

THRANDESTON PARISH COUNCIL

Minutes of Meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 7 March 2016** in Thrandeston Village Hall.

PRESENT: Councillors Goff Hawes (Chairman), Andrew Colchester, Sharon Colchester, Alison Murton and Jerry Cotter. Also in attendance five members of the public, District Councillor Burn and County Councillor Jessica Fleming (left 19.48) and the Clerk (Sarah Foote).

1. Apologies for absence

None.

2. Chairman's opening remarks

The Chairman thanked all those that made the effort to turn out for the Litter Pick on 4 March and reported that a huge amount of litter was collected by the team of willing volunteers.

3. To receive any declarations of pecuniary and non-pecuniary interests from members on any item to be discussed.

Cllr A Colchester and Cllr S Colchester declared a Pecuniary Interest in agenda item 9 – Village Hall Car Park. The Clerk advised that both Councillