

THURSTON PARISH COUNCIL

MINUTES of the COUNCIL'S COMMITTEE MEETING held on Wednesday 14th April 2021 at 7.30pm by VIDEOCONFERENCE of Thurston Parish Council.

Present (by video): Cllrs. Dashper (Chair), Cllrs. Cornell, Haley, Morris, Rainbow, Thurlbourn, Towers, Turner and West. Also in attendance (by video): Mrs V Waples, Parish Clerk and one member 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) Apologies for absence were received from Cllr. Hay due to work commitments and Mrs. A King, Deputy Clerk due to internal issues.
 - b) Council consented to accept these apologies, aif.
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 – there were no declarations declared.
 - 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.
 - to receive questions and matters of concern from members of the public in attendance on the agenda for the evening – there were no comments from the members of the public present.
 - to receive comments relating to Thurston in general – none that had not been dealt with under delegated powers by the Clerk and / or Deputy Clerk.
5. **TO CONSIDER THE FOLLOWING FINANCIAL MATTERS:**
 - a) To consider donations against the Council's allocated budget for the year ending 31st March 2021 – it was noted that of those who had made further request for funding (three in total), none had managed to submit the relevant forms in time for this meeting. It was agreed that this item be deferred until the next following once it was anticipated forms had been returned and the sums be allocated from the budget for 2021-2022, aif.
6. **TO CONSIDER MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – YOUTH MATTERS**
 - a) To discuss Cllr. Turner's paper on matters relating to the Youth Council – the Council received Cllr Turner's verbal update on youth matters along with confirmation that an updated poster inviting those interested in establishing or joining a youth council to make themselves known by The Thurston Partnership Coordinator at TCC. It was felt that the original poster had failed to make it clear that this was a council with links to the Parish Council as opposed to a School Youth Council. It was hoped that this would engender a level of interest in the development of a youth council as a sustainable and key part of the Thurston community. Further discussion followed over the document Youth Matters which outlined the key areas and key objective it was agreed that there would be a need for collaborative working within the Council's committee structure as Key Areas 5 and 6 – continue to develop outdoor play facilities for young children and ensure that these are inclusive and accessible for all (Areas 5 and 6) would fall within the remit of the Recreational Facilities Committee.

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- b) To consider the proposal to work with the New Green Trust to bring forward a project to install further equipment on the New Green Open Space – it was confirmed that the New Green Trustees had met recently with the Landlord of the New Green Area to discuss a number of ideas regarding improvements and potential projects at the Centre. All appeared to be receptive to adding further play equipment on the New Green Open Space. At the meeting, the new Gym Trail and play equipment was reviewed and all commented on the success in particular of the new roundabout which had proved to be very popular with the young people of the village. The possibility of building on this success was discussed and in particular the “Cocowave” swing made by Kompan. It was confirmed that New Green Trustees were supportive of installing this equipment on the Green and the Landlord had indicated that subject to discussions about the location they are receptive to the idea. The meeting was asked to consider whether it would be supportive of the idea with the ultimate objective of adding the equipment to the Councils asset register (as per the Gym trail etc.). Estimate of costs for the equipment was around £9k but matting would also be required and should be added onto the final figure. The exact position is to be confirmed but the next clearing along from where the roundabout is currently located was favoured. It was agreed that there was a need for this to be part of a CIL bid if funding was required. A link to the equipment had been previously provided to the Council: <https://www.youtube.com/watch?v=n2LFCdScGBU> It was mentioned that surely the concept of the New Green was one of Open Space where children could make their own entertainment and further equipment such as this should be avoided. Overall, the meeting agreed that in principal it supported the proposal to install further equipment and that a recommendation be made for this to be submitted as an application for CIL funding, aif. If this were to be the case, then the methodology of adoption could be reviewed at the CIL stage to ensure all financial costs were borne and noted. The Clerk agreed to work with the New Green Trust and Recreational Facilities Committee to form a CIL bid to be submitted by 31st May 2021.

7. TO CONSIDER MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – CLIMATE AWARENESS & ENVIRONMENTAL MATTERS –

- a) To receive and consider the recommendation from the Committee to proceed, subject to all papers being in order, with the submission of the planning application for the recycling collection point in the North East corner of the car park of the New Green Centre – the Chair of the Climate Awareness and Environment Committee informed the meeting that at their last committee meeting, members were keen to move this project forward and as such plans have been drawn up; letter of intent has been submitted in the newsletter and via the parish noticeboards and the initial response had been positive. The Clerk confirmed that she was still awaiting the response from the landlords with regards to support for the proposal as official written support would be required prior to the submission of the planning application and that she would chase for a response. The Chair of the Parish Council made the meeting aware that he had been approached by the Chair of Thurston Scouts regarding the provision of the paper bank given the circumstances of the non-return of the paper banks at the Recreation Ground Car Park. The Clerk confirmed that following the Deputy’s on-site meeting with Waste Infrastructure Officers at MSDC, MSDC was looking into the return of the paper banks and would respond within the week.
- b) b) To note that a formal submission will be made for the above project to be funded from Neighbourhood CIL monies – it was noted that such a bid was being worked on and that any monies offered would be subject to planning permission. All were reminded of the cut-off date of 31st May 2021 for submission against Bid Round 1 Neighbourhood CIL monies.

