

THRANDESTON PARISH COUNCIL

Minutes of a meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 2 March 2015** in Thrandeston Village Hall.

PRESENT: Councillors David Burn, Laurence Conroy, Michael Mortlock and Gill Stebbings. Also in attendance Clerk (Sarah Foote)

1. Chairman's opening remarks

Cllr Burn welcomed all those present to what he explained would be his last council meeting as a member of Thrandeston Parish Council.

PUBLIC FORUM - There were no members of the public present.

Mid Suffolk District Council – District Councillor David Burn gave his report which confirmed that Mid Suffolk District Council would be increasing the Council Tax by a 1.7% increase.

Suffolk Police – a report read by the Clerk confirmed there had been no crimes in the parish since the last meeting.

2. Apologies for absence

Apologies were received from Cllr Garrett and PCSO Faulkner.

3. Councillors' Declarations of Interest

There were no declarations of interest. Councillors were reminded of the requirement for them to individually update their Register of Interests as appropriate.

4. Approval of minutes of meeting of 5 January 2015 and 16 February 2015

The minutes of the meeting of 5 January and 16 February were unanimously agreed and were duly signed by the Chairman.

5. Matters arising from minutes of meeting of 5 January 2015 and 16 February 2015

461/9 - planting of trees at the embankment would be discussed at the next Common Committee meeting. *Action: Cllr Conroy.*

464/13 – outstanding issues regarding the EAPWG Memorandum of Understanding were still to be resolved and it was agreed that documentation should be approved and signed by all member councils that had contributed to the fund. This would enable Thrandeston Parish Council to remain acting as Banker for the Group. The future of EAPWG was discussed and what its remit going forward might include.

6. Procedural

a) 2015 Annual Parish Meeting – Suffolk Historical Society had confirmed they would be available to deliver a presentation to the meeting on Friday 24 April. A leaflet providing all the information for the meeting would be circulated with the Church Magazine at the beginning of April. *Action: Clerk and Cllr Garrett to organise.*

b) On-line presence for Thrandeston Parish Council – it was agreed that Cllr Garrett would attend the One Suffolk Training to begin the development of a website for the Parish Council which could extend to the whole parish if required. Initially, the site would be developed to meet the requirement of the new Transparency Code i.e. used to publish Parish Council agendas, minutes and supporting documentation.

7. Planning

a. Consideration of the following planning application was deferred due to information not being available.

| Ref | Location and Description | Decision |
|-----|--------------------------------|--|
| | Land at Pond Farm, Great Green | Pre-application consultation – proposed base station installation. |

b) There were no planning determination to note.

c) There were no other planning matters.

8. The Common

a) A report of the Committee Meeting of 16 February 2015 was given by Cllr Conroy. Minutes of this meeting are appended. The Chestnut tree would be removed from Little Green; the necessary consent had been received.

b) Arrangements for work (drainage) to Village Hall Car park (minute 457/9 refers). Cllr Burn would investigate the costs of a mini digger. *Action: Cllr Burn*

c) To consider the state of repair of the area around the pump and the fence on Little Green and agree any necessary action. It was agreed to defer this item to the next meeting. *Action: Agenda next meeting.*

9. Highways

a. Speed data recorders – the results of the speed data recorder would be reported in the next issue of the Parish Council Update and no further action would be taken in the short term. *Action: Cllr Garrett.*

10. Village Hall

a. Report of a meeting held between Parish Council and Village Hall representatives on 23 February was received. The Village Hall members had confirmed they were happy to contribute to the refreshments at the Annual Parish Meeting and provide any old photographs. *Action: Clerk to confirm arrangements for refreshments with Village Hall.*

Signed Chairman.....

..... Clerk

Date 18-05-2015

THRANDESTON PARISH COUNCIL

Minutes of a meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 2 March 2015** in Thrandeston Village Hall.

b. Village Hall Committee request to the Parish Council for permission to allow motor vehicles on that part of Little Green that is not under HLS; to determine what the Parish Council's response should be this year; (and to authorise the clerk to respond accordingly to the request when it is received.)

