

## THURSTON PARISH COUNCIL

MINUTES of the COUNCIL MEETING held on Wednesday 7<sup>th</sup> December 2022 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

**Present:** Cllr. Dashper (Chair), Cllrs. Balaam, Bond, Hay, Morris, Rainbow and West.

Also in attendance: County Cllr. Otton; District Cllr. Davies; Mrs Waples, Parish Clerk; Mrs King, Deputy Clerk; PCSO Swain and four members of the public.

1. **OPENING** – the Chair 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 Cllrs. Cornell and Hayley for personal reasons.
  - b) **Council agreed to approve the apologies submitted, aif.**
  - c) The meeting was notified that Cllr. Priscott had tendered his resignation from the Council in writing to the Chair which had been accepted. The Clerk confirmed that she had informed Electoral Services at BMSDC and that the vacancy had been advertised in accordance with legislation.
  - d) The meeting noted that District Cllr. Richardson had submitted his apologies for the meeting.
3. **DECLARATIONS OF INTERESTS FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £50** –
  - a) To receive declarations of disclosable pecuniary interests and other registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – there were no such interests submitted.
  - b) To receive notification of gifts of hospitality exceeding £50 – there were none submitted.
  - c) To note the determination of requests for dispensations in accordance with Council’s Dispensation Policy – there were none to be reported.
4. **TO NOTE THE MINUTES OF THE FOLLOWING MEETINGS:** *(all as previously circulated)*:
  - a) To approve the following minutes: full Council Meeting of 2<sup>nd</sup> November 2022 – **approval of the minutes as previously circulated was given along with consent for the Chair to sign the minutes as a true and accurate record of the proceedings that took place, aif.**
  - b) Council to note Draft and Approved minutes of the following committees are available to view online at <https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/>: for the following Committees: Emergency Planning Committee; Leisure and Environmental Committee (formally the Recreational and Leisure Facilities Committee and Climate Awareness and Environment Committee); Planning Committee and Policy & Resources Committee.
5. **REPORTS FOR INFORMATION** – the following reports were submitted: all of which can be viewed under Appendix C and D – (separate file).
  - Report from County Councillor Penny Otton – the written report was taken as read and the following points were brought to the meeting’s attention:
    - Pleased white lines are in place
    - Meeting with NR – very disappointed with lack of progress and the lack of knowledge of the new Officer leading the project.
    - Bus Strategy Meeting – MSDC to undertake a survey to ascertain need across the affected villages.
    - Suffolk County Deal – likely to be a directly elected leader of the Council. Further information will be devolved once the embargo has been lifted.
    - Winter warmth – details sent over.
    - Gritting – gritters are out and will be filling up the grit bins.
    - All were wished a very Merry Christmas and a successful 2023!

*Cllr. Otton left the meeting at this point.*

Signed.....

11<sup>th</sup> January 2023

- Report from District Cllr. Austin Davies - the written report as submitted was taken as read and the following points were brought to the meeting's attention:
  - Contacts with planning officials and trying to get movement on Heath Road.
  - Highways – trying to get safer crossings with monies that SCC has received.
- Report from District Cllr. Harry Richardson – the written report was taken as read and there were no matters to be brought to Cllr. Richardson's attention.

## 6. PUBLIC FORUM –

- a) to receive matters of concern from members of the public in attendance on the agenda submitted –  
The following comments were raised in the public forum:
- 33-acre project – 2<sup>nd</sup> Public Consultation on 12<sup>th</sup> January 2023 – plans are also published online. Information is being well circulated within the community.
  - Allotments – these are now not on the 2<sup>nd</sup> version of the 33-acre site. What are the reasons as to why they have been removed? *The Clerk confirmed that the council was in negotiations with developers and landowners as to land that might be available for allotments. This negotiation was confidential, and details would be made known once these talks had been completed.*
- b) to receive comments relating to Thurston in general – the Clerk made the meeting aware of the following items that had been received by the Parish Council and upon which she had been working:
- Old Norton Road – flooding issues – it was confirmed by SCC Highways that a number of the gullies near the western end of Old Norton Road were put onto an enhanced cleansing regime and should be on a 6 monthly cleanse cycle. It had been agreed that the target date of August 2022 had been missed and was now overdue and that the schedule had slipped. SCC will be asking their Contractor if they can prioritise these gullies and see what they can do to get back on track asap.

