month of November. Consultation would be on errors or omissions only.
- c. Recreation Ground Trust:
 - i. The accounts to 30th September 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 12c ii) at the end of the minutes for full details. The Budget to Actual for the period ending 30th September 2017 showed that expenditure was 20% over with income being under at 25%. It was noted that the account was expecting income in the sum of £1650 within the next couple of weeks which would help finances and would then put the account into a position where the sum owed to the Parish Council of £1300 could be repaid.
 - ii. The Council received the bank reconciliation to date and noted that bank balances stood at £113.36.
 - iii. To receive any matters coming forth – the Committee had received the latest Annual Appraisal of equipment and would be looking at quotations for parts that need replacing and work that needs to be done. Noted that the slide at Thedwastre Park had a hole in it that had appeared in last month. Equipment at Heath Road needed attention which could be a costly matter. It was also agreed that clarification was needed as to who is responsible for the boundary fences at Heath Road as some repairs were needed.
- d. Library Account:
 - i. The accounts for the period ending 30th September 2017 were presented to full Council and accepted by all. Bank balances were confirmed as £8,574.11 with available funds being the same. It was noted that the monies from the Wine Tasting Event had still to be banked. It was reported that an active conversation had recently been had regarding more suitable items for children and that there was now a notional plan as to how to move forward ie what is required and how to expand.
 - ii. The schedule of the accounts paid since the last meeting, monies receive and those 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.

So signed by the Chairman at the meeting of 2nd November 2017

- iii. The meeting was made aware that the next event would be the visit to the Cambridge University Press on 16th November and the Library AGM on 7th December.
- e. Emergency Plan – a report from Cllr. Thomas would be submitted at the next meeting.
- f. Councillor's Reports:
 - i. Councillors' Activities since the last meeting:
 - Library – Cllrs. Fawcett including Community Library Meeting
 - MSDC Local Plan – Cllrs. Dashper, Fawcett and Moss
 - NP Meeting – Cllrs. Fawcett, Masters and Mrs O'Connell
 - Planning – Cllrs. Dashper, Fawcett, Moss, Mrs O'Connell and Rainbow
 - Planning Training – Cllrs. Dashper, Fawcett, Masters, Moss, Mrs O'Connell, & Rainbow
 - Movement of VAS – Cllr. Masters, Moss, Mrs O'Connell & Rainbow
 - Cllr. Surgery – Cllrs. Fawcett.
 - Recreational Grd Cttee Mtng – Cllrs. Dashper, Moss and Rainbow
 - Meeting with Pigeon Land Development – Cllrs. Dashper, Mrs O'Connell & Rainbow
 - Meeting with NHS England – Cllrs. Dashper & Masters
 - Cavendish Hall Committee Meeting – Cllr. Moss
 - Helen Wilson, Principal TCC Meeting – Cllr. Dashper
 - Meetings with Co-Chair of the NP – Cllr. Fawcett
 - ii. Councillors' Reports on village issues arising:
 - Potholes – School Road by entrance to Lodge Close
 - Light near footpath outside No 54 Barleyfields – overhanging trees renders light Ineffective
 - Hedges over path through to Cloverfields – although trimmed they are still overhanging the path itself
 - Light outside of 14 School Road – obscured by tree
 - Oak Trees to the side of School Road down to Church Road overhang the footpath
 - Furze Close – issue over pavement and road surface
 - Sandpit Lane – vegetation overgrowth – Clerk requested to write to the Riparian Owner – possibly Green King – however it is noted that these are Elms are the home of the White-letter Hairstreak butterfly and it should be recommended that advice should be sought first from the Suffolk Branch of Butterly Conservation prior to any work being carried out to ensure that habitats were not affected.

12. 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 several meetings with SCC & MSDC on the significant planning applications facing Thurston; had liaised with members of the public on issues relating to hedgerows; lighting; potholes and public rights of way. A number of these had been passed onto other agencies for consideration. It was noted that the Council's response to be submitted at the Public Hearing to discuss the Appeal submitted by Hopkins Homes would be discussed at the Planning Committee Meeting scheduled for 11th October 2017. The meeting also noted that the Clerk would be attending a course being facilitated by SALC on the General Data Protection Regulations due to come into force in May 2018.

