

**THURSTON PARISH COUNCIL**

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

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

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

**In Attendance:** Mrs V Waples, Clerk, County Cllr. P. Otton, 8 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. Ames (work commitment). The meeting noted the absence of District Cllrs. Esther and Haley.
  - 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.  
Cllrs. Mrs Eden, Mrs O'Connell, Rainbow and Thomas declared that they had been subject to lobbying by the agents working on behalf of Bovis Homes.  
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 2<sup>nd</sup> August 2017 and additional Parish Council Meeting held on 7<sup>th</sup> August and Planning Committee Meeting of 23<sup>rd</sup> August 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:

  - **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.
  - **CHANGES TO FREE SCHOOL TRANSPORT:** I am dismayed that a change to the policy of providing free school transport to some pupils is being withdrawn. This only be available for pupils who live more than 2miles from their nearest school up to age 8

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and 3 miles for 8-16-year olds. There will also be a reduction in help for post 16's. There will be some consultation with a decision March 2018

- LETTER TO MINISTER: having written to support the request that any decision is called in by him. I am sorry that this has been declined.
- HIGHWAYS; the review of highways staff has been completed; We now come under the team based in Rougham. RoughamSDC@suffolk.gov.uk  
COMMUNITY CO-ORDINATORS: Melanie Hall will be responsible for looking at reports and enquires.  
COMMUNITY WARDENS: Cheryl Smith, Mick Baker, David Stiles will spend their time inspecting defects and working with town and parish councils. COMMUNITY ENGINEER: Anthony Smith  
However, you will still be expected to use the Customer service phone number; 0345 606 6171

When questioned she confirmed that the Service Delivery Centre that covered Thurston would be based in Rougham and that once all staff were fully in post she would arrange for another face to face meeting with the Parish Council to address concerns.

She acknowledged the request to have the speed limit on Mount Road extended up to Fishwick Corner junction and agreed to submit this to the relevant authorities for review.

When questioned she confirmed that most of schools in Suffolk now followed the 2-tier system with primary schools taking pupils up to the age of 11. The lack of school transport would mean for an upheaval for parents as it will encourage more to drive. It was suggested that this course of action would put the County in direct conflict with its quest to be the greenest county. Cllr. Otton confirmed that dependent upon a pupil's residency, the County was obliged to provide free transport to the catchment school.

Thanks were offered to Cllr. Otton in presenting the awards to those who carried out the Summer Reading Challenge earlier that evening which was well attended by parents and children alike.

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

- The District Council had responded to the consultation on ELECTORAL REVIEW OF MID SUFFOLK: WARDING ARRANGEMENTS with a recommendation that the number of wards for Mid Suffolk should be reduced to 34 from 40.

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

- Bovis – what type of lobbying had gone on? The Chair confirmed that the lobbying had been via telephone calls and that the Parish Council had a Media Policy which had been put into practise.
- Furze Close – state of potholes – hole in grass verge possible due to a sunken verge – barriers erected and no further action taken.
- Visibility at most junctions very poor – re sightlines
- Road-signs – hidden by vegetation
- Inside of verges cleaned but not the green vegetation and the weeds that are growing along the verges – who cleans these? It was confirmed that some of the minor works on the Highways that were not being attended to might in future come under the remit of the Parish Council – agenda item 7g refers.

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**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. To consider setting up a Community Speed Watch Scheme in Thurston – details of the Community Speedwatch had been received by the Clerk and would be circulated in full prior to the next meeting. It was noted that 6 members were needed to run the scheme and 34 had come forward so far. There was a suggestion from the SNT Team at Stowmarket that the Thurston scheme could link into the one at Beyton. It was agreed that the matter would be deferred to a future meeting which would allow the Clerk time to liaise with the Clerk at Beyton to ascertain whether they would be interested in sharing the equipment and if not time to ascertain costs. It was also agreed that once these were known the Parish Council would advertise for volunteers to come forward to assist with running the scheme.

