

THURSTON PARISH COUNCIL

Minutes of the Parish Meeting of the Parish Council held on Wednesday 4th December 2019 at 7.30pm in the Community Library, Thurston Community College, Thurston.

In the Chair: Cllr. Dashper

Present: Cllrs. Fawcett, Haley, Morris, Rainbow, Robinson, Thurlbourne, Turner and West.

In Attendance: County Cllr. P Otton, District Cllr. Richardson (in part), Mrs V Waples, Clerk and 2 members of the public.

1. **OPENING** – The Chairman declared the meeting open at 7.30pm 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.*
The Chair reminded all councillors of their responsibilities under the Code of Conduct and, given the proximity of the election, a request to be mindful of the impartiality of the meeting on a political footing was also submitted.
2. **APOLOGIES FOR ABSENCE** –
 - a. There were no applicable apologies of absence.
 - b. Council was informed that Cllr. Hasler had submitted in writing his resignation from the Parish Council which had been accepted by the Chairman. The Clerk confirmed that she had advertised the vacancy in accordance with legislation.
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, Haley and Robinson as Friends of Thurston Library and Cllr. Fawcett for Agenda Item 15bi). There were no gifts of hospitality exceeding £25 declared.
 - b. There were no declarations of lobbying for planning matters by those Councillors present.
 - c. The Clerk confirmed that 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 November 2019 were agreed by all present as a true and accurate record and signed by the Chair as such.
 - The minutes of the Planning Committee Meeting held on 6th November 2019 were agreed by all present as a true and accurate record and signed by the Chair as such.
 - The minutes of the Planning Committee Meeting held on 20th November 2019 were agreed by all present as a true and accurate record and signed by the Chair as such.
5. **BUSINESS REMAINING FROM PREVIOUS MEETING** – there was none that was not covered elsewhere on the agenda.
6. **PUBLIC FORUM** –

COUNTY COUNCILLOR MRS OTTON'S REPORT – Cllr. Otton had submitted a written report, a copy of which can be seen at Appendix C. The following question was put to Cllr. Otton:

 - The meeting was recommended to review the paper submitted to SCC's Cabinet Meeting of 6th November regarding the new Rights of Way Improvement Plan
 - Recycling depot at Rougham Hill – closure date is still unknown as the new depot on Barton Hill has not yet open.

So signed by the Chairman at the meeting of 8th January 2020

DISTRICT COUNCILLOR REPORTS –

Cllr. Richardson's written report as submitted can be seen at Appendix D.

Cllr. Mansel's written report as submitted on behalf of Cllr. Turner can be seen at Appendix D.

MEMBERS OF THE PUBLIC – there no comments made by the members of the public present.

MATTERS COMING FORTH FROM THE PUBLIC – the following matters had been submitted to the Clerk for consideration by the Council:

- Green Space – Station Road – request for the parish council to consider a proposal to purchase/rent overgrown strip of land on the left side of Station Hill.
It was noted that the land is in private hands and it would be dependent upon costs to purchase. A further request was submitted for a bench to be provided along Station Hill for use of residents.
- Thurston Station Building – request for the parish council to consider the future of this building.
Noted that it is a Grade II Listed Building and that the terms of the lease stipulate that whoever takes on the lease must carry out appropriate repairs – gift of ownership lies with Network Rail. It was agreed that the Clerk would contact Network Rail to ascertain whether there are any plans for the station's future.
- Oak Tree Seedling – request for the parish council to consider transplanting a young oak tree from a garden to the green area at the top end of Oakey Field Road
Noted that MSDC own the land and a request should be submitted to them. Issue is that the Green at Oakey Field Road is used by young people as open space and that this might encroach on the use of such open space. Perhaps a more appropriate place might be on the green open space area between St Peters and Cavendish Close or the green area behind the noticeboard on School Road.
- Planting Trees – does the parish council have a procedure for planting trees in the village
It was noted that the trees that have been given to the Tree Warden have in the main gone into private gardens. Issue for the Parish Council is being able to identify community land upon which such trees could be planted. The meeting agreed that a policy to cover the planting of trees should be considered by Policy and Resources Committee.