## 7. POLICE MATTERS

- a) To receive a report from PCSO Swain on crimes relating to Thurston – a copy of the report from the Clerk was provided to all containing a summary of the crimes investigated and work undertaken by PCSO Swain and Stowmarket SNT for November 2022. Issues with Pond Field Road and Lady Road and Thurston Park with regards to inappropriate parking were ongoing. ASB has in general reduce with pockets of young drivers hanging around the CO-OP.
- b) To consider matters for referral to Stowmarket SNT – there were no matters for referral.

*PCSO Swain & Cllr. Austin left the meeting at this point.*

## 8. STATUTORY BUSINESS –

- a) To consider nominations for co-option to the Parish Council to fill the casual vacancy – there were no nominations for the Council to consider.
- b) To confirm the appointment of PKF Littlejohn as the Council's external auditor for the five financial years from 2022-23 – 2026-27 - all noted the appointment for the period stated.

## 9. TO CONSIDER MATTERS RELATING TO NETWORK RAIL:

- a) to receive an update from the Clerk on the feasibility study relating to the Thurston Station Level Crossing to be conducted by Network Rail – all noted the notes from the meeting of 23<sup>rd</sup> November 2022 at which project updates and timelines were communicated to all and disappointment was expressed that, in essence, the project had made little or no progress over the past two years. A timetable for completion had been agreed: Dec. 22 – Finalise funding; Jan 23 – Confirm scheme requirements (crossing safety, etc); Feb 23 – Develop option selection criteria (comparison of options) TBC - Road traffic audit and passenger count; Apr 23 – Option review – answering the unknown (heritage protection, what it will look like, visual presentation; Jun 23 – High level costs, contents, risk and progress (land ownerships, costs, delivery, health and safety, etc) and Summer 23 – Presentation to the work group. The sponsor for the project for Great Anglia has also confirmed that he is contractually obliged to give monthly updates, so he could guarantee the updates – whether at meetings or via emails.
- b) to receive an update on the Community Action for Thurston (CATS) campaign to improve the appearance and use of the Thurston Station Building – the Clerk provided the meeting with an update received from CATS

Signed.....

11<sup>th</sup> January 2023

in which it was confirmed that GA had clarified that there is no right of vehicular access across the flats' car park and discussions about this and the availability of parking will only be discussed by GA with the incoming tenant. CATS or GA will make contact with the landlord of the flats to ask what his terms would be for access to be allowed. Work will also start soon on frontage of building to include "clearance of the outside storage areas, vegetation clearance and painting of windows and doors, weather permitting. The latter may be delayed by weather until the early spring". Further details were awaited from Cllr. Richardson's discussion with the Economic Regeneration Team at MSDC and the Heritage Team were to be asked for their opinion about demolishing the two free-standing courtyard walls either side of the building to create a few parking spaces. Responses to the publicity have all been very supportive and local residents' suggestions are continuing to be in favour of it becoming a community hub of some sort. Discussions are ongoing with organisations offering community outreach facilities.

