

THURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 1st August 2018 at 7.30pm in the Community Library, Thurston Community College, Thurston.

In the Chair: Cllr. Dashper

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

In Attendance: Mrs V Waples, Clerk; County Cllr. P. Otton; District Cllr. D. Haley; 4 members of the public; Kathy Lambert, Headteacher of Thurston Academy; Chris Denny, Schools Infrastructure Programme Officer, SCC; David Osborne, Project Manager for Delivery of New School, Concertus Design & Property Consultants Ltd and 1 representative from Pigeon Land Development Ltd.

1. **OPENING** – The Chairman declared the meeting open at 7.30 pm and thanked all for attending. A statement was read out indicating that, in accordance with the changes in legislation, the public and councillors were permitted to film, record, photograph or use social media to report on the proceedings of the meeting. A full transcript is available from the Clerk.
2. **APOLOGIES FOR ABSENCE** –
 - a. Apologies for absence – apologies of absence had been received from Cllr. Mrs Morris for personal commitments.
 - b. Approval of apologies for absence – Council agreed to approve the apologies submitted for absence, aif.
3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25** –
 - a. There was one Pecuniary Interests for the Agenda under discussion – Cllr. Robinson under Agenda Item 12a. Cllr. Robinson would not take part in the decision to approve financial matters.
The following local non-pecuniary interests for the Agenda under discussion were declared: Cllrs. Fawcett, Mrs O'Connell & Robinson as Friends of Thurston Library.
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** – the minutes of the Parish Council Meeting held on 1st August 2018 were agreed as true and accurate records, aif. The Chairman of the meeting duly signed the minutes as such. The minutes of the Planning Committee Meeting of 25th July 2018 were agreed as true and accurate records and signed by the Chairman of the meeting as such.
5. **BUSINESS REMAINING FROM PREVIOUS MEETING** – none that were not covered elsewhere in the agenda.
6. **PUBLIC FORUM** –
NEW PRIMARY SCHOOL FOR THUSTON
An update was received from Chris Denny, Schools Infrastructure Programme Officer, Schools Infrastructure Team on the new school (and location) for Thurston CofE Primary Academy.
 - SCC had met with Pigeon and School in June – idea to take this forward in conjunction with the planning permission granted.
 - Apologies decision on the actual site had not been communicated to the PC or the District Cllrs. or County Cllrs.

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- Academy Trust is not normally appointed at this early a stage but there is an opportunity to work closely with the trust to bring forward the new school.
- Aspirations for a new community library – idea is to establish meetings and feedback to move this along.
- Question – process followed and how they arrived at that decision?
Concertus put together a feasibility document together for the site. School were asked for a preference (3 of governors attended a meeting) – took it to full governor’s meeting who made the decision that this was a preferable site.
- In July initial meeting held with school – design is prescribed by government, but opportunity to ensure that it meets specific needs of the school going forward.
- Concertus commissioned to design – at start of design process – need to understand curriculum; vision and community aspirations. Looking at site, access arrangements, layout, massing of building; high level outline detail only; people movements; safeguarding.
- Concertus have held 2 meetings with the Academy – need to ascertain a design brief asap. Return in Autumn to discuss the progress. Site issues relating to that site can, within certain parameters, be addressed.
- Question – can we organise a separate meeting to discuss some of the PC/Community’s aspirations and to ensure detailed communication?
- Is Pre-School a separate entity or will it be absorbed into the primary school?
There needs to be a joined-up discussion on this but there is an early-years brief as to design; location and this is an ongoing discussion from the Early Years Team at SCC.
- Question - existing site – what is happening to that site on vacation?
Site is owned by St Edmundsbury Diocese. Ongoing discussions are being had with St Edmundsbury Diocese as to future use with a title report being prepared.
- Question when were Concertus actually appointed?
Concertus may have offered ad-advice on site constraints etc. as part of link within SCC. Concertus only appointed officially once project was agreed to move forward.
- Question – when did Chris Denny ask to attend meeting?
Prior to the knowledge of the school site.
- Question – do Concertus have to bid for school projects?
Concertus has to go through a procurement procedure as all commercial enterprises. It has been involved in a number of school sites and is a multi-disciplinary company.