**7. STATUTORY BUSINESS –**

- a. To receive nominations for the post of Vice-Chairman to the Parish Council – Cllr. Rainbow was nominated for the position of Vice-Chairman of the Parish Council. This was duly proposed, seconded, and approved by all present. He duly completed his Declaration of Acceptance Form which was countersigned by the Proper Officer.
- b. To receive nominations for the post of Chairman of the Planning Committee – Cllr. Dashper was nominated for the position of Chair of the Planning Committee. This was duly proposed, seconded, and approved by all present. It was agreed that any decision making would depend on any conflicts that he might have and which would be declared in the normal course of events. He duly completed his Declaration of Acceptance Form which was countersigned by the Proper Officer.
- c. To receive nominations for the post of Chairman to the Recreation Ground Committee Cllr. Rainbow was nominated for the position of Chairman of the Recreational Ground Committee. This was duly proposed, seconded, and approved by all present. He duly completed his Declaration of Acceptance Form which was countersigned by the Proper Officer.
- d. To receive nominations to join the Thurston Neighbourhood Plan Steering Group - Cllr. Masters was nominated to join the Steering Group, a position which he duly accepted provided that there was no conflict of interest given that he was an objector to a number of the planning applications that had been submitted in Thurston. It was agreed that the Clerk would get a ruling on this from SALC and provided this was in accord, his nomination would stand. It was noted that the position of Chair of the Neighbourhood Plan Steering Group was being shared by Cllr. Fawcett and Mr Dixon.
- e. To consider the membership of existing Parish Council Committees and Working Groups -
- f. To review and accept the updated Risk Management Strategy 2017 – Council reviewed and document and agreed to adopt the Strategy with immediate effect, aif.
- g. To consider the Parish Council's involvement in a full trial of SCC self-help scheme with a view to rolling the project out across the county later in the year. Council to consider the paper submitted and if agreed to sign the Memorandum of Understanding – it was noted that this had been previously agreed by the Parish Council subject to a number of minor amendments. The meeting noted that the Parish Council was part of a trial to ascertain how this could be managed and to be able to have a direct influence how this would work moving forward.

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It was noted that the Road Steward was likely to be the Clerk and training would be provided and that it had been indicated that there would be a small items budget for equipment and materials. The meeting was in agreement that the Memorandum of Understanding could be signed and this matter should be progressed further.

- h. To confirm the PC nominated members to the appointment of Trustee to the New Green Community Trust (Charity No 299410) To confirm the PC nominated members to the appointment of Trustees to the New Green Community Trust (Charity No 299410) – the Clerk confirmed that whilst the Parish Council could provide indemnity to those representing it on outside bodies provided they acted in good faith, it could not provide financial indemnity to those acting as Trustees for other organisations. As an unincorporated trust, it was confirmed that there were no Councillors wishing to take on such a financial burden and that there needed to be clarity from the New Green Trust as to whether its trustees could be restricted by liability.
- i. Code of Conduct Complaint against 2 NO Mid Suffolk Referrals Committee Members – the meeting was updated with details of the correspondence from the Monitoring Officer who had reviewed the Code of Conduct complaints made against the 2 Councillors and found that neither had been in breach of the Suffolk Code of Conduct. It was held that the Register of Interests in both cases had been correctly completed and that at the time of the Referrals Meeting on 12<sup>th</sup> July 2017 neither had a disclosable pecuniary interest.

*Details of the correspondence are available from the Clerk.*

*Due to unforeseen circumstances, Cllr. Mrs Eden left the meeting.*

**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 received the notes taken at the recent meeting with representatives from Network Rail, SCC Infrastructure Officers, Mid Suffolk Planning Department; Parish Council and Neighbourhood Plan Steering Group at which it appeared that there was a disconnect between the information that certain parties had and that the Parrish Council and Neighbourhood Plan Team were trying to ensure that this was corrected prior to the Mid Suffolk District Council’s Referrals Committee Meeting planned for later that month.

*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 agreed that further discussion on this matter would be in camera at the end of the meeting.*

- 9. **CHAIRMAN’S COMMUNICATIONS** – it was agreed to remove this item from the agenda as this item could be covered elsewhere within the agenda structure.