#### 10. FINANCE:

- a) To approve the accounts awaiting payment including those coming forth (*Paper 1 – 07.12.22*) - the items awaiting payment were verified and explanations given where appropriate. **The meeting approved those as submitted under Paper 1 for payment as seen at Appendix B, aif.**
- b) To note the accounts paid since the last meeting (*Paper 2 – 07.12.22*) - **the meeting retrospectively approved those payments that had been made away from the meeting as detailed under Paper 2 as seen at Appendix B, aif.**
- c) To note receipts allocated since the last meeting (*Paper 3 – 07.12.22*) - Council noted the receipt of monies received as identified at Appendix B.
- d) To consider and receive the Bank Reconciliation for the period ending 31.07.2022 (*Paper 4 – 07.12.22*) - Council noted the overall bank balances of £307,860.84 across both accounts held in the name of the Parish Council. It was confirmed that the audit log to the end of November has been verified and signed off by Cllr. Rainbow.
- e) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects identified in the Parish Infrastructure and Investment Plan or coming forth as a bid against the CIL Reserve (*Paper 5 – 07.12.22*) - Council received the up-to-date position from known expenditure and noted that once all committed funds were realised there would be a potential available balance of £263,348 which would fall to £210,170 if the estimated costs for projects coming forth against the CIL pot were realised. The Clerk confirmed that she would be following up the capped ring-fenced funds taken off the monies paid to the Council and how they have been allocated in terms of ring-fenced infrastructure.
- f) To receive and consider the Internal Control Review as carried out by Cllr. Rainbow for the period to November 2022 (*Paper 6 – 07.12.22*) - Cllr. Rainbow was invited to speak on the recent internal control review and confirmed that overall there were no matters to be brought to the meeting's attention. It was noted that the Recreational and Leisure Facilities and Climate Awareness and Environmental Committees were now combined into the Leisure and Environmental Committee.
- g) To consider the quotation from Urban Forestry for the removal of one Norway Maple and crown reduction of one Norway Maple on New Green Public Open Space at a cost of £1,168.75 – **all agreed that the works as specified under Option 2 - removal of a Norway Maple (T212) and crown reduction of a further Norway Maple (T211) be approved on the proviso that a replacement was planted in front of Tree 211, aif.**
- h) To consider and receive the Draft Budget for the financial year 2023 – 2024 as recommended for adoption by the Policy & Resources Committee (*Paper 7– 07.12.22*) – Council considered the draft budget papers provided along with the narrative on the budget being proposed. Following discussion, **it was agreed that the Council was minded to approve the budget of £200,550 with the funding to be fully agreed at the meeting in January 2023 once the provisional tax base and local government financial settlement were known, aif.**
- i) To consider and approve applications coming forth under the Council's Small Grant's Policy – (*Paper 8 – 07.12.22*) - **it was agreed that the Parish Council would offer a grant of £200 to both Mid Suffolk CAB and Headway Suffolk, aif.**

#### 11. TO CONSIDER MATTERS RELATING TO THE COMMUNITY OF THURSTON:

- a) To receive any matters relating to the partnership working with the PCC in the production of the Thurston Community Newsletter – the processes and procedures were working well. It was confirmed that the

Signed.....

11<sup>th</sup> January 2023

Newsletter Editor would be taking over the role of overall Co-ordinator for the distribution of the newsletters effective January 2023. In the first instance all newsletters would be sent to the Parish Council.