So signed by the Chairman at the meeting of 2nd November 2017

- 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 analysed to ascertain whether there was a pattern in the numbers being collected due to spikes in previous data.
- c) SCC Campaign – No More Delays on the A14 – Council noted the request, by the Suffolk Team heading up the bid for funding for upgrades to the A14, for evidence of accounts of being delayed on the A14 in the county and the costs of those in terms of wasted time, missed appointments or even lost orders. The Clerk confirmed that she had added this item to the Village website.
- d) Suffolk Branch of Butterfly Conservation – Council noted the correspondence received on Planning Application 5010/16 - a suggestion from Butterfly Conservation and the need to ensure that the habitat for the White-letter Hairstreak butterfly was protected in light of the future development that was proposed for the area under consideration within this application. It was noted that this had been passed on to the Thurston NPSG for consideration within the Thurston NP.
- 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 Surgeries.

13. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA – there were no specific items raised.

14. CLOSE OF MEETING – There being no other business the Chairman closed the meeting at 9.10pm.

15. DATE OF NEXT MEETING – Parish Council Meeting on Thursday 2nd November 2017 (changed due to clash with MSDC's Referral Committee Meeting of 1st November 2017) at 7.30pm in Thurston Community Library, Norton Road, Thurston

So signed by the Chairman at the meeting of 2nd November 2017

Appendix A

10 Financial Matters

a) Accounts agreed for payment

	CHQ/DD/CC	NETT	VAT	TOTAL
Business Services at CAS – Insurance	3363	1192.15		1192.15
Navigus Planning	3364	647.00	129.40	776.40
SALC -Good Councillor Guides	3365	35.75		35.75
M&TJs – Grounds Maintenance	3366	246.00	49.20	295.20
V Waples – Expenses	3367	40.55	2.85	43.40
SALC – Bespoke Planning Training	3368	210.00	42.00	252.00

b) Accounts paid since the last meeting –

Plusnet – Telephone – September	DD	29.98	6.00	35.98
New Green Community Trust – rent September	SO	360.00		360.00
Salaries – September 2017	3358-3362	4238.35		4238.35
Eurooffice	DD	238.97	47.74	286.71

c) Receipts received since the last meeting –

Lloyds – Interest	Interest	3.19		3.19
MSDC - Precept 2 of 2	BACS	45479.50		45479.50

12a Planning:

ii) To note the following decisions coming forth:

- Planning Permission for erection of front extension @ 5 Bracken Row
- Planning Permission for erection of a replacement dwelling following demolition of existing @ 51 Barton Road
- Planning Permission for erection of front porch, rear orangery, Juliet balcony and associated works @ Maple House, Church Road
- Planning Permission for conversion of garage to additional living accommodation @ 2 Robins Close

12c Rec Ground Accounts

i) Accounts paid since the last meeting: None

Monies received since the last meeting: None

ii) Accounts awaiting payment:

R Cook – Caretaker Contract	554	107.25	0.00	107.25
R Cook – Expenses	555	17.14	3.42	20.56
M&TJ's – Grounds Maintenance	556	55.00	11.00	66.00
Newflame – Annual Maintenance	557	25.20	5.04	30.24

12d Library Accounts

i) Monies received since the last meeting:

Wine Tasting Event – Raffle	Cash	67.50		67.50
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Accounts awaiting payment:

S Reeve – Bike Mount Stand	100	24.99		24.99
A Crowe – Sewing Bee Crafts	101	25.09		25.09

So signed by the Chairman at the meeting of 2nd November 2017

Glossary of Common Abbreviations used

BACS	Bankers Automated Clearing Services
CC	Credit Card
CCG	Clinical Commissioning Group
Chq.	Cheque
Cllr.	Councillor
Cttee.	Committee
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
MSDC	Mid Suffolk District Council
NHS	National Health Service
NP	Neighbourhood Plan
PC	Parish Council
PCSO	Police Community Support Officer
RFO	Responsible Financial Officer
SALC	Suffolk Association of Local Councils
SCC	Suffolk District Council
SNT	SaferNeighbourhood Team
SO	Standing Order
SOS	Secretary of State
TNPSG	Thurston Neighbourhood Planning Steering Group
VAS	Vehicle Activated Sign

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