7. POLICE MATTERS –

- a. to receive a report from PCSO Smith on crimes relating to Thurston – it was noted that PCSO Smith had been on sick leave since 4th November 2019 and that the Clerk had been informed that he would not be returning to duties until the New Year. In the meantime, Sgt Rolfe and Inspector Wakeling of the Stowmarket SNT had provided assurance that Officers will continue to spend time patrolling and dealing promptly with any issues raised in Thurston and the surrounding villages until PCSO Smith's return. The report as submitted had been collated by PCSO Brill in the absence of PCSO Smith.
- b. to receive village reports of concern for referral to Police – inappropriate driving of mopeds along Station Hill and Sandpit Lane usually between hours of 10.00pm and 10.30pm
- c. to receive further information on:
 - i. a variation to the PCSO contract – this was in abeyance until PCSO Smith's return to work. The meeting was informed that the Clerk had returned the invoice for the period 1st October 2019 to 31st March 2020 and asked that this be re-issued on a pro-rata basis once PCSO Smith had returned to work.
 - ii. matters relating to anti-social behaviour in Thurston – the first joint ASB operation had taken place on Saturday 16th November with officers deployed on foot and in vehicles. It is believed that the weather may have prevented many issues as there were only a few youths encountered.

So signed by the Chairman at the meeting of 8th January 2020

8. YOUTH MATTERS –

- a. To receive an update on the provision of a youth shelter within the grounds of New Green – as a result of the police discussions and delays in setting up of a youth council this had not been progressed but Cllr. Turner was hopeful that this would be resolved soon.
- b. To receive an update on the establishment of a Youth Council - Cllr. Turner stated that he had received a response from an adult who was interested in assisting with setting up the Youth Council and that further discussions would be had over the coming weeks.

9. STATUTORY BUSINESS –

- a. Local Government Boundary Commission – Electoral Review of Suffolk – Division Arrangements - <https://www.lgbce.org.uk/all-reviews/eastern/suffolk> - Council to consider and formulate a response to the proposals outlined.
Whilst the proposals did not affect Thurston directly, indirectly it was noted that there was a value in the Council making a comment on the possible overall reduction from 75 to 70 Councillors and there was a case to be made for looking at SCC as a whole. Councillors were recommended to look at the useful response from an Independent Member of SCC whose solution was that the numbers should be reduced to 72. It was noted that the numbers for BDC and MSDC seemed balance. All agreed that a response on the basis of the independent councillors submission would be supported, aif. Cllr. Dashper agreed to formulate a response to be submitted on behalf of the Council.
- b. To approve the appointment of Cllr. West to the Emergency Plan Committee – the meeting agreed to support this appointment, aif.
- c. To approve the appointment of Cllr. Turner to the Recreational Facilities Committee – the meeting agreed to support this appointment, aif.
- d. Christmas Part Night Street Lighting 2019 – Council to consider part night lit lights on Christmas Eve into Christmas morning and New Year's Eve into New Year's morning – it was agreed that it made sense to follow the option being proposed by SCC to leave all part night lit lights on Christmas Eve into Christmas

10. TO CONSIDER MATTERS RELATING TO NETWORK RAIL:

- a. To receive an update on safety works / improvements to Thurston Railway Station – it was confirmed that nothing further had been received on this matter. The meeting agreed that it reconfirmed that a lack of a solution should surely mean that further large-scale applications should not proceed. The PC had stated that they felt that neither of the proposals for Bloor or Gladman should proceed to committee until work had been carried out to ascertain whether a solution could be achieved.

11. TO CONSIDER MATTERS RELATING TO PLANNING FOR THURSTON:

- a. To consider the following Planning Application: a summary on the planning applications discussed at the planning meeting prior to the Parish Council meeting was given as follows:
 - DC/19/05155 - Outline Planning Application – (some matters reserved – access to be considered) – erection of 1 No dwelling with provision of internal access road and landscaping @ land at Navarac, Great Green – *recommended to refuse in line with a previous stance for applications on this land.*
 - DC/19/05392 – Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to 2 No dwelling houses (Class 3) and for Associated Operational Development. Town and Country Planning (General Permitted Development) Order 2015, Schedule 2, Part 3, Class Q @ Harveys Garden Plants, Great Green – *recommended to refuse in line with previous comments submitted.*
 - DC/19/05386 – Full Planning Application – erection of 1 No dwelling and garage @ Plot 8, land off Cedars Close – *recommendation to refuse.*

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- DC/19/05377 – Planning Application – Erection of 2 No. detached dwellings and garages @ Plots 1 and 2, Cedars Close – *recommendation to refuse with reference to previous comments submitted*
 - DC/19/05465 – Outline Planning Application (all matters reserved) – erection of 2 detached dwellings with garages @land east of Woodlands, Barrells Road – *recommendation to refuse and request for this to be called in with the other applications for Barrells Road*
 - DC/19/05531 – Outline Planning Application (all matters reserved) – erection of 1 No detached dwelling (self-build) @ land North of Poplar Farm Lane, Great Green – *recommendation to refuse.*
- b. To note responses relating to previous planning comments submitted as statutory consultees: the following matters relating to the commencement of works at both the Hopkins Homes and Linden homes sites were brought to the council's attention:

Hopkins Homes

The Chair, Vice-Chair and Clerk had met with the Construction Site Managers of Hopkins Homes and discussion had been had on:

- Street Cleaning – agreement that the street cleanings would extend their area for cleansing
- Verges opposite Sandpit Lane entrance – appropriate works would be carried out to this area under a S278 agreement in the New Year. In the meantime the footpath had been swept and hedgerows trimmed to prevent people having to work on the mudded grass area.
- Programme of works – once all tarmac had been laid within the site then all deliveries would be contained within the site.
- Preferred route – lorries to leave site, turn right and go along Norton Road. Once in Norton, expectation that those accessing the A14 eastbound will turn right and those westbound will turn left.
- Plots 1 and 2 – these have been verified as being in the correct place against plans submitted
- Build Rate - Sales cabin due Feb 2020. Show house June/July 2020. 1st occupation – August 2020. End of April 2021 – anticipate 40 occupied of which 15 will be social housing.
- Disused sub-station on Sandpit Lane – this will be brought into play - contractors will begin working on this over next few weeks. Sub-station on Church Road also to be used.

Linden Homes

The Vice- Chair and Clerk had met with the Construction Site Manager of Linden Homes and discussion had been had on:

- Verges — if damaged will resurrect. Noted that the highway authority have a section 278 agreement with both Linden Homes and Hopkins Homes and assurance has been given that the verges will be repaired at the end of the projects.
- Transport routes - can manage people leaving site but arrivals is a little more difficult. Once they have taken over as principal contractor can put on the order a preference as to route being brought in.
- Delivery times – planning restrictions should have a time which is normally between 8.00am until 6.00pm but they will try and accommodate deliveries outside of school hours.
- Currently groundworks are being carried out which includes the surface roads and drainage.
- Temporary access is off Meadow Lane. Once the Section 278 works are done at front of Norton Road (which has to be done under licence from SCC Highways) that will allow them to have safe access into sales area. The temporary access off Meadow Lane will not be used but the roadway created internally off Meadow Lane will be a temporary area for vehicles parking etc.
- Landscaping schedule – the hedgerow at bottom end of meadow on Meadow Lane has been removed and this will be resurrected once works have been completed on S278.
- Private drives and oversights will be done before house building.
- Both entrances off Norton Road – residential access and school access to be done at the same time. BT diversion work – date of March being given.

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- Build rate – 3 phases overall – run rate is one a week – four/five a month – should take 18 months for 1st phase. 1st occupancy – by their year-end of June 20 – private sales. There will be a continuous build assuming reserved matters are approved – no move off site to complete at a later stage envisaged.

It was noted that the Clerk was pursuing the installation of “no construction traffic” signs to be installed on Thedwastre Road with SCC Highways and that it had been suggested that an approach to both Hopkins Homes and Linden Homes for financial assistance with costs associated with the installation of such signs might be acceptable.

- c. To note planning applications determined by the local planning authority: see Appendix A
- d. College Park, Ixworth Road – adoption of the woodland to the North of College Park bordering Ixworth Road – to receive and consider further information along with the paper submitted by Cllr. Morris on the Copse on Ixworth Road – whilst the landowner had been asked by the developer to contact the Parish Council direct to provide further information on the status of the woodland and the extent of management of the area, the meeting received the paper submitted by Cllr. Morris on the Copse. The meeting also noted that the Clerk was still to receive advice from MSDC Public Open Space Dept. as to management of woodland. The Arboricultural Officer at BMSDC had referenced “Woodlands a Practical Handbook” by Elizabeth Agate is one of the best ‘hands on’ books that covers most of the elements that the Parish Council are likely to need. It was agreed that this would create a buffer and is in the supporting document to the Thurston NDP. Council agreed for the Clerk to continue negotiations regarding timeline; agreed/specified initial work to be undertaken prior to adoption along with commuted sums for future management. It was also agreed that the Council should seek to purchase the recommended book at the best possible price.
- e. College Park, Ixworth Road – to consider further the adoption of the areas of public open space as shown on Drawings 981-E-SK19 (Persimmon) following information received –

Responses on the questions raised were as follows:

- The produced landscape and ecological management and maintenance plan has been adopted by the LPA – this was still to be signed off by the LPA as part of the discharge of conditions.
- There is a fully approved detailed hard and soft landscaping management programme – this was still to be signed off by the LPA as part of the discharge of conditions.
- Details as to the timing of adoption – As per the S106 agreement Persimmon would be looking for the Parish Council to adopt the POS within 12 months of the occupation of the last dwelling.
- Commuted sums to be received from Persimmon – this is for the Parish Council to calculate and then send across to Persimmon for agreement.
- Adoption of the infiltration basin – the Council’s reluctance to adopt this was conveyed until there was reassurance that comments from Statutory Consultees had been complied with. In response Persimmon had stated that the SUDS feature was currently being amended and will be with the LPA to formally approve shortly. As soon as this has been discharged a copy of the letter will be sent over to the Parish Council for consideration

It was agreed that once all documentation/discharges had been achieved the Parish Council would revisit the proposals for adoption.

- f. SN/19/00486/SN - land on The West Side Of Barton Road Thurston Suffolk – to confirm the names to be suggested to BMSDC for road names on land on the west side of Barton Road – the meeting agreed to suggest the following names: Greene King; Bartrams (started at The Granary); Old Cannon; Star Wing (at Redgrave) and Nethergate.
- g. Consultation by EE Ltd and Hutchinson 3G Ltd – proposed shared mobile telecommunications radio equipment at New Green Community Centre, New Green Avenue – replacing site 91794 “Thurston Granary” – council to consider submitting comments prior to the submission of a planning application to the LPA – the meeting noted that it made sense to place it alongside the

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other mast and that there would be some screening to lessen any impact. Agreed that the Parish Council would respond further once the planning application had been submitted.

- h. To receive the notes on a meeting held with a developer to bring forth land for development with reference to Thurston's NDP - the meeting received indicative plans and notes on the proposal for Alms-houses (12) as well as Open Market Housing (56) on land to the Barrells Green incorporating The Drift, Church Road. The meeting was informed that it had been indicated by the landowners that a planning application would be submitted to MSDC early in the New Year.

12. CLIMATE CHANGE – to consider the council's position on the Climate Change Emergency as declared by Suffolk County Council and Mid Suffolk District Council and to note information coming forth – it was noted that at the NALC Annual Conference of 2019, NALC declared a climate emergency following overwhelming support from the conference. The panel challenged delegates to declare climate emergencies in their respective local (parish and town) councils. NALC affirmed its support to local councils in tackling climate change. It also agreed to promote the planting of trees, highlight good practise, abolish single-use plastics, encourage members to carry refillable bottles and reusable cups and to travel by public transport where possible. Cllr. Turner had previously provided an email with links to Woodbridge Town Council as they were a Transition Council and had many good practices. as they were Cllrs. Morris and Haley agreed to assist and take this forward.

13. 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 - the items shown on the list as at Appendix A were approved for payment by those able so to do, aif.
- b. To note the accounts paid since the last meeting (see Appendix A) – council noted the accounts paid since the last meeting.
- c. To note receipts allocated since the last meeting (see Appendix A) – those items received since the last meeting as per Appendix A were noted.
- d. To consider and receive the Bank Reconciliation for the period ending 30th November 2019 (Paper 1/06.11.2019) – Council noted the overall balances of £133,599.69 (cleared £130,663.56) of which £64,146.65 was from CiL Receipts received to date.
- e. To receive a recommendation from the Recreational Facilities Committee on the preferred contractor for the joint Youth Project to be sited on the New Green Centre Grounds (Paper 2/04.12.19) – agreed that prior to placing order a finalised layout was needed and that Mr Smith from New Green Trust should be in attendance at this meeting. The meeting agreed to accept the recommendation from the Recreation Facilities Committee following its meeting of 20th November that the preferred supplier for the project is to be KOMPAN and that subject to any discounts that may be negotiated, the Council agreed to delegate to the Clerk the authority to place the order for the gym equipment as outlined in the quotation received from Kompan to the maximum value of £31,319.37, aif.
- f. To consider and approve donations as per requests submitted (Paper 3/04.12.19) – it was agreed that the following donations, under the provisions of the General Power of Competence, be awarded: Tiny Toes the sum of £150; EACH the sum of £300 and Headway Suffolk, the sum of £300.
- g. To approve the quotation for the printing of 24 copies of the Neighbourhood Plan Adopted Version in the sum of £150.00 – the meeting agreed the price for the printing of 24 formal documents, two of which are to be retained in the parish archive, aif.
- h. To consider the Budget to be set for the year 2020-2021 with consideration to the tax base for Thurston (Paper 4/04.12.19) – it was agreed that the Clerk should ascertain where savings in the budget could be made to allow a maximum 5% increase over the previous year with a further scenario to look at the impact a maximum 7.5% increase would have on the precept to be set. It was agreed that capital items such as new/replacement lights & litter and grit bins should be added to the CiL Infrastructure project list.

So signed by the Chairman at the meeting of 8th January 2020

14. QUESTIONS FROM COUNCILLORS PREVIOUSLY SUBMITTED – none received**15. REPORTS FROM COMMITTEES AND GROUPS -**

- a. Recreational Facilities Committee:
 - 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 15a i) at the end of the minutes for full details.
 - ii. The Council received the bank reconciliation to date and noted that bank balances stood at £170.94 with available funds being £170.94.
 - iii. To receive any matters coming forth – M&TJs instructed to clear the leaves on the footpaths under Emergency Powers. At the last Recreational Facilities Committee Meeting the quotes for works to the Car Park at the Cavendish Hall had been discussed. Further discussions were to be had on this with possible further site meetings. The Committee had also looked at changing the entry system into the pavilion – perhaps a fob system and had agreed to implement a fine system for those clubs continually leaving lights left on in the Pavilion. Annual Play Inspection Reports for all areas had come out as low or very low risk.
- a. Library Account:
 - 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 A 16b ii) at the end of the minutes for full details.
 - ii. The Council received the bank reconciliation to date and noted that bank balances stood at £11,891.89 with cleared funds being £11,071.17.
 - iii. To receive any matters coming forth – Halloween Arts and Crafts Event – run by Emma Fakes who has received an award as a Young Volunteer, and it was noted that she offers the only teen library activity in Suffolk. Other upcoming events included: trip to London and the Christmas Tree Festival. Reception for the Children’s Area has been very positive.
- iv. Emergency Plan:
 - i. to receive any matters coming forth from the committee – parts of the booklet will be uploaded to the website once corrections had been made.
- e. Parish Infrastructure Investment Steering Group:
 - i. to receive an update on work on a strategy for provision of facilities for current and future residents of the village – this will be discussed further at the meeting on Friday 6th December.
 - ii. to receive an update on the projects to form part of the infrastructure programme to be funded by the Neighbourhood CIL monies – to be discussed at the next PIISG meeting. Noted that bus shelter one of four had been installed.
 - iii. to note that the next meeting will be on 6th December 2019 at 10.30am in the Parish Council Office.
- e. Village Guide 2019:
 - i. to receive a report from the working group on the production of the Thurston Village Guide 2019 – noted that the copy was still in the process of being collated and at the initial stages of layout.
- f. Councillors Reports –
 - i. to note Councillors’ activities/committee meetings/meetings attended since the last meeting –
 - VAS – Cllr. Robinson
 - Playground Inspection – Cllrs. Morris, Turner and West
 - Planning meeting – Cllrs. Dashper; Haley; Morris; Rainbow; Robinson; Thurlbourn and West
 - New Green Trust Community Meetings – Cllrs. Haley and Thurlbourn
 - Christmas Fayre – Cllr. Thurlbourn
 - Cavendish Hall Committee Meeting – Cllr. Morris. Cllr. Morris informed the meeting that at the last Cavendish Hall Committee Meeting the Chairman stood down from the committee.
 - Developer Meetings with Linden Homes and Hopkins Homes – Cllrs. Dashper and Rainbow
 - Internal Control Audit – Cllr. Rainbow

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- SALC Annual Conference – Planning – Cllrs. Rainbow and West
 - Library Meetings – Cllrs. Fawcett and Rainbow
 - Recreational Facilities Committee Meeting – Cllrs. Haley, Morris, Rainbow, Turner and West
 - Discussions on progressing the Youth Council – Cllr. Turner
 - SALC –Cllr. Robinson agreed to attend the SALC meetings on behalf of the SALC until Cllr. Angus returned.
- ii. To receive reports from Councillors' on issues relating to the village:
- Footpaths – maintenance is down to either Landowner on behalf of PRow or PRow.
 - Traffic out of Hopkins Homes site – turning left at junction of Norton Road – grassed verges are damaged
 - Signs around New Green defining dogs – responsibility of
 - Dog Exercising Area – identified in the Thurston NDP. Perhaps the wildlife area behind Hopkins Homes development could be considered as such an area.
 - Potholes down New Road
 - Parking by contractors from Hopkins Homes

16. CLERKS REPORT

- a. Delegated powers – the Clerk confirmed that she had dealt with a number of matters under delegated powers: matters relating to Planning (Hopkins and Linden Homes); potholes; lights; liaison with Stowmarket SNT over policing in the village; ongoing liaison with New Green over litter issues on New Green and to the rear of the Parish Council Office; liaison with West Suffolk over planning application DC/19/1519/OUT; reporting of various issues on the Suffolk Reporting Tool; answering residents' concerns over development taking place on the Hopkins Homes and Linden Homes sites.
- b. To receive an update on the deployment of the VAS – it was noted that both units had been downloaded today via the Bluetooth facility and that data from both VAS indicated that on both areas vehicles were travelling significantly in excess of 35mph. The Clerk has sent data onto the Speed Management Team at SCC for discussion over appropriate further traffic calming measures that might be considered.
- c. All significant correspondence had been dealt with elsewhere on the agenda. Items for noting had been previously circulated.

17. TO CONSIDER SPECIFIC ITEMS FOR THE NEXT AGENDA – Green Space – Station Road; Traffic Survey; proposals from Bloor Homes relating to the Railway

18. DATE OF NEXT MEETINGS –

- a. To note that there is a PIISG Meeting scheduled for 6th December commencing at 10.00am.
- b. To note that there is a Planning Committee Meeting scheduled for 18th December commencing at 7.30pm.
- c. To confirm the date of the next Parish Council Meeting as scheduled for 8th January 2020 commencing at 7.30pm in the Community Library, Norton Road.

19. TO RECEIVE THE DATES FOR 2020 FOR THE FOLLOWING MEETINGS –

- a. Planning Committee Meetings 2020 – it was agreed that the Clerk would email the list of planning meetings to the full council.
- b. Community Engagement Surgeries - Council received the list of Community Engagement Surgeries for 2020
- c. Committee Meetings for 2020 – Council received the schedule of committee meetings convened for 2020.

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20. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the Meeting due to the confidential nature of the business to be transacted – there was none forthcoming.
20. **CLOSE OF MEETING** – there being no other business the Chairman closed the meeting at 22.10pm.