b) 33 Acre Project, Heath Road

- i) To receive an update on the meeting attended by the Parish Council as organised by Jo Churchill, MP to discuss the 33 Acre Project – the Clerk provided an update of the meeting attended by her and the Chair which had been organised to bring together stakeholders to specifically address how this opportunity could be progressed and the key issue of funding addressed. A number of items arose from the meeting which required further actions prior a) Cllr. Richardson to set up a meeting with MSDC, TPC, The Ben Wragge Skatepark Charity and WSDC to discuss how the stakeholders can work together to deliver the funding for this project (see bii below); b) Chair of the Charity approach the landowner to ascertain whether the land could be gifted to the Parish Council c) Thurston Football Club in conjunction with Suffolk FA prepare a detailed 2, 5 and 10 year costed proposal; d) a second Public Consultation event be held based on the new layout shown at the meeting; e) 1<sup>st</sup> Thurston Scout Group prepare a detailed costed plan for the facilities that they would like on the site and f) West Suffolk Wheelers Cycle Club prepare a detailed plan as to the facilities they also would like on the site.
- ii) To receive an update on the meeting attended by the Parish Council with Infrastructure Officers at MSDC to discuss the feasibility of a CIL bid for the above project – the Clerk provided an update from the meeting at which the following points had been covered: reasoning behind the offer of land for recreational facilities; Skatepark Charity were currently working on the vision for the site which would respond to MSDC’s aspiration to support the village with recreational facilities; the existing policy for development on the countryside against which this would be judged was West Suffolk’s DM5 which only allowed for small scale facilities for outdoor sport and recreation that preserve the openness, appearance and character of the countryside and did not allow for any urbanising development such as buildings and flood lights; West Suffolk DC had completed their open space strategy and pitch strategy and feel that their needs have been adequately addressed with the current provision; the land had not been included within the Great Barton NDP for development; details were required as to how the pedestrian track will be secured to stop vehicles other than emergency and maintenance from using it; requirement for sight of all of the evidence documents to prove the need for funding with a view to enable the understanding of the project in terms of funding; proximity of large sports areas to residents would need to be addressed and impact mitigated – noise assessments would be required; requirement by the Skatepark Charity to look at the project as a phased development in particular in terms of planning which would also require the need to tease out what is important to the community to allow the project to be phased. For further meetings there would be the need to look at a delivery strategy in terms of funding along with addressing who will be in charge of the project overall as well as the management of the project on a revenue basis. It was also agreed that the Skatepark Charity would discuss with the landowner the possibility of phasing the land to be gifted. It was also confirmed that TCC’s project to deliver an artificial pitch had been postponed to allow further work to be undertaken by TCC and the FA with regards to the current grass pitches and how they might be used.

*At this point the Chair allowed the following comments / questions from the members of the public present: A representative from the Ben Wragge Skatepark Charity stated that the pre-planning application meeting should crystallise some of the issues and the Charity would keep options open until the discussions were had with West Suffolk District Council. The Chair reminded all that even if the land were to be offered to the Parish Council, (and the landowner had appeared to be amendable to having a conversation on this matter) a best value approach would need to be taken by the Council on the vision for the land which would be dependent on need, viability, revenue costs etc.*

Question raised by member of the public – why can some of the facilities not be placed on Heath Road or the Recreation Ground on Church Road. *It was confirmed that the former was only rented by the Parish Council and that discussions were still to be had as to how this land would be used going forward. With regards to the latter it was explained that whilst the land was used by the Football Club for matches, there was little room to add further equipment.*

Signed.....

11<sup>th</sup> January 2023

Question raised by a member of the public – if the 33-acre project goes ahead what will happen with the play area on Heath Road? *It was stated that until the parish council had managed to have conversations with the owners of the land as to their intention with this as well as the overall land, future plans for this land were held in abeyance.*

In reply to the comment that the Council appeared to have now decided to undertake a different direction on this site and were now supportive, the Clerk explained that the parish council was there to represent the parish as a whole and that attendance at meetings held over this site enabled it to have input and to ensure any mitigation measures were fully considered. Attendance at the outside meetings with reporting back at full council meetings ensured that all were aware of the direction of travel on the site and the facilities that were being considered.

*The Chair closed the meeting to further comments from members of the public.*

- c) To receive and consider the reports from Councillors on the review of street names within the parish area for possible upgrading / replacing – the meeting noted that the review had identified those signs that were in need of cleaning (40) and those that would require replacing and/or adding (30). The clerk confirmed that she had submitted an enquiry to BMSDC for costings for the new street signs and that this would be submitted as a CIL bid against the NCIL pot once received. The full list for replacement would be circulated with the CIL bid.
- d) To receive an update on the actions that the Parish Council should consider in response to the cost-of-living crisis – the Clerk confirmed that she was still looking into the practicalities of the scheme to progress take appropriate actions with neighbouring food banks to assist with funding a service to ensure any residents in Thurston had access to one of the closer food banks.
- e) Council to be advised of the Community Venue Partnership Opportunity meeting as organised by Thurston Community College – the meeting noted that Cllrs. Rainbow and West and the Clerk would be attending on behalf of the Council at which it was hoped to discuss the increasing community demand for use and hire of the village's four main community venues, for sport, cultural, recreational & social activities and how this need was being and will be met as the village increases in size. It was hoped that the meeting would explore opportunities and issues to ensure the community need was addressed.
- f) To receive a report from the Clerk on the Rural Community Transport meeting held with affected parish councils to decide the reduced bus service 384 and 385 – the Clerk provided a brief update on the meeting which she had attended. The central issue was the reduction of services for the 384/385 route. All parishes affected by this withdrawal had been invited and in the main representatives were in attendance from the parishes along with District Cllrs. and County Cllrs. for the affected parishes. Explanations were given as to the commercial decision to withdraw the service during non-term times along with confirmation that there were no finances or financial support from SCC, but the Bus Strategy Funding Bid would be open once again in 2023. Following discussion on various options, MSDC Communities Officer in attendance was asked to use the resources open to MSDC to carry out a survey to ascertain where the demand was. The outcome of such a study would assist the group with drilling down into what was feasible as well as the options available to the affected parishes.