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

- a. To consider and accept the External Auditor’s report for the accounts for the year ending 31<sup>st</sup> March 2017 – Council accepted the external audit noting that there were no matters which came to their attention requiring the issuing of a separate additional issues arising report. Now that the audit had been concluded and the certificate accepted by the Council, the Clerk was instructed to advertise the conclusion of the audit. The meeting’s thanks were given to the Clerk for the manner in which she had presented the Parish Council’s accounts, aif.

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- b.
- c. The schedule detailing the accounts awaiting payment was presented to Council for approval, proposer Cllr. Fawcett, seconded by Cllr. Rainbow, aif.
- d. 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.
- e. 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.
- f. 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 £71,883.08 overall. It was agreed that the Council would invoke Standing Order 18 which confirmed that the Budget to Actual Statement should be presented on a quarterly basis as opposed to a monthly one, aif.
- g. To consider the Internal Control Report as carried out by the Council's Internal Controller Cllr. Rainbow – during the assessment the Clerk and Cllr. Rainbow had reviewed the adequacy of risk and assets under insurance and a number of additions had now been included within the insurance schedule. The meeting accepted the report and noted that a VAT submission was due in October with the 2<sup>nd</sup> quarter of payment due to HMRC with regards to PAYE and NI. It was confirmed that the Council holds the General Power of Competence until the next election scheduled for 2019 independent of the number of Councillors that were cop-opted during the term.
- h. 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 suspended until the Clerk had more time to source an appropriate bin.

**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. It was noted that an additional planning meeting would be called for 8<sup>th</sup> September to discuss further amendments to planning application 17/02232 and to determine whether the Council's previous comments still stood.
  - 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 and to consider the costs of receiving further professional advice on the way forward – the meeting was informed that the Secretary of State had decided (with reference to the Written Ministerial Statement by Nick Boles on 26 October 2012) not to call in the applications relating to South and North of Norton Road; Meadow Lane and Ixworth Road. He was content that they should be determined by the local planning authority. The meeting considered the costs involved in employing a Planning Consultant to advise the Parish Council on the work it had carried out to date in its submissions to the Planning Department and to advise how to best approach the next stage in representations to the Referrals Committee later that month when these applications were considered further. The meeting noted the hourly rate of £155. The meeting agreed to the employment of Michael Aves, Planning Consultant at a cap of 10 hours work, carried by a majority vote.

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- iv. 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 the answers to the questions posed (provision of details of costs involved for the project; financing of the project; timescales involved and landlord's permission) were sufficient for the Parish Council to formally agree to an application being submitted in its name and for the Proper Officer to sign the relevant paperwork, aif.
- v. The Chairman reminded all that the Parish Council had a Media Policy in place and that Councillors should refer all requests for comment to either the Clerk or the Chairman in accord with the policy. He also reminded all of email etiquette and asked that all be aware of circulation in sending on emails pertinent to planning issues and to ensure that any statutory bodies being copied in reflected Council decisions and policy.
- b. Neighbourhood Plan:
 

Update on the Neighbourhood– copies of the notes following recent meetings with outside agencies (SCC Infrastructure Officers on Education and the constraints to growth scheduled for 4<sup>th</sup> August; MSDC and SCC Infrastructure Officers on highway issues relating to the significant applications facing Thurston on 11<sup>th</sup> August 2017; Network Rail and various agencies on safety issues at the Railway Station on 31<sup>st</sup> August 2017) were circulated to all Councillors in attendance. It was also noted that the NP Working Group had met with its professional partner to discuss the next steps in the NP and how to take it forward to Draft Plan stages. It was noted that the NP would need to take a slight change of direction and focus on how it will deal with the sites for development should some or all the planning applications now in the system be approved. It was felt that it would not be appropriate if the NP were to allocate more sites even though the NP should span a period of 15 plus years. It had been agreed that the NP would also be focusing on the work carried out on the Character Assessment which would go out for consultation later in October. Further work would be undertaken on built leisure facilities; landscape and environment; walking and cycling provision; highway issues etc. The focus would be on what was currently in place, whether it would be sufficient and it not what was needed given the scale of development that was currently being planned by others for Thurston.
- c. Recreation Ground Trust:
  - i. The accounts to 31<sup>st</sup> August 2017 were presented to Council and accepted by all. Bank balances for the period ending 31<sup>st</sup> July 2017 stood at £437.19 The Budget to Actual for the period ending 31<sup>st</sup> August 2017 showed that expenditure was 21% over with income being under at 32%.
  - 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 further loan to the Recreational Ground Account in the sum of £500 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. Some invoices had been raised and payment was anticipated late September / early October. Council agreed for such a loan going forward, aif.
  - iii. It was confirmed that the Recreational Ground had met previously that evening and had discussed movement through the accounts and the additional hire of the pavilion was noted. The Committee had discussed the assessment reports on all three areas and would be looking at carrying out some remedial work. It was still awaiting further information from the Football Club on the improvements to the pavilion that were a requirement of the league. The next meeting would take place in December.