8. TO CONSIDER MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – LIBRARY

- a) To receive a report from the Chair of the Friends of Thurston Library – it was confirmed that the Library was back up and running and had been working from that Monday morning. The services offered, works undertaken by the Library during lockdown measures had been a credit to Suffolk. The outcome of fundraising for Suffolk Libraries on Suffolk Libraries Day had shown that over £470 had been raised so far - from the Easter Egg Raffle (thanks were offered to Cllr. Haley for the egg!), Guess the Number of Pages in the Domesday Book, and the Sponsored Cycling. It was stated that

this figure may well increase, and thanks were offered to all those who had supported the Library in many differing forms. It was further confirmed that Linden Homes has supported the Library to the tune of £737.98 for 2 new pads and iPad cases to be used in conjunction with the newly installed equipment in the Children's section of the Library.

- b) To consider further the project, in conjunction with the Friends of Thurston Library Group, "Newcomers to Thurston – a Community Welcome" – it was confirmed that the Friends of Thurston Library had met earlier that week to discuss how to take this matter forward with ideas coming forth that will need further discussion. All agreed that this project should be supported and that joint working between the two organisations should be fully explored. The Clerk was asked to initiate further meetings to ensure that the joint project between the two organisations remained at the fore of the Council's work.

9. TO CONSIDER MATTERS ARISING FROM COMMITTEES / WORKING GROUPS – RECREATIONAL FACILITIES

- a) To receive a report from the Chair of the Recreational Facilities Committee – Cllr. Rainbow provided the meeting with an update on works to the exterior of the pavilion and informed the meeting that work on the front had now started. It was confirmed that the Football Club have used the Field and Pavilion for 2 matches so far this month and that the French for Tots Club was due to resume classes shortly. All were aware of COVID-19 guidelines and updated risk assessments have been carried out. The Cricket Club have cut the pitch so it was assumed that they might commence matches soon. New benches would be installed at the Recreation Ground along with appropriate signage at the entrance to the Car Park. He drew the meeting's attention to the issue of young people climbing on the roof of the Community Shelter and the meeting was asked to consider appropriate measures that might be used to prevent this from happening.
- b) Issue of young people climbing on the Community Shelter –
- b) To receive an update on works to the exterior of the pavilion – Cllr. West confirmed that he hoped work to the exterior of the pavilion would be completed by the middle of the following week and that he would be receiving an update on site the following day. Works to the roof should commence on 26th April. He confirmed that there would be meetings on site with both contractors to ensure liaison of progress of works.

10. TO CONFIRM THE DATE OF FUTURE MEETINGS:

- a) 21st April 2021 – Recreational Facilities Committee Meeting – cancelled due to National Mourning and three clear days-notice not being achieved (unless the summons was served by 9th April 2021)
- b) 21st April 2021 – Climate Awareness & Environment Committee Meeting – cancelled due to National Mourning and three clear days-notice not being achieved (unless the summons was served by 9th April 2021)
- c) 28th April 2021 – extra Planning Committee Meeting – via Zoom – commencing at 6.00pm.
- d) 5th May 2021 Annual Council Meeting – via zoom – commencing at 7.00pm
- e) 19th May 2021 – Climate and Awareness & Environment Committee Meeting – venue and format to be determined – commencing at 6.00pm
- f) 19th May 2021 - Planning Committee Meeting – venue and format to be determined – commencing at 7.15pm
- g) 20th May 2021 – Annual Parish Meeting – Cavendish Hall – commencing at 7.00pm
- h) 26th May 2021 – Recreational Facilities Meeting – via Zoom – commencing at 6.00pm
- i) 28th May 2021 – Policy and Resources Committee Meeting - venue and format to be determined – commencing at 10.30am
- j) 2nd June 2021 – Council Meeting – venue and format to be determined – commencing at 7.00pm

- 11. CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 20.28pm.

So approved at the meeting of 5th May 2021

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
CAS	Community Action Suffolk
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
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
SLA	Service Level Agreement
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
VCSE	Voluntary, community and social enterprise organisations