## 12. COUNCILLOR REPORTS:

- a) To report village matters of concern to the Clerk: the following matters would be actioned by the Clerk and Deputy Clerk under delegated powers:
  - Bus Shelter – School Road – needs a clean
  - Ixworth Road – road beginning to crumble
  - Fencing along the path adjacent to the footpath leading from Station Hill to Wheatfields – this was in need of attention given its current state.

## 13. CLERK'S REPORT – to receive and consider information from the Clerk and Deputy Clerk and in particular:

- a) Thermal Imaging Camera Project – the Deputy Clerk confirmed that a further article had been put into the newsletter asking all to make contact if interested (25 to date) and that the thermal camera would be available to Thurston during the period 21<sup>st</sup> February to 20<sup>th</sup> March 2023 to undertake the surveys.

Signed.....

11<sup>th</sup> January 2023

- b) To receive an update on the CIL Bid M21-09 Thurston Community College Expansion and actions arising – the meeting was made aware that the CIL bid for the expansion of TCC in the sum of £2,018,011 had been approved by MSDC in November. The action points that had arisen from the meeting held with MSDC to discuss the bid were still outstanding: SCC / MSDC to determine whether within the CIL bid timeframe, SCC can realistically exercise the option for the land and deliver the items approved under CIL Bid – Phase 1; SCC to be asked to scope out Plan B to address school parking should Phase 1 not be deliverable and MSDC to look at whether MSDC can assist with the expediting of the land deal to enable the CIL bid for Phase 1 to be fully determined and the Clerk was continuing to chase for a response.
- c) To receive an update on actions arising from the Clerk’s meeting with the SCC Highways Community Liaison Engineer – a) Sandpit lane dropped kerb / footway - the meeting discussed the lack of a dropped kerb when exiting the Thurston Park footpath and noted that the Safety and Speed Team and Asset Manager at SCC had discussed the possibility of a safety barrier at this location. In principle the Teams agreed that this may be possible provided that a source of external funding is identified. The one potential issue is that the path is quite narrow so some of the verge owned by the developer would likely need to be hardened to give a wider splay of movement and passage to allow the rail to be placed at the correct distance of approx. 450mm from kerb. Permission would need to be gained on the private verge to make this a workable option. On the basis of the current and future use of the footpath given its location, **Council was in agreement that SCC be asked to progress the assessment of the works needed along with full costings to allow funding opportunities to be fully explored, aif;** b) Norton Road Hedges opposite the Community College – the areas had now been added to the programme for skirting and general vegetation works. The job pack was being compiled and the aim is to hand it over to the Contractor by the end of December for completion before the end of March 2023. The hedge is also to be reinspected amid further concerns highlighted by the Council that residents are now having to step into the road to avoid this area; c) hedge at Ixworth Road Crossroads has been reported for an enforcement notice to be sent out to the owner to cut back the hedge; d) Thedwastre Road- hedge outside of Rowan House - the hedge has been referred to the Enforcement Team however it is confirmed that this is a long-standing case that has been continuing over many years; e) faded give way lines on rail bridge, Thedwastre Road and Stop and give way markings at Pokeriage Corner – these have been referred for a second opinion and will now be refreshed in line with HMOP timescales asap; f) water on roads - All were reminded that reports of drains not working properly/water on road now needed further evidence to demonstrate that there was an issue – for example images of the extent of the water on the road that has not cleared 24hours after a downpour which will then be reported for further investigation and g) parking outside of the Primary School - It was further noted that a request had been submitted to the Schools Safety Officer to contact the Primary School directly to explore how best to educate parents about responsible parking around the school.
- d) To receive an update on issues relating to Ixworth Road – the Clerk was still awaiting a response from the Director for Planning and Building Control on the next steps for action who in turn was awaiting details from conversations SCC Highways were having with the Developer. All agreed that this situation was not acceptable, and the Clerk was asked to ascertain who was ultimately responsible for safety along this route.
- e) To receive an update on Ixworth Road/Station Hill/Norton Road Crossing Point - the Clerk confirmed that she was still chasing for a response from SCC Highways on the status of this crossing given the monies that had been collected under the signed S106 agreement from the Significant Five. The Professional Lead – Key Sites and Infrastructure at BMSDC had distributed a list from Suffolk County Council regarding developer contributions for Thurston. It was confirmed that the monies for the new school have been spent and that an update was awaited from PRoW and SCC Highways over the other infrastructure to be delivered by SCC monies. This included the crossing at the junction of Station Hill/Norton Road/Ixworth Road. Once all this information was to hand, meetings would be arranged to discuss the delivery /lack of delivery.
- f) To receive an update on the LED Upgrade Project in Thurston – all noted that the upgrade project was now complete and that costings for the implementation of new lights on Barton Road would be requested. Cllr. West agreed to survey the current provision and report back on where the need was the greatest.
- g) To note the Clerk has responded to the Rural England Prosperity Fund Survey.
- h) To receive the reports of items actioned under delegated powers – ongoing matters relating to inappropriate parking at various locations in the village; continuing liaison with PCSO Swain over the issues surrounding parking at both the Community College and the Primary School and the Library; parking by parents along Lady Road; questions on the 33-acre site on Heath Road.

