

THURSTON PARISH COUNCIL

Minutes of the extra-ordinary Parish Council Meeting held on Wednesday 23rd January 2019 at 8.15pm in the Thurston Community Library, Norton Road, Thurston.

In the Chair: Cllr. Dashper

Present: Cllrs. Fawcett, Haley, Hasler, Mrs Morris, Moss, Mrs O'Connell, Rainbow, Robinson and Thurlborn. **In Attendance:** Mrs V Waples, Clerk and member of the public.

- 1. OPENING** – The Chairman declared the meeting open at 8.15pm 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) There were no applicable apologies of absence.
- 3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25** –
 - a) There were no pecuniary or local non-pecuniary interests or personal interests for the Agenda under discussion declared. There were no gifts of hospitality exceeding £25 declared.
 - b) There were no declarations of lobbying by those Councillors present.
 - c) There were no requests for dispensations for the Agenda under discussion.
- 4. MINUTES OF THE PREVIOUS MEETING** - to note the minutes of the Parish Council meeting of 9th January and Planning Meeting of 23rd January 2019 will be considered for approval at the meeting of 6th February 2019.
- 5. PUBLIC FORUM** - Members of the public – to receive questions and matters of concern from those present on the agenda under discussion – there were no members of the public present.
- 6. STATUTORY BUSINESS** – Proper Officer to provide Council with advice as to the treatment of confidential minutes – Council was advised by the Clerk, following advice obtained from Suffolk Association of Local Councils (SALC,) that where a meeting is held in camera, or part of a meeting is held in camera then the whole meeting needs to be reflected in the minutes but any resolutions that are confidential or for some other special reason are not in the public interest to disclose (the reasons why the public can be excluded in other words) must be recorded in the minutes without disclosing the confidential or other sensitive information. It was also confirmed that the Council still needed to approve such minutes even though they are in camera.
- 7. FINANCE-**
 - a) To consider and approve the PCSO contract due for renewal effective 01.04.19 – during debate the following matters were raised:
 - Immediate review of youth shelter provision required – noted that some of the issues arising require further input from the police in general.
 - Project needs to be sustainable allowing for a managed resource for the route of the problem – some over-costs to deal with local or occasional issues to be resourced from within the budget or from earmarked reserves.

So signed by the Chairman at the meeting of 6th February 2019

- Vehicle – increase in costs – newer vehicle along with enhancements as required and agreed for all police vehicles. Noted that the vehicle was for the sole use of the sponsored PCSO.
- New contract allows for flexibility in detailing keys areas to be covered as identified by the sponsor – these are to be inserted into the contract at the commencement and cover items over and above the policing contract such as parking enforcement.
- Monitoring and evaluation – there will be a requirement for the reporting, on a monthly basis, as to the hours spent within the footprint of the parish and how many externally of the parish along with reasons for extraction.
- Review – there will be a six-monthly review of the role, performance and duties.
- Termination - six months' prior written notice to terminate the Agreement. As this role is in addition to that required of the Stowmarket SNT the Parish Council will be responsible for all termination/redundancy costs.

It was resolved by a majority decision to accept the 2-year Service Level Agreement for the Provision of a Police Community Support Officers for Thurston commencing 1st April 2019 subject to insertion of additional items as discussed.

- b) To receive and note the Council's Reserve Position to date (as attached) – the position as at 31st December 2018 was noted. The meeting was made aware of possible calls prior to year end on the earmarked reserves for the New Green Grant Commitment and Library for Community Based Projects. It was agreed that within the earmarked reserve of Social Infrastructure Projects there might be scope for the funding of additional PCSO hours.
- c) To consider and approved the draft Budget for the period 1st April 2019 to 31st March 2020 (as per the paper circulated at the meeting of 9th January 2019) – it was confirmed that the budget is based on the current footprint of the village which in essence seemed to be the correct measure to be used for the immediate budget to be set. Noted that the PIISG are looking at CIL monies as a possible source of funding for infrastructure projects that might be needed with the future planned development of Thurston. It was agreed by all that a 9.44% increase for a precept to be set provided an unease in terms of perception. It was considered that a 3% increase would give a budget of around £112,000 and that the Council should look to funding some of the one-off costs from general reserves or other possible funding sources.

The meeting resolved to set a budget of £116,110 for the year 1st April 2019 to 31st March 2020, aif.

The meeting further resolved to instruct the Clerk to rework the technical aspect of setting the precept at a maximum increase of 3% over that of 2018-2019 (which was £94,067) and that such workings would be circulated to all on Thursday / Friday (latest) with email approval of the setting of the precept to be given by all by 6.00pm on Monday 28th January 2019, aif. The meeting granted approval for the Precept Form to be served on the Charging Authority to be signed by the Chairman, the Clerk and 2 Councillors and issued to Mid Suffolk District Council on the understanding that the increase for the Precept was to be limited to the maximum increase of 3% (£96,889), aif.

- 8. Close of Meeting** – the Chairman closed the meeting to which members of the public and press were in attendance at 9.05pm.
- 9. Date of Future Meetings:** to confirm the date of the next Parish Council Meeting which is scheduled for 6th February 2019 and the date of the Policy and Resources Committee Meeting which is scheduled for 25th January 2019 commencing at 11.15am in the Parish Council Office.

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- 10. To resolve that under the Public Bodies (Admission to Meetings) Act 1960 s.1(2) and Standing Order 3d the public and press be excluded from the Meeting on the grounds that the council has obligations under relevant data protection laws and regulations as to how it uses personal data about the complainant, Councillors and Staff** – it was resolved by a majority decision to exclude the public and press from the meeting for the consideration of items 19 a) – c).
- a) To receive and approve the confidential minutes of the meeting held on 14th December 2018 (as attached) – these were approved as a true and accurate record of the meeting that took place by a majority decision and signed as such by the Chair of the Meeting.
 - b) To note, in accordance with the Council's Complaints Procedure, the decision on the complaint submitted against the Council's procedures adopted and action taken or not taken by the representatives of the Thurston Parish Council, be they elected, appointed or employed – as previously stated, Council was advised that the complaint had been considered and had not been upheld as the Council had found no grounds for the complaint. It was confirmed that the Council had found no evidence of any accusations against the complainant or against their integrity. It had also been recommended that all Councillors participate and benefit from training in the Register of Interests with reference to the Suffolk Local Code of Conduct. This had been verbally communicated at the meeting and in writing to the complainant.
 - c) To receive, in accordance with the Council's Complaints Procedure, a written appeal against the processes in which the decision was reached as reported under 10b above. Council to consider if it wishes to hear the appeal against the processes followed on the basis of the written appeal submitted – the Proper Officer made the meeting aware that she had sought legal advice on this matter and that the advice received had been for the Council to understand that they need not waste further energy and public resource on something that the Council was confident had already been satisfactorily dealt with through the democratic process and in good faith and that it should not extend the complaint into an 'appeal' stage. Cllr. Haley reminded the meeting that it was incumbent on this authority to follow that advice.
Agreement was forthcoming by a majority decision that the appeal is to be dismissed following advice sought and obtained from the Local Association of Local Councils to not proceed further with this matter.
- 11. Close of Meeting** – the Chairman closed the meeting at 9.32pm.

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