

THURSTON PARISH COUNCIL

MINUTES of the MEETING held on Wednesday 22nd September 2021 commencing at 6.30pm in Thurston Community Library, Norton Road, Thurston.

Present: Cllrs. Dashper (Chair), Cllrs. Cornell, Haley, Morris, Rainbow, and West. Also in attendance: Mrs Waples, Parish Clerk; Mrs King, Deputy Clerk and 1 member of the public; three Trustees from the Thurston Relief in Need Charity and a Representative from Housing 21 (all in part).

1. **OPENING** – the Chairman opened the meeting advising all that the Protocol adopted by the Parish Council for reporting at Parish Council Meetings, 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. Turner due to personal commitments.
 - b) The meeting agreed to accept the apologies submitted, 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 – Cllr. Morris declared a Local Non-Pecuniary interest for Agenda Item 6a) DC/21/04549 as secretary to the Thurston Relief in Need Charity and Cllr. Haley declared a non-pecuniary interest for the same Agenda Item as the application in question under Agenda Item 6a) border his land. There were no further declarations received.
 - b) To receive declarations of lobbying for planning matters on the agenda – there were none declared.
 - c) To receive requests for dispensations – none had been received prior to the meeting.
4. **TO NOTE THE MINUTES OF THE FOLLOWING MEETINGS:** *(all as previously circulated):*
 - a) To approve the minutes of the Planning Committee:
 - Planning Meeting of 21st July 2021 – Members of the Planning Committee recommended approval of the minutes as previously circulated and consented to the Chair signing the minutes as a true and accurate record of the proceedings that took place, aif.
5. **PUBLIC FORUM - to receive issues from members of the public present on the agenda items as listed under Agenda Item 6 below:**
 - a) From members of the public present – it was agreed that relevant comments would be allowed at the point in the agenda at which each application was discussed.
 - b) Written representations submitted prior to the meeting – those present confirmed that they had been copied in on comments submitted to the Clerk from the Co-Chair of the Thurston NDP; District Cllr. Wendy Turner and reports submitted by residents in relation to the technical aspects of the proposals for arboriculture, ecology and landscape planning and design.
6. **PLANNING APPLICATIONS TO BE CONSIDERED BY THE PARISH COUNCIL:**
 - a) Planning Applications to be considered by the Parish Council: full details of the applications listed below are available to view online by visiting:
 - DC/21/04549 – Planning application – erection of a 54 No. unit extra care Affordable Housing Scheme comprising of 40 apartments, 14 bungalows and communal areas with associated car parking and landscaping @ land south of Heath Road –
A discussion involving both Councillors, member of the public and the trustees of the Thurston Relief in Need Charity (TRIN) was had with regards to the application submitted with a number of questions posed direct to the representatives from Housing 21 and TRIN.
A summary of the comments from Councillors and Q&A are repeated below:
 - Proposal should be supported by PC as surveys have indicated that this is needed.
 - Would prefer to see something of this quality as opposed to that which is being built out in the rest of Thurston.

So signed at the meeting of 6th October 2021

- Broadly in favour of development – agree with District Cllr. Turner’s comments regarding lack of car parking spaces; car charging; ecology lack of details, landscaping conditions should be fully explored.
- Concerns were expressed by Councillors and the member of the public present over the remainder of the land – in terms of control and its future?

Answer – A representative from TRIN indicated that they have already stated that there will be no open market housing on that land and control of the remainder will remain within the remit of the Charities?

- It was questions as to whether this covered all types of housing?

Answer – there will be no development on the remainder of the land and TRIN have given an undertaking that it will not be developed. TRIN reps understand the concerns that have been raised and a conversation can be had over the future of the land at a later stage. It was noted that the land is designated as developmental land in the Mid Suffolk District Council Draft Local Plan but for this to proceed is dependent on the landowner actually giving the land over to be developed further.

Access via Maltings Garth – is this option not viable? Why not put the exiting road on Maltings Garth?

Answer - this is the most direct route into the site as opposed to that which follows the current route. Housing 21 will always seek to use a front entrance onto a main road so not tucked away and screened from view. The entrance being proposed seemed the most logical to access the site.

- Safety of residents on the road? How will residents access the facilities in the village? Where are the facilities that support those living in such accommodation – e.g. doctors?
- Demographics lend itself to such an application – is there an opportunity to look at other health facilities once again? *It was agreed that whilst the lack of health provision in the village had been covered by those bringing forth the NDP and that the Clinical Commissioning Groups at that time had insisted that there were no plans to bring further facilities to the village, it would be beneficial to have this conversation once again given the significant growth of the village.*
- It was questioned as to how effective the NDP was and how the Parish Council were getting the message across to the LPA.