Signed.....

11<sup>th</sup> January 2023

- i) To receive items of correspondence for noting only – it was confirmed that all matters not warranting a response had been previously circulated to all Councillors.

**14. TO CONFIRM THE DATE OF FUTURE MEETINGS: all to take place in Thurston Community Library unless the agenda specifies otherwise –**

- a) Planning Committee Meeting – 14<sup>th</sup> December 2022 commencing at 7.00pm
- b) Parish Council Meeting - 11<sup>th</sup> January 2023 commencing at 7.00pm
- c) Leisure and Environment Committee Meeting – 25<sup>th</sup> January 2023 – commencing at 6.00pm
- d) Planning Committee Meeting – 25<sup>th</sup> January 2023 – commencing at 7.30pm

**15. CLOSURE OF THE MEETING –** there being no other business the meeting was closed at 9.28pm.

Signed.....

11<sup>th</sup> January 2023

## 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
GA	Greater Anglia
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
HRA	Habitats Regulations Assessment
ILCA	Introduction to Local Council Administration
JR	Judicial Review
LAIS (from SALC)	Local Association's Information Services
LGBCE	Local Government Boundary Commission for England
LHB	Locality Highways Budget
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NEAP	Neighbourhood Equipped Area for Play
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
PROW	Public Rights of Way
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

Signed.....

11<sup>th</sup> January 2023



**Appendix B****Accounts submitted for payment – 7<sup>th</sup> December 2022**

	Voucher	METHOD	NETT	VAT	TOTAL
SHO Cleaning and Maintenance – Office cleaning	1616	BACS	144.00	0.00	144.00
M&TJ's – Grounds Maintenance inc. New Green Open Space	1617	BACS	280.00	56.00	336.00
Gipping Press – November Newsletter	1618	BACS	1088.00	0.00	1088.00
Gipping Press – December Newsletter	1619	BACS	1375.00	0.00	1375.00
Glasdon UK – Bin lids only to replace damaged ones	1620	BACS	476.04	95.21	571.25
Ashtons Legal – Fee for Supreme Court Application	1621	BACS	1000.00	0.00	1000.00
New Green Comm Trust – 2nd Biffa Bin – Dec 22-Mar23	1622	BACS	668.64	0.00	668.64
High Street Safari – Luminants Christmas Trail - CIL	1623	BACS	1059.00	211.80	1270.80
SCC – Street Lighting Upgrade – CIL	1624	BACS	32495.00	6499.00	38994.00
Glasdon – Dog bin & fixings	1625	BACS	234.68	46.94	281.62