It was agreed that the Clerk would send the site assessments carried out by the Neighbourhood Plan Team as to the suitability for Sites 1 and 2 to hold a school to all along with dates for possible attendance for a future meeting with the Parish Council.

COUNTY COUNCILLOR MRS OTTON’S REPORT – Cllr. Otton was invited to submit her written report - the full version can be seen at Appendix C.

DISTRICT COUNCILLORS’ REPORTS – Cllr. Haley was invited to submit his report and commented on the following:

- CIL – not happy with current process. Therefore, a meeting will be had with Leaders of MSDC and SCC to discuss the issues coming forth and he will advise the PC of the outcomes of the meeting – County Cllr. Otton would also be in attendance.
- MSDC – looking at Options for a new Technology Hub in Stowmarket
- Full Council Meeting last week – all cabinet reports are on the website
- Request by the Parish Council for a Planning Application to be called in – have set this in motion
- Appointment of new Chairman of the Standards Board has been announced.

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- Timeframe of Local Plan – Local Development Scheme – Regulation 18 in Autumn 2018. Regulation 22 Submission Summer 2019 – anticipated.
- 5-year land supply – reached a milestone – how has that been achieved? Note new National Planning Policy framework & Town and County Planning Institute guidelines have been produced.
- Question – why does the 5-year land supply have gaps in it? This and other questions will be raised on behalf of the Parish Council to the Strategic Planning Department at MSDC and the responses provided to the Clerk.

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

- Meadow Lane – adopted road – why has that road been surfaced when there are other roads that are in more need of action?
- Who took the decision that a primary school with 420 places was sufficient for Thurston? It was confirmed that SCC’s School Infrastructure Team has allocated the size of school against a set criterion which takes into account existing numbers and future numbers based on planning permissions given/in system.
- Temporary classrooms – will they be needed or accommodated? The Headteacher of the Academy School stated that this is a last course of action, but they will be placed if needed.

7. POLICE MATTERS –

- a. Council noted that the latest SNT report was via the website as direct link to Stowmarket SNT.
- b. Council received the latest Thurston SNT Report detailing the work undertaken over the past month by PCSO Matt Smith which had been produced following reports submitted to the Clerk from PCSO Matt Smith.
- c. To receive a report from the Clerk following an update on the implementation of the recommendations from the Project2025 review of Policing in Suffolk – the Clerk provided a brief summary of the changes that will be occurring in Suffolk and how they would impact on the Stowmarket SNT in particular and the funding role of the Thurston PCSO. An infographic providing more details had been uploaded onto the website.
- d. To receive village reports of concern for referral to Police – there were no further issues raised.

8. STATUTORY BUSINESS –

- a. To receive nominations for the posts of Councillor following the remaining casual vacancy as advertised in accordance with section 232 of the 1972 Act – there were none to fill the current vacancy.
- b. To receive the amended Council’s 3 Year Business Plan – the amended version had been circulated to all and would be uploaded onto the website over the coming month.
- c. To remind all Councillors to review their own personal development requirements and request appropriate training where relevant – Cllrs. encouraged to review their own needs and inform the Clerk of any courses of interest.
- d. To consider the proposal to consider the Thurston War Memorial to be classified as of special architectural or historic interest by Historic England – this was regarded as a rational move and would add a layer of protection to the monument. Adding another historic site to the village was seen to be beneficial. Agreed to support the setting, aif.
- e. To receive notification of the Suffolk County Council (Parish of Rougham) (Mount Road and Side Roads) – it was noted that the new regulation order was now in place with appropriate 40mph road markings.

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9. TO CONSIDER MATTERS RELATING TO NETWORK RAIL:

- a. To receive an update on safety measures or improvement works at Thurston Railway Station -
The Clerk made the meeting aware that Network Rail were now waiting on SCC Highways Infrastructure Manager who had indicated that he would relook at the traffic survey and let them know if it would limit the road capability. If as suspected that was the case, a pushed through underpass would give us the same results and enable closure of the crossing. This would then be passed to another team in Network Rail in order to provide the scope for the further work.
- b. To receive an update on the measures or improvement works to mitigate the Thurston Area Noise Complaints with particular reference to freight trains – the Clerk made the meeting aware of an email trail received which stated that the residents affected felt that the reduction of speed continues to be much more acceptable making life more bearable. The residents most affected believed that small sound barriers were needed along the two short stretches of track where it is close to, and on the same level as the housing (St. Peters Way-Birch Close and Station Yard). It was further stated that there was no space to plant trees or shrubbery outside of the railway boundary. Further communication once available would be noted.

10. TO CONSIDER MATTERS RELATING TO PLANNING FOR THURSTON:

- a. To consider the following Planning Applications:
 - DC/18/03328 – application for outline planning permission (all matters reserved). Erection of up to 2 dwellings (resubmission) @ land north of Poplar Farm Lane, Great Green.
It was agreed that the Parish Council would reiterate similar response as per previous applications with the addition of extra knowledge of MSDC having a 5-year supply, aif.
- b. To note decisions as determined by the Local Planning Authority – (see Appendix A)
- c. To consider matters arising from previous planning responses submitted as statutory consultees – DC/18/00363 – noted Prior Approval

11. NEIGHBOURHOOD PLANNING –

- a. to note the period for consultation of the Thurston Neighbourhood Plan Pre-Submission (Regulation 14) Version Document commenced on 9th July and ends at 5.00pm on 31st August 2018 –the consultation was now open, and all comments would be reviewed. Once the consultation has finished a summary will be provided indicating whether amendments have been made or comments will be passed onto other stakeholders for further comments or actions.

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

- a. To approve the accounts awaiting payment (see Appendix A) including those coming forth – Approval given for cheques to raised, aif.
It is recorded that Cllr. Robinson took no part in the discussion or approval of financial matters awaiting payment.
- b. To note the accounts paid since the last meeting (see Appendix A) - noted
- c. To note receipts allocated since the last meeting (see Appendix A) - noted
- d. To consider and receive the Bank Reconciliation for the period ending 31.07.18 – it was noted that cleared funds across both bank accounts stood at £67,151.45.

13. QUESTIONS FROM COUNCILLORS PREVIOUSLY SUBMITTED – none had been received.

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14. REPORTS FROM COMMITTEES AND GROUPS -

- a. Recreation Ground Trust:
 - i. 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 14c ii) at the end of the minutes for full details – approved, aif.
 - ii. The Council received the bank reconciliation to date and noted that bank balances stood at £2448.43 with cleared balances being £2712.43.
 - iii. To receive any matters coming forth – it was noted that the meeting due to be held on 25th July 2018 to obtain further updates from the Skatepark Committee to ascertain how they were progressing with the pre-installation requirements for the siting of a temporary skatepark on the Recreation Ground had been cancelled as the request to consider this matter had been withdrawn. It was confirmed that some of the work for play equipment repairs at both Heath Road and Thedwastre Park had been carried out. Quotations for tree work to be carried out within the next three months as identified in the report by Urban Forestry would be sourced over the coming weeks. Noted some works had been carried out on Thedwastre Park but there were still outstanding issues with the slide as a different style was now needed. Graffiti on the panels on the slide had now all been cleaned away. The seesaw at Heath Road had been repaired and the swings were still to be identified for repair.
- b. Library Account:
 - i. The accounts for the period ending 30st July 2018 were presented to full Council and accepted by all. Bank balances were confirmed as £9,749.29 with cleared available funds being the same.
 - ii. The schedule of the accounts paid since the last meeting, monies received and those accounts awaiting payment was presented to the Council and noted by all present – see Appendix 14dii at the end of the minutes for full details.
 - iii. To receive any matters coming forth – Village Quiz on 14th September; Trip to London 17th November with Elmswell Library; Suffolk Libraries amongst 6 libraries in Country where Arts Council has given a sum of money to Suffolk to look at engagement with the 11-24 age group – working with some Artists to encourage engagement with this group – intend to engage with a number of groups who could be interested in this project and taking this further to discuss what might be provided; revamp of Children’s Library which might tie in with the Arts Project.
- c. Emergency Plan – Clerk was hopeful that the sections due to be completed by the Parish Council would be finalised once the roads for which Councillors will be responsible was finalised. Update
- d. Skatepark Steering Group –
 - i. To receive an update from Cllr. Dashper on the Skate Park Steering Group Meetings held – Cllr. Dashper attends the meeting on behalf of the PC. Meeting monthly. Postponed meeting in August until September to allow for feedback regarding the temporary skatepark at New Green. There was a need to look at the wider implications of the desire to locate a skatepark along with logistics to deliver something along with designs, location and funding. College has indicated that it will be willing to give up part of the land on the Persimmon site as it will be surplus to its requirement. The Skatepark Group wanted the Parish Council to continue to look at the Recreation Ground. Noted that 30 members had signed up to use the half-pipe located on the grassed area of the car park at the New Green Centre for the Summer Holidays. It will not be policed but will be monitored. Efforts are being made to talk to those using the facility and engagement is undertaken on a Friday as a formal club. There was no communication with the residents as to the siting of the skate-park on New Green Centre. Facility is locked up at night. The Skatepark Group were not aware of any issues with the use. It was agreed that all feedback received should be made available to the Parish Council. Most contentious topic has been the request for the Recreation Ground to be considered as a site for a Skatepark.
 - ii. To receive and consider a request from the Recreation Ground Committee on behalf of the Skate Park Steering Group to consider funding a feasibility study into the suitability of the Recreation Ground for the siting of a permanent skatepark facility – agreed that rather than So signed by the Chairman at the meeting dated 5th September 2018

focus on one site there was a need for site assessments to be carried out all the possible sites within the village to feed into the alternative use of land not required for educational use. Concern that this will look to the community as not being a transparent process if only one site is chosen. Agreement was forthcoming that site assessments should be done on all possible sites within the village, aif. PIIS Group to start this process with input from the Skatepark Steering Group Committee, aif.

iii. To note that the Skatepark Steering Group have withdrawn the request to site a temporary wooden half pipe on the Recreation Ground and that this will not now be considered by the Recreation Ground Committee.

e. Councillors Reports –

i. to note Councillors' activities since the last meeting

- NP booklets delivery - all Councillors
- Cavendish Hall Meeting – Cllr. Moss
- Planning Committee Meeting – Cllrs. Dashper; Fawcett; Masters; Moss; Mrs O'Connell and Rainbow
- VAS Movement – Cllrs. Hasler and Masters
- Parish Council Liaison Meeting – Cllrs. Masters & Rainbow
- NP Surgery – Cllrs. Fawcett & Robinson
- Library Meetings – Cllrs. Fawcett & Robinson
- Persimmon Reserved Matters Meeting – Cllrs. Bradley; Hasler; Mrs O'Connell & Robinson

ii. to receive reports from Councillors' on issues relating to the village

- Communication from SCC on decision of new school site and when it was taken
- Damaged grit bin – Heath Road / Genesta Drive
- Blocked drain on Pokeriage Corner
- Rubbish on road to Pakenham just past Criterion Ices
- Hedges on Sandpit Lane - overgrown
- Hedges on Norton Road - overgrown
- Pathway alongside New Green – lack of clear markings on footpath denoting cycle lane and pedestrian lane.