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Appendix A

11. Planning: c) To note the following decisions coming forth:

DC/19/04787 – Planning Permission for the erection of building to house electrical sub-station with associated fencing, parking and access (to serve residential development of 129 dwellings ref. DC/17/02232)

DC/19/04938 – Planning Permission for the erection of a rear and side extension to create annexe @ 37 School Road

DC/19/04737 – Planning Permission for the erection of garden tools/machinery shed @ Corner Cottage, Hollow Lane

13. Financial Matters

a) Accounts submitted for payment

	Voucher	METHOD	NETT	VAT	TOTAL
Patients Association Ixworth Surgery – donation	784	3587	150.00	0.00	150.00
New Green Trust – donation for CCTV	785	3588	850.00	0.00	850.00
Gipping Press – adopted Thurston NDP pdf	786	3589	20.00	0.00	20.00
Glasdon – double bin	787	3590	451.83	90.31	541.84
M&TJ's – repairs to Heath Road	788	3591	865.00	173.00	1038.00
Clerk's Expenses – September – November 2019	789	3592	192.49	3.51	196.00

b) Accounts paid since the last meeting

New Green Community Trust	772	SO	375.64	0.00	375.64
Plusnet – Internet and Telephone	773	DD	37.00	7.40	44.40
Salaries – October 2019	774-777	3551-3554	2936.13	0.00	2936.13
ICO – Data Registration	778	DD	35.00	0.00	35.00
Eurooffice -Stationary	779	CC	33.90	6.78	40.68
Amazon – 2020 Planner	780	CC	5.82	1.16	6.98
Poppy Appeal – x 4 (3 to be recharged)	781	CC	71.00	0.00	71.00
Annual Fee – Credit	782	CC	32.00	0.00	32.00
DYNO-Rod – drains at Pavilion	783	CC	90.00	18.00	108.00

c) Receipts received since the last meeting

Lloyds – Interest – November	Interest	1.71	0.00	1.71
MSDC – Cleansing Grant Q2	Bacs	634.22	0.00	634.22

15a) i) Rec Ground Accounts

Accounts paid since the last meeting:

British Gas – Electricity	DD	67.27	3.36	70.63
Wave – water	DD	30.54	6.11	36.65

Monies received since the last meeting:

Private Hire – hire of pavilion	Chq	25.00	0.00	25.00
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Accounts awaiting payment:

R Cook – Caretaker Contract	631	117.26	0.00	117.26
R Cook – expenses	632	13.74	2.75	16.49

15b) i) Library Accounts

Monies paid since the last meeting:

N Micklejohn – expenses John Martin Talk	142	30.00	0.00	30.00
A Norman – Library sign	143	77.24	15.45	92.69
E Fakes – Halloween Arts & Crafts Expenses	144	158.53	0.00	158.53
Suffolk Norse – hire of Coach – London Trip	145	639.50	0.00	639.50

Monies received since the last meeting:

London Trip – Tickets	Cash/CHQ	432.00	0.00	432.00
68 Club – Donation	Chq	800.00	0.00	800.00
Quiz Night – Tickets & Raffle	Cash/CHQ	372.00	0.00	372.00

Accounts awaiting payment:

Cavendish Hall – Quiz Night	146	31.00	0.00	31.00
R Fawcett – Expenses	147	54.56	2.12	56.68

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Appendix B

Glossary of Common Abbreviations used

Aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
ASB	Anti-social Behaviour
BACS	Bankers Automated Clearing Services
BUAB	Built Up Area Boundary
BMSDC	Babergh & Mid Suffolk District Councils
CC	Credit Card
CCG	Clinical Commissioning Group
Chq.	Cheque
Cllr.	Councillor
Cttee.	Committee
DC	District Council
DD	Direct Debit
FOI	Freedom of Information
FR	Financial Regulations
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
HRA	Habitats Regulations Assessment
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
NDP	Neighbourhood Development Plan
NP	Neighbourhood Plan
NR	Network Rail
PC	Parish Council
PCSO	Police Community Support Officer
Pdf	Portable Document Format
PIISG	Parish Infrastructure Investment Steering Group
Rec.	Recreation
RFO	Responsible Financial Officer
SEA	Strategic Environmental Assessment
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

So signed by the Chairman at the meeting of 8th January 2020