

THURSTON PARISH COUNCIL

MINUTES of the PARISH COUNCIL'S COMMITTEES MEETING held on Wednesday 23rd September 2020 at 7.00pm by VIDEOCONFERENCE of Thurston Parish Council.

Present (by video): Cllrs. Dashper (Chair), Cllrs. Haley, Morris, Rainbow, Thurlbourn, Towers and Turner and West. Also in attendance (by video): Mrs V Waples, Parish Clerk and two members of the public.

1. **OPENING** – the Chairman opened the meeting advising all that the Video Protocol adopted by the Parish Council, would be enacted for this meeting. *A copy of the Protocol is available from the Clerk or can be downloaded from the website:*
<https://thurstonparishcouncil.uk/parish-council/policies-procedures-and-strategy/>
2. **APOLOGIES** –
 - a) There were no submitted apologies for absence.
3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25** –
 - a) To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature including gifts of hospitality exceeding £25 – Cllr Haley declared a non-pecuniary interest for Agenda Item 6. There were no further declarations declared for the agenda under discussion.
 - b) To receive requests for dispensations – none had been received prior to the meeting.
4. **PUBLIC FORUM** - due to government advice relating to public meetings, it was confirmed that the Meeting ID and Password for this meeting had been made available via the website and the parish noticeboards for those who wished to join the meeting.
 - a) to receive questions and matters of concern from those present on the agenda under discussion:
 - Youth Shelter – a member of the public reminded all of the background to the removal of the youth shelter which was taken down in 2019. It had been promised by the PC and supported by the community that the Youth Shelter would be replaced within a period of time. Could the council please consider this as a request to honour that promise and proceed to install?
 - Volunteering – a member of the public spoke to the meeting on the possibility of furthering the opportunity for volunteering in the parish. They were motivated to raise this point given their day to day connection with a large charity and how impressed they were with the number of mutual aid organisations that sprung up and the numbers that volunteered during Covid-19. Is there something that the PC could do to harness and raise the profile of volunteering?
5. **MATTERS ARISING FROM COMMITTEES/ WORKING GROUPS - YOUTH MATTERS** –
 - a) To receive an update on the formation of a Youth Council – Cllr. Turner advised that he was actively working with those interested in setting up the Youth Council and was seeking information from the Community College as to their input. He confirmed that the College wished to be involved and have a link into this at some point in the future and that they had also interest in being involved in climate emergency initiatives being undertaken by the Parish Council and/or the community. He advised that he was still to meet up in person with the College to discuss how to strategically commence setting up a Youth Council and he was hopeful that this would take place later that month.
 - b) To receive an update on the provision of a youth shelter within the grounds of New Green Community Centre – Cllr Turner informed the meeting that the Community College had stated that the installation of a Youth Shelter in the Village was not something that they felt they needed to be involved with. Whilst they were proactive with their 'bubbles' within the school setting, they were not prepared or able to control those bubbles outside of that setting. It was stated that they

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neither approved nor disapproved of the decision to install. The meeting was reminded that notices of intention to install an open shelter on New Green grounds were still to be placed in the newsletter and on the website. Discussion followed on the principal of installing the shelter at this point in time and the implication that would be had on how the rule of 6 under current legislation could or would be impacted. The Clerk confirmed that she would be seeking advice from relevant bodies on the appropriateness of installing the shelter endeavour to seek clarity on the legislation and how this might impact on the decision to install. All were reminded that the rule of 6 was current legislation and solutions might be to install signage reminding all of the rule of 6 and along with the requirement to wash hands and observe social distancing rules. The meeting was reminded that a decision had been taken to install the shelter once all points in respect of the impact on installation had been clarified.

6. MATTERS ARISING FROM COMMITTEES / WORKING GROUPS - LIBRARY –

- a) To receive a report from the Chair of the Friends of Thurston Library – it was reported that browsing was now back at the Library with masks and sanitisation of hands in place along with a one-way system. Current opening times were being advertised along with a quick guide as to what was running and what was not. The Suffolk Libraries AGM was on 1st October and if anyone was interested in finding out more, then they were requested to let the Library Committee know. The meeting was provided with an advance copy of the article to be included in the next edition of the Thurston Newsletter.
- b) To receive any matters coming forth – Derrick Haley has been successful in being appointed a member of the Suffolk Libraries Board from 1 October 2020. There were five places on the Board, and all were filled. Thurston had been proactive in setting up its Library from day one and it was a positive stance to take to ensure that Thurston had a representative on the board. Cllr. Haley confirmed that he will report back to the PC whenever possible and was pleased to report that there was now balanced representative from the West of the County.

7. MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – RECREATIONAL FACILITIES –

- a) To receive a report from the Chair of the Recreational Facilities Committee – the Chair provided a brief update on the committee meeting that had been held the previous week. It was confirmed that the Clerk had carried out a Risk Assessment for the pavilion and had concluded that the pavilion was too small to accommodate people under the rule of six. It was therefore likely that one of the hirers would look elsewhere due to this. Discussions were ongoing with the Football Club as to whether the pavilion might be able to be opened for access to the toilets only. Clerk was in the process of getting a list together of works that need to be carried out on the pavilion which it was hoped could be funded from the COVID-19 grant received. Cavendish Car Park due to be resurfaced during the October ½ term. Once again bottles, cans and drug paraphernalia had been found on the recreation ground on a regular basis but there was limited reporting to the SNT. This was also the case with Heath Road. It had proved necessary to carry out work around the MUGA on health and safety with heras fencing surrounding it. A number of minor issues had been raised in recent risk assessments on some of the play equipment which were in hand.
- b) To receive any matters coming forth – reports were being submitted on significant rubbish being deposited on the New Green grounds with bins overflowing. The meeting noted that a proposal for additional bins would be submitted to the Council for consideration at the meeting of 7th October 2020.

8. MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – EMERGENCY PLANNING:

- a) To consider membership of the Emergency Plan Team Committee – it was agreed that membership would consist of Cllrs. Morris; Rainbow, Towers, Turner and West.
- b) To arrange a meeting of the Committee to discuss: all agreed to support the following initiatives and the Clerk agreed to email all for suitable dates to meet:

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- To agree to map out those areas that have become prone to flooding over the course of 2019/2020 – all agreed to support this initiative.
 - To agree to carry out a review of the status of the grit bins within the village – all agreed to support this initiative.
 - To agree to review the documentation for inclusion on the parish website/Village Information Booklet – all agreed that this should take place as soon as possible.
- c) To receive an update on the COVID-19 Emergency Plan – new postcards have been distributed advising all that the plan is still in place and is available to all who need to use it. There has also been one or two changes of NACS with one new NAC coming on board and other areas redistributed amongst existing. Level of activity is very low. No anticipation that the situation will change dramatically unless there is a “lock-down”. Intention is to continue with the scheme and the PC has given a commitment to District and County Emergency Planning Teams that the emergency plan will continue until Spring 2021.
- d) To consider how the Parish Council can assist with raising the profile of volunteering and support volunteering organisations requiring volunteers to come forward – it was confirmed that the PC were not aware of any organisations that were actually requesting volunteers. It was noted that there might be people willing to volunteer but they might need signposting as to how to harness the enthusiasm and that the PC should do all it could to encourage the bank of enthusiasm that has arisen from the COVID-19 Emergency. It was agreed that there was an opportunity for organisations to have a presence on the website and the Clerk would look into setting up a webpage to link into the work of Community Action Suffolk. Agreement was also forthcoming to build on the volunteer network by putting a piece in the newsletter to celebrate the success of the COvid-19 volunteering and to raise the awareness of volunteering. The Clerk agreed to find out how to measure footfall on the website.

9. MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – VILLAGE INFORMATION BOOKLET –

- a) To receive an update on the production of the Village Information Booklet – it was noted that the Clerk and Editor of the Booklet were due to meet to discuss the format that week with the aim to have a draft for the meeting on 7th October 2020.

10. MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – CLIMATE AWARENESS / ENVIRONMENTAL MATTERS

- a) To consider further the council’s position on the Climate Change Emergency:
- To agree a statement on climate change and the manner in which the Parish Council should approach it – the meeting reviewed Cllr. Turner’s paper as submitted which had the overall aim of ensuring that there was a commitment from all to be involved in taking this further. It was agreed that the Defra Document mentioned in the meeting would be circulated to all. It was suggested that the PC might want to partner up or align itself to an organisation such as the “HIVE” at Bradfield which were developing an eco-forum which is educational and aimed to develop own sense of understanding and commitment. Agreed that the Committee to take this forward would consist of Cllrs. Haley, Hay, Morris, Thurlbourn and Turner and would look at ideas raised with the overall aim of the PC adopting a statement on Climate Awareness / Emergency.
 - To agree and adopt a statement on biodiversity – it was agreed that the Climate Change / Environmental Awareness would review the Environmental Policy from Oxenhope and see if this could be a good base for such a policy.
 - To consider ways in which the Parish Council can encourage change in others – it was agreed that this matter should be pursued further by the Committee and ideas brought back to the Parish Council.
 - To agree to request items are included in the Thurston Newsletter on climate change / awareness – it was agreed that this matter should be pursued further by the Committee and

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brought back to the Parish Council.