It was noted that the turnout for the referendum of the Thurston NDP had one of the highest percentage of residents voting with a significant number in favour of the adoption of the NDP. All of the land allocated within the NDP had commenced development.

It was also confirmed that the Trustees of TRIN are well aware of the lack of green space in the village and were pleased that Housing 21 were able to come along to discuss such a scheme without the need for market housing.

- Method of heating – can more renewables be incorporated?

Answer – scheme will be built under the remit of fabric first development with reduced carbon requirements of the building through air sources. A range of options are available and will be fully explored. Overall wish to avoid using PV panels on the roof as there are more sustainable proposals. As an organisation there is a desire to move ahead of the new building regulations coming forth. There will be no gas on the site and all renewables will be electric run.

- Car parking – staff, visitors and residents – lack of parking spaces?

Answer – within such development there is the aim to provide for between 1 parking space per 3 units – but this development will have 1 parking space per 2 units.

- Lack of EV charging points – why only 2 –

Answer – Housing 21 believes that this can be addressed by management.

- The PC in all other proposals has stressed the sustainability of each development and therefore future needs should be taken into account.

Answer -there is an assumption that this could be addressed once the future becomes more certain over future demand.

It was stated that Housing 21 is producing around 12 such developments a year and are able to look at the practicalities of how to bring these completed schemes forward with detailed reviews as to what works well and what needs changing.

- Access to health facilities outside the facility? Why are these not provided on site?

Answer – Housing 21 have already built a number of schemes in rural areas where the health provision is located in similar measures to that facing this current locality.

- Market research of customer based?

Answer – some residents will be outside of Thurston as it will need to serve a bigger area to enable the 24 hours service to be offered. A wider hinterland will be served.

- Will there be a preferential scheme for residents of Thurston?

Answer – shared ownership (24 units) will be covered by a condition from the grant funder to ensure that there are not any local restrictions. Marketing will be local and usually it is found that local residents are more likely to apply for a scheme in their locality. The remaining 30 dwellings will be under a nominations agreement with the Local Authority with involvement from the County Council to ensure that those who access the units have the appropriate care that can be serviced by the 24-hour care that is on site.

It was noted that Housing 21 had the following units within the locality - Haughley – which was an extra care facility and Bury St Edmunds which was a retirement housing facility.

- What is the policy on maintaining the grounds?

Answer Housing 21 have maintenance and operational staff who will be employed by Housing 21. Once planning permission is granted they would expect this to be conditioned as being part of the overall management.

- Remainder of the land – who will maintain it?

Answer – TRIN cannot answer this question at the moment.

As there was no further debate coming forth it was proposed and agreed by those eligible to vote that the proposal should be recommended for approval as it fulfilled a need in Thurston as long as the Council's concerns over the following matters were addressed: sustainability of heating – (homes and water) lack of detail and consideration of sustainable sources of renewable energy; EV charging points – increase for future provision; environmentally friendly measures to be employed in terms of building, water harvesting etc; access properly managed – appropriate displays for ingress and egress – mitigation for the narrowness of the road.

- DC/21/04634 – Full planning application – enlargement of gardens for converted barn (approved under DC/19/05392) and creation of two car ports @ Harveys Garden Plants, Great Green – it was queried as to why this application had in fact been submitted however all agreed that the Parish Council had nothing to say on this application and as such would submit no comment, aif.
- DC/21/04640 – Planning application – Change of use and conversion of barn to form 1 No dwelling @ barn at former Mill Farm, Barton Road – it was noted that the proposal adhered to Schedule 2 Part 3 Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 as it is within the curtilage of that which was approved under DC/21/02112. As such prior approval for the change of use to a dwelling was established and Council was recommended to review the details of the conversion as submitted under the current planning application before the Council. Following discussion, all agreed that the Parish Council should continue to recommend objection to the development in principle utilising the previous comments raised for this site, aif.
- DC/21/05047 – Application for planning permission without compliance of conditions – application under Section 73 of the Town and Country Planning Act relating to DC/18/03811 for variation of condition 2 (approved Plans and Documents) to allow alterations to internal layout and appearance of Units H-L and Units D-G @ Elm Farm Park, Great Green – all agreed that the PC should support this application on the grounds that it would have little or no impact, aif.

7. PLANNING APPLICATIONS TO BE CONSIDERED BY THE PARISH COUNCIL:

- a) SCC/0073/19MS/VOC - Proposal: Variation of Condition 2 of planning permission Reference number SCC/0073/19MS - The boundaries of the site have been amended. Drawing 2001 P10 Landscape Masterplan 420 Place School to be superseded with 2001 P11. Variation of Condition 2 of planning permission Reference number SCC/0073/19MS - the boundaries of the site have been amended. Drawing 2001 P10 Landscape Masterplan 420 Place School to be superseded with 2001 P11 @ Highfield, Norton Road – the meeting agreed that it was supported of the amendments to the boundaries of the site.

So signed at the meeting of 6th October 2021

- 8. PLANNING APPLICATIONS DETERMINED** - to receive details of the planning applications considered by the Local Planning Authority (Mid Suffolk District Council):
- a) DC/21/03703 – Planning permission for the erection of carport, garden store and first floor annexe accommodation @ Poplar Meadow, Thedwastre Road.
 - b) DC/21/03721 – Advertisement consent to display and an advertisement – 1 No. non-illuminated fascia sign to entrance of school @ Thurston Primary Academy, Norton Road.
 - c) DC/21/04044 – Planning permission for the conversion of garage to additional living accommodation @ Copper Coin, The Planche.
 - d) DC/21/04383 – Non-material amendment relating to DC/18/03547 to substitute the materials of plots 213-220 and 243-248 which are currently proposed to be built in Village Harvest Multi Brick to full cream render @ land to the West of Ixworth Road.
 - e) DC/21/02299 - Discharge of conditions application for DC/17/02232 – Condition 5 (Landscaping Scheme) @ land on the West side of Barton Road.
 - f) DC/20/05246 – Discharge of conditions application for 4942/16 – Condition 4 (Construction Methodology) @ land at Meadow Lane.
- 9. COUNCIL TO BE MADE AWARE OF THE FOLLOWING CONSULTATIONS:**
- a) Babergh and Mid Suffolk District Council Parking Strategy Consultation – to note that 2020 Consultancy has been commissioned by Babergh and Mid Suffolk District Councils to help them produce a parking strategy. The strategy will provide a comprehensive route map that guides the long-term approach to parking provision within the Babergh and Mid Suffolk districts. The main element of the consultation is an online questionnaire which will conclude on 28th September:
<https://www.smartsurvey.co.uk/s/BMSDCparkingstrategy/>
- 10. TO CONFIRM THE DATE OF FUTURE MEETINGS: all to take place in Thurston Community Library unless the agenda specifies otherwise.**
- a) Full Council Meeting – 6th October 2021 – commencing at 7.00pm
 - b) Planning Committee Meeting – 20th October 2021 – commencing at 7.00pm
- 11. CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 19.46pm.

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

Appendix B

Accounts submitted for payment – 01.09.21	Voucher	METHOD	NETT	VAT	TOTAL
Gage Computer Services – maintenance	1233	Bacs	38.00	0.00	38.00
SHO Cleaning & Maintenance – Office Cleaning	1234	Bacs	96.00	0.00	96.00
M&TJ's – Church, NG Play Area & Heath Rd – July 21	1235	Bacs	Tbc	0.00	tbc
SCC – repair to light at pole 52 Thedwastre Road	1236	Bacs	559.52	111.90	671.42
Mid Suffolk District Council – Refuse sacks	1237	Bacs	36.50	7.30	43.80
PKF Littlejohn – Limited assurance review fee	1237	Bacs	800.00	160.00	960.00

Accounts paid since 04.08.21	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (August 21)	1219	SO	385.09	0.00	385.09
Plusnet – Telephone & internet (Aug – Sept 21)	1220	DD	28.65	5.73	34.38
Amazon – prime	1221	CC	7.99	0.00	7.99
Adobe Systems Software – Acrobat Pro DC	1222	CC	12.64	2.53	15.17
Toner Giant – inks	1223	CC	95.38	19.08	114.46
Safety signs & notices – aluminium posts	1224	CC	46.02	9.20	55.22
Eurooffice – inks	1225	CC	70.62	14.12	84.74
Amazon – inks	1226	CC	32.22	6.44	38.66
Amazon – Sharpie pens	1227	CC	5.82	1.17	6.99
Amazon – push pins	1228	CC	4.14	0.84	4.98
Salaries – August 2021	1229-1232	BACS	3806.79	0.00	3806.79

Receipts received since 04.08.21	METHOD	NETT	VAT	TOTAL
Lloyds Bank – Interest	Interest	1.49	0.00	1.49
HMRC – VAT reclaimed on behalf of Recreation Ground Account	Bacs	331.50	0.00	331.50
BMSDC – Cleansing Grant (<i>note overpayment</i>)	Bacs	984.56	0.00	984.56

Inter Account Transfers carried out

Date of Transfer	Means	From Account	To Account	Amount Transferred	Reason for transfer
13.08.2021	TRF	4092	6154	331.50	Refund of VAT reclaimed by the PC on behalf of the Recreation Ground Account
18.08.2021	TRF	4092	1721	10,000.00	Funds transfer from current to deposit account
20.08.2021	TRF	4092	1721	10,000.00	Funds transfer from current to deposit account
24.08.2021	TRF	4092	1721	10,000.00	Funds transfer from current to deposit account

So signed at the meeting of 6th October 2021