15. CLERKS REPORT

- a) Delegated powers – numerous issues relating to potholes have yet again been flagged up to SCC Highways Department at Rougham. New email addresses to be set up for Councillors to be processed over the coming weeks. The Clerk informed the meeting that she was being trained by Suffolk Association of Local Councils to include GDPR within her training portfolio.
- b) To receive an update on the deployment of the VAS – a problem had been identified with sending the data from the new Vas via the to the Clerk once downloaded. It was anticipated that this would be sorted once the new phone was active with a sim card. Data from Beyton Road indicates that the average speed is now recorded as in excess of 35mph. Still persistent numbers coming through at higher speeds during the evening and early morning.
- 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.

16. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA – full Council training would take place on Standing Orders and on GDPR in October.

17. CLOSE OF MEETING – There being no other business the Chairman closed the meeting at 10.15pm

So signed by the Chairman at the meeting dated 5th September 2018

- 18. DATE OF NEXT MEETING – the next Parish Council Meeting is scheduled for Wednesday 5th September 2018 commencing at 7.30pm in Thurston Community Library, Norton Road, Thurston with a Planning Meeting scheduled for 29th August 2018 commencing at 7.30pm in Thurston Community Library, Norton Road, Thurston. *(Noted that the Planning Meeting scheduled for 8th August is cancelled).***

- 19. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted –**
 - i. Clerk’s Performance Review and linked actions – the Chairman’s recommended actions were agreed by all.**

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Appendix A

10. Planning:

b) To note the following decisions coming forth:

- Planning Permission - DC/17/02232 - Erection of 129 dwellings (including 45 affordable dwellings), construction of new vehicular access and provision of cycle /pedestrian link to Barton Road. Provision of road and drainage infrastructure and open space (second application) @ Land On The West Side Of, Barton Road, Thurston, Suffolk

12. Financial Matters

a) Accounts agreed for payment

	Voucher	CHQ/ DD/SO	NETT	VAT	TOTAL
Glasdon – 2 Litter Bins	548	3461	595.72	119.14	714.86
Gipping Press Ltd	549	3462	2068.40	66.28	2134.68
Prettys Solicitors LLP	550	3463	330.00	66.00	396.00
Navigus Planning	551	3464	690.00	138.00	828.00
M&TJ's – Grounds Maintenance	552	3465	376.00	75.20	451.20
Suffolkbix – training	553	3466	25.00	0.00	25.00

b) Accounts paid since the last meeting –

New Green Rent – July 2018	536	SO	360.00	0.00	360.00
Plusnet – old contract	537	DD	36.72	7.34	44.06
Plusnet – calls to 19 th July 18	538	DD	0.74	0.15	0.89
Amazon – HDMI lead & Mouse	542	CC	22.88	1.18	24.06
Eurooffice – NP Stationary	543	CC	181.60	36.33	217.93
Eurooffice – Stationary	544	CC	130.26	26.06	156.32
Currys – Lenovo Laptop – Planning	545	CC	249.17	49.83	299.00
123Connect	546	CC	99.00	19.80	118.80
Dyno-Rod	547	CC	145.00	29.00	174.00

c) Receipts received since the last meeting –

Lloyds – Complaint Upheld	Credit	100.00		100.00
Lloyds – Interest – July	Interest	3.69		3.69

14a) Rec Ground Accounts

i) Accounts paid since the last meeting:

Brit Gas – Electricity	DD	287.19	14.35	301.54
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Monies received since the last meeting:

French for Tots – Hire	Bacs	216.00	0.00	216.00
Thurston Football Club	Chq	264.00	0.00	264.00

ii) Accounts awaiting payment:

Caretaker Contract	586	110.77	0.00	110.77
M&TJ's – General & Annual Maintenance	587	1710.00	342.00	2052.00

16b) Library Accounts

i) Accounts awaiting payment:

P Robinson – Reconditioned Hoover	116	160.00	0.00	160.00
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So signed by the Chairman at the meeting dated 5th September 2018