- To agree items for inclusion in a card drop to be issued to all residents – it was agreed that this matter should be pursued further by the Committee and brought back to the Parish Council agreed to pursue.

b) To consider the following Environmental Matters:

- To consider the request to start a tree nursery in Thurston as outlined in the paper submitted by Cllr. Morris, Parish Appointed Tree Warden – Cllr. Morris advised that SCC's Woodland Advisor, was trying to set up 10 tree nurseries in Suffolk. This venture would be fully funded by SCC, including advice, materials and training. The amount of land required would be no more than half an acre, possibly an allotment area would be sufficient. The trees would be cell grown and do not require a vast amount of space. The idea of having 10 nurseries in Suffolk is to enable trees that are found locally to be grown from seed. It is to be seen as a Community project, trees grown by local people for their locality and possible run as a small enterprise raising funds for the Community. The land required will be needed to be found, the main requirement being that it has to have reasonable access. All agreed that this was a positive move and that the PC should register its interest in being considered for one of the nurseries, aif.

It was also agreed that given the work that the PC could be involved with over the coming years in relation to environmental matters, an assistant tree warden should be appointed to assist Cllr. Morris. The Clerk agreed to contact those members of the public who had previously shown an interest in assisting with cataloguing the trees in Thurston to ascertain interest in the role. It was noted that a new tree warden would receive training and back up from the Suffolk Tree Warden Network.

- To consider undertaking a Tree Canopy Survey – it was believed that this would be of value for the PC in providing a benchmark moving forward and that training, which was free of charge, would be offered. It was agreed that this should be explored and Cllr. Morris would feedback the Council's interest in taking this further.
- To consider the request from BMSDC to support Defra's "Respecting the Outdoors" campaign to sit alongside Keep Britain Tidy's "Love Parks" – it was agreed that a campaign such as this could be seen as a positive move for the Youth Council to embrace. It was agreed that the installation and provision of further bins was a step in the right direction.
- To consider suitable areas for the planting of trees on offer from Developers in Thurston – it was mentioned that a landowner had agreed that they might be interested in offering land for the Tree Nursery and that there were a potential of two further areas that might become available to the PC for consideration for areas of planting. Cllr. Morris agreed to review the plans on Hopkins Homes; Persimmon and Linden Home for current and future planting areas.
- To consider supporting the initiative by BMSDC to plant more trees and hedgerows in order to encourage more wildlife, and not necessarily on their own Councils' land – it was noted that whilst the PC don't have land at this stage, the Clerk should register the Council's interest and support on this. It was further agreed that the Climate Awareness Group would look at this further in more detail. Cllr. Morris made the meeting aware that on most of the developments there are buffer zones between the wider countryside and the development.
- Persimmon – Hedgehog Holes - the meeting was made aware of an invitation from Persimmon to meet at their site in Thurston to be shown around the site to see some of the hedgehog holes they have included within the site. As of yet they do not have a date to hand but are currently establishing with the site manager when the hedgehog holes will be installed. As soon as the Clerk is given a date and has had confirmation from the site manager that they have been installed, Councillors will be emailed with details for the visit to the site.
- Works to trees on the small copse on Ixworth Road – the meeting was made aware that the

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- land agent for the owners of the copse on Ixworth Road had informed the PC that they would be undertaking some works to the trees which had been described by the Planning Office at MSDC as appropriate management for trees in that type of condition particularly with new residential development in close proximity.” The Clerk confirmed that she had communicated to the land agent that whilst the PC accepted that this work should take place as outlined in

the report submitted to the Council, she had submitted a request that reassurances be given that these healthy trees would not be worked upon in the same manner as those on Ixworth Road in the understanding that if they did not thrive, they be replaced with new trees. It was further requested that whilst the trees in the copse might not be of major significance, the tree numbered T8 (Pine) was considered to be a good specimen and as little work as possible should be carried out on it and the tree numbered T5 (Pine) had a significant amount of ivy to the stem which might be beneficial to be removed.

11. **TO CONSIDER ITEMS FOR FUTURE AGENDAS:** there were none raised.
12. **TO CONFIRM THE DATE OF FUTURE MEETINGS:**
 - a) 30th September 2020 – Planning Committee Meeting – via Zoom – commencing at 7.00pm
 - b) 7th October 2020 – full Council Meeting – via Zoom – commencing at 7.00pm
 - c) 14th October 2020 – Planning Committee Meeting – via Zoom - commencing at 7.00pm
 - d) 21st October 2020 – Recreational Facilities Committee Meeting – via Zoom – commencing at 6.00pm
 - e) 21st October 2020 – Committees Meeting – via Zoom – commencing at 7.00pm
13. **TO RESOLVE THAT UNDER THE PUBLIC BODIES (ADMISISON TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED – *there was none to be discussed.***
14. **CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 20.23.

Appendix A - 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
CEO	Chief Executive Officer
Chq.	Cheque
Cllr.	Councillor
CMP	Construction Management Programme
Cttee.	Committee
DC	District Council
DCLG	Department of Communities and Local Government
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
JR	Judicial Review
LAIS (from SALC)	Local Association's Information Services
LGBCE	Local Government Boundary Commission for England
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NAC	Neighbourhood Area Coordinator
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
SARS	Suffolk Accident Rescue Service
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
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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