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- d. Library Account:
- i. The accounts for the period ending 31<sup>st</sup> August 2017 were presented to full Council and accepted by all. Bank balances were confirmed as £8,526.39 with available funds being the same. It was noted that the grant for the Big Bike Revival had been received and the cycle route signposting was progressing.
  - 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.
  - iii. The meeting was made aware that the Wine Tasting Event had been very well received and there were hopes of a further event!
  - e. Emergency Plan – work was still being carried out on the current details held on file and on the contact lists.
  - f. Councillor’s Reports:
    - i. Councillors’ Activities since the last meeting:
      - Library – Cllrs. Fawcett, Mrs O’Connell and Thomas
      - MSDC Local Plan – Cllrs. Dashper, Fawcett and Moss
      - NP Meeting – Cllrs. Fawcett and Mrs O’Connell
      - Planning – Cllrs. Dashper, Fawcett, Moss, Mrs O’Connell and Rainbow
      - Movement of VAS – Cllr. Masters, Moss and Mrs O’Connell
      - Cllr. Surgery – Cllrs. Fawcett.
      - Internal Audit – Cllr. Rainbow
      - Recreational Grd Cttee Mtng – Cllrs. Dashper, Moss and Rainbow
      - MSDC Meeting – Cllr. Fawcett
      - Network Rail – Cllrs. Master, Moss and Mrs O’Connell
      - Skatepark meeting with Jo Churchill, MP – Cllrs. Masters and Moss
    - ii. Councillors’ Reports on village issues arising:
      - Beyton Road / Barton Road – pothole repairs an issue
      - Existing bridge under the Railway Bridge on Barton Road – weeds
      - Donkey Corner – lack of road markings
      - Trees overhanging Sandpit Lane and along the path across New Green
      - Trees overhanging the Play Area on Thedwastre Play Area at New Green
      - Lights no working – Clerk to be notified of lamp numbers
      - Graffiti at Youth Shelter

### 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 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.
- b) To receive an update on the deployment of the VAS – further data collected was acknowledged. The Clerk informed the meeting that further data would not be analysed by a member of the NPT 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 had been emailed and updated now that volunteers had come forward.

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- 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.

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

**8. BUSINESS REMAINING FROM PREVIOUS MEETINGS – IN CAMERA SESSION**

- 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 considered further matters that would affect the numbers using the crossing; issues that would affect the safety of this crossing and how this information would be presented by the Parish Council and Neighbourhood Plan Team at future meetings. Discussion also followed over the parameters involved in the lack of a 5year land supply and its relationship with the emerging local plan.*

**15. CLOSE OF MEETING** – There being no other business the Chairman closed the meeting at 10.05pm.

**16. DATE OF NEXT MEETING** – Parish Council Meeting on Wednesday 4<sup>th</sup> October at 7.30pm in Thurston Community Library, Norton Road, Thurston