**Accounts paid since 1<sup>st</sup> November 2022**

	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (October 22)	1596	SO	412.05	0.00	412.05
Plusnet – Mobile Phone – Oct-Nov 22)	1597	DD	7.28	1.46	8.74
Plusnet – Telephone & internet (Oct – Nov 22)	1598	DD	29.10	5.82	34.92
ICO – Registration Fee	1599	DD	35.00	0.00	35.00
BT – Pavilion Broadband	1600	DD	33.72	6.74	40.46
Adobe Systems Software – Acrobat Pro DC	1601	CC	12.64	2.53	15.17
Amazon – Dustpan and brush – Recycling Centre	1602	CC	10.82	2.17	12.99
Amazon – Prime Membership – Annual	1603	CC	95.00	0.00	95.00
Amazon – Stationary	1604	CC	10.82	2.16	12.98
RBL – Wreaths x 2	1605	CC	79.17	15.83	95.00
Amazon – Algae remover	1606	CC	22.48	4.50	26.98
Cartridge People – inks for printers	1607	CC	173.59	34.73	208.32
Salaries – November 2022	1608 - 1612	BACS	6403.66	0.00	6403.66
SLCC – Managing Cyber Security – Clerk	1613	CC	30.00	6.00	36.00
Thurston Village Hall – donation	1614	BACS	150.00	0.00	150.00
Thurston Table Tennis Club – donation	1615	BACS	500.00	0.00	500.00

**Items paid following authorisation at meeting of 2<sup>nd</sup> November 2022**

SHO Cleaning and Maintenance – Office cleaning	1583	BACS	156.00	0.00	156.00
Deputy Clerk – Expenses – batteries	1584	BACS	8.25	1.65	9.90
Gipping Press – Recycling Opening Hours Notices – CIL	1585	BACS	115.0	23.00	138.00
SECELEC – Pavilion Lights Upgrade – fully funded	1586	BACS	2190.00	438.00	2628.00
SCC -Upgrade Column 11 – Street Lighting – CIL	1587	BACS	1765.00	353.00	2118.00
Ashtons Legal – Legal Fees re Appeal of Court Hearing	1588	BACS	20758.00	1096.00	21854.60
James Hallam Ltd - Insurance Cyber Package Renewal	1589	BACS	436.81	0.00	436.81
Suffolk Police and Crime Commissioner – PCSO Contract	1590	BACS	19650.00	0.00	19650.00
Gipping Press – Recycling Centre Notice – CIL	1591	BACS	79.00	15.80	94.80
M&TJ's – Grounds Maintenance	1592	BACS	485.00	97.00	582.00
Sac-O-Mat Ltd – Bio Dog Bags	1593	BACS	405.36	81.07	486.43
MSDC – Refuse Sacks	1594	BACS	79.56	0.00	79.56
Thurston Relief in Need – Rent of Play Area, Heath Road	1595	BACS	55.00	0.00	55.00

**Receipts received since 1<sup>st</sup> November 2022**

	METHOD	NETT	VAT	TOTAL
Lloyds Bank – Interest	Interest	28.69	0.00	28.69
Newsletter Adverts – renewal – annual and one-offs	BACS	716.50	0.00	716.50
1 <sup>st</sup> Thurston Scout Group – payment for poppy wreath	BACS	27.50	0.00	27.50
MSDC – Cleansing Grant – Qtr. 2 – 22/23	BACS	950.95	0.00	950.95

Signed.....

11<sup>th</sup> January 2023