Appendix B

Glossary of Common Abbreviations used

aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
BACS	Bankers Automated Clearing Services
BUAB	Built Up Area Boundary
CC	Credit Card
CCG	Clinical Commissioning Group
Chq.	Cheque
Cllr.	Councillor
Cttee.	Committee
DC	District Council
DD	Direct Debit
FOI	Freedom of Information
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
HRA	
LAIS (from SALC)	Local Association's Information Services
LGBCE	Local Government Boundary Commission for England
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NHS	National Health Service
NP	Neighbourhood Plan
NR	Network Rail
PC	Parish Council
PCSO	Police Community Support Officer
pdf	Portable Document Format
PIIS	Parish Infrastructure Investment Group
Rec.	Recreation
RFO	Responsible Financial Officer
SEA	
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
SID	Speed Indicator Device
SNT	SaferNeighbourhood Team
SO	Standing Order
SPS	Suffolk Preservation Society
TBC	To be confirmed
TCC	Thurston Community College
TNPSG	Thurston Neighbourhood Planning Steering Group
TPO	Tree Preservation Order
TRO	Traffic Regulation Order
VAS	Vehicle Activated Sign

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Appendix C – County Cllr. Otton’s July Report to Full Council

- Council agrees to draw up costed five-year cycling plan:
At the Council meeting on 19 July, councillors from the Liberal Democrat, Green and Independent Group put forward two motions asking for a commitment to investing in Suffolk’s cycling infrastructure. The first motion asked the council to set up a cross-party group tasked with drawing up a costed five-year cycling plan, whilst the second motion asked the council to commit to ring-fencing at least 5% of its annual Integrated Transport Block for cycling infrastructure.
Whilst there was unanimous support for motion 1, the administration would not support a commitment of funding for cycling infrastructure, and so unfortunately motion 2 was rejected.
Although the two motions were voted on separately, they are intrinsically linked: without a minor commitment of council funding, any future bids to the Department for Transport are likely to be unsuccessful. This has been the case for the past seven years, during which Suffolk has missed out on five opportunities to receive funding for cycling from the DfT. Currently, SCC spends approximately 10% of its Integrated Transport Block on cycling infrastructure anyway, so the motion was not asking for additional money – just a firm commitment that a minimal level of funding would be available each year.
/We are awaiting further information regarding the cross-party group that will draw up a cycling plan and will keep you updated as this progress.
- Final decision reached on school transport policy changes:
Following the Cabinet’s decision to change Suffolk’s school transport policy, my group (made up of Liberal Democrats, Greens and Independents) submitted a joint “call-in” of the decision with the Labour group. The call-in argued that Cabinet did not have enough information to make an appropriate decision, particularly with regards to the financial modelling, the experience of Essex County Council, and the potential impact on Suffolk’s Greenest County ambitions.
On Monday 9 July, the Scrutiny Committee questioned officers and the Cabinet member in response to the call-in. However, they determined that the concerns we raised were not valid and so rejected the call-in. This means that the Cabinet’s decision was endorsed and the planned changes to the school transport policy will be implemented from September 2019.
As you can imagine I was desperately disappointed that the scrutiny committee failed to see just what the impact will be particularly on Thurston community college; we wait to see just what the repercussion will be!!!
- Proposed new primary school in Thurston:
Along with the parish council I was furious that we were not included in any discussions on this. I am also extremely cross that so far, no CIL bids have been secured for Thurston. I have sent a message to the leaders and CEX of both councils expressing my frustration.
- Highways:
I will also raise the on-going problems with highways especially Fishwick corner.
- Additional £6m borrowed to fund improvements for recycling centres:
The Cabinet has agreed to borrow an additional £6m to fund improvement works for four of Suffolk’s recycling centres. The priority works have been identified as follows:
Deliver urgent improvements to the Foxhall (estimated cost £3 million) and Haverhill (estimated cost £1 million) recycling centres; and
Secure sites for replacement recycling centres for Ipswich (estimated cost £1 million) and Stowmarket (estimated cost £1 million).
We have highlighted to the cabinet member responsible for waste services the importance of working with local councillors and residents when attempting to improve recycling centres.

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