The letter asking for the above permission had been received prior to the meeting. It was agreed to grant permission to use the non-HLS area of Little Green (as confirmed in a map to be supplied to the Village Hall) and that the activity must be confined to this area. The Council also agreed that members of the Tractor Club should be made aware of the parking restrictions on the Green and the Village Hall should be asked to cooperate with this. The Parish Council would also request that nearer to the time of the event they be supplied with a copy of any licensing documents and an event risk assessment. *Action: Clerk to respond (including details below).*

c. Parish Council's participation in the Hog Roast event on Sunday, 28 June, with regard to such matters as publicity, pre-planning, manpower generally and marshalling in particular. It was agreed that the Parish Council should have a presence when the tractors arrive at the event in the morning. Cllr Burn volunteered to speak with the owners of Church Farm about the possibility of additional parking there. Councillors present offered to attend any pre-event planning meeting that the Village Hall may arrange. *Action: Cllr Burn*

11. Village Sign

To discuss the possibility of working with the Village Hall Committee in pursuit of their suggestion of erecting a village sign in Little Green and a name board on the village hall identifying it as such.

Village Sign – it was agreed to make this an agenda item for the Annual Parish Meeting and to ask for parishioners views on the type of sign and location via the next edition of the Parish Council Update. *Action: Agenda Annual Parish Meeting and Cllr Garrett.*

Village Hall sign – Councillors agreed that this was a good idea and would be interested to receive more information on the size and intended location.

12. Planning Inspectorate Examination – Proposed Gas Power Station

The Planning Inspectorate's recommendation to the Secretary of State for Energy and Climate Change, who will make the decision, will be known by 28 April 2015.

13. Correspondence

The following items of correspondence received since the last meeting were noted.

| Date received | From | Subject |
|---------------|---------------------------------------|--|
| 19.02.15 | Eye Town Council | Comments on Suffolk County Council proposed Order prohibiting traffic right turn from Stuston Lane to A140 |
| 17.02.15 | Suffolk Association of Local Councils | LAIS 1375 The Electronic Summons |
| 17.02.15 | Suffolk Association of Local Councils | LAIS 1374 Councillor Travel expenses |
| 10.02.15 | Suffolk Association of Local Councils | LAIS 1373 Automatic Precept Referendums |
| 10.02.15 | Suffolk Association of Local Councils | LAIS 1372 Transparency Code – smaller authorities |
| 11.02.15 | Suffolk County Council | Education Infrastructure Plan |
| 05.02.15 | Suffolk Association of Local Councils | Redemption of 3.5% War Stock |
| 03.02.15 | Mid Suffolk District Council | Town and Parish Newsletter (January 2015) |
| 21.01.15 | Suffolk Association of Local Councils | Section 137 Expenditure |

14. Consultations – the following consultations were noted:


- Mid Suffolk Community Infrastructure Levy REVISED Draft Charging Schedule Consultation.
- Babergh and Mid Suffolk Joint Local Plan Issues and Options. Cllr Burn would email to Councillors relevant section of the consultation to which they could make personal responses. *Action: Cllr Burn.*

15. Finance

a) The current financial statement, including a spend against budget report, was presented to Councillors and is appended to the minutes.

b) The following payments were considered and agreed for payment:

| Amount | Payee | Details | Cheque No | Power |
|---------|----------------------------------|---|-----------|------------------|
| £60.98 | Sarah Foote | Clerk's expenses (mileage, stationery and telephone) January/February/ March 2015 | 100432 | LGA 1972 S111(i) |
| £410.03 | Sarah Foote | Clerk's salary January/February/March 2015 | 100433 | LGA 1972 S111(i) |
| £40.40 | HMRC | PAYE | 100434 | LGA 1972 S111(i) |
| £35.00 | Information Commissioner Officer | Annual Data Protection Registration | 100435 | LGA 1972 S111(i) |

Signed 
Date 18.03.15

..... Chairman..... 

..... Clerk 

THRANDESTON PARISH COUNCIL

Minutes of a meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 2 March 2015** in Thrandeston Village Hall.

| | | | | |
|-------|---------------------|------------------|--------|------------------|
| £8.50 | Anglia Book Keeping | Payroll Services | 100436 | LGA 1972 S111(i) |
|-------|---------------------|------------------|--------|------------------|

16. Urgent Matters

Cllr Mortlock thanked Cllr Burn for his work on the Parish Council for the last four years and this was echoed by the other Councillors.

The Clerk brought to the Council's attention the need to review the Council's Risk Assessment, the Statement of Internal Control and Financial Regulations. These documents were duly considered by the Council and it was agreed no revisions were necessary.

17. Date of next meeting and agenda items – Monday 18 May 2015. Review of Asset Register, Appointment of Internal Auditor.

Meeting Closed 21.45.

Signed Chairman.....
Date 18.05.2015 Clerk