So signed by the Chairman at the meeting of 4<sup>th</sup> October 2017



## Appendix A

## 10 Financial Matters

## a) Accounts agreed for payment

CHQ/DD/CC

NETT

VAT

## TOTAL

|  |             |               |               |               |
|--|-------------|---------------|---------------|---------------|
| <i>M&amp;TJ's Grounds Maintenance – July &amp; Aug</i> | <i>3356</i> | <i>518.00</i> | <i>103.60</i> | <i>621.60</i> |
| <i>BDO – External Audit</i>                            | <i>3357</i> | <i>400.00</i> | <i>80.00</i>  | <i>480.00</i> |

## b) Accounts paid since the last meeting –

|  |                  |                |             |                |
|--|------------------|----------------|-------------|----------------|
| <i>Plusnet – Telephone - August</i>            | <i>DD</i>        | <i>32.82</i>   | <i>6.56</i> | <i>39.38</i>   |
| <i>New Green Community Trust – rent August</i> | <i>SO</i>        | <i>360.00</i>  |             | <i>360.00</i>  |
| <i>Salaries – August 2017</i>                  | <i>3352-3354</i> | <i>2515.19</i> |             | <i>2515.19</i> |
| <i>Rec Grd Loan</i>                            | <i>3355</i>      | <i>500.00</i>  |             | <i>500.00</i>  |

## c) Receipts received since the last meeting –

|                          |                 |             |  |             |
|--------------------------|-----------------|-------------|--|-------------|
| <i>Lloyds – Interest</i> | <i>Interest</i> | <i>3.12</i> |  | <i>3.12</i> |
|--------------------------|-----------------|-------------|--|-------------|

## 12a Planning:

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

- Planning permission for the proposed single storey rear extension and first floor side extension @ 17 The Hambros, Thurston
- Planning Permission for the erection of single storey rear extension (following demolition of existing garage) @ Paddock View Cottage, 10 Meadow Lane
- Refusal of Prior Approval for change of use of agricultural building to dwelling house @ Moat Farm, Barrells Road

## 12c Rec Ground Accounts

## i) Accounts paid since the last meeting: None

## Monies received since the last meeting:

|   |               |               |             |               |
|---|---------------|---------------|-------------|---------------|
| <i>Thurston PC – loan for repayment</i> | <i>Cheque</i> | <i>800.00</i> | <i>0.00</i> | <i>800.00</i> |
|---|---------------|---------------|-------------|---------------|

## ii) Accounts awaiting payment:

|   |            |               |              |               |
|---|------------|---------------|--------------|---------------|
| <i>R Cook – Caretaker Contract</i>      | <i>551</i> | <i>107.25</i> | <i>0.00</i>  | <i>107.25</i> |
| <i>M&amp;TJ's – Grounds Maintenance</i> | <i>552</i> | <i>110.00</i> | <i>22.00</i> | <i>132.00</i> |
| <i>R Cook – Expenses</i>                | <i>553</i> | <i>5.580</i>  | <i>1.09</i>  | <i>6.59</i>   |
| <i>Anglian Water</i>                    | <i>DD</i>  | <i>78.49</i>  |              | <i>78.49</i>  |

## 12d Library Accounts

## i) Monies received since the last meeting:

|                            |             |              |  |              |
|----------------------------|-------------|--------------|--|--------------|
| <i>Wine tasting Raffle</i> | <i>Cash</i> | <i>68.00</i> |  | <i>68.00</i> |
|----------------------------|-------------|--------------|--|--------------|

## Accounts awaiting payment:

|  |           |               |  |               |
|--|-----------|---------------|--|---------------|
| <i>St Peter's Church – profit share from Summer Meal</i> | <i>96</i> | <i>225.83</i> |  | <i>225.83</i> |
| <i>R Fawcett – TENS Licence</i>                          | <i>97</i> | <i>21.00</i>  |  | <i>21.00</i>  |
| <i>R Fawcett – Flowers for Librarian</i>                 | <i>98</i> | <i>10.00</i>  |  | <i>10.00</i>  |
| <i>F Blade – Wine Tasting Expenses</i>                   | <i>99</i> | <i>52.83</i>  |  | <i>52.83</i>  |

So signed by the Chairman at the meeting of 4<sup>th</sup> October 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>                           |
|                         |   |
|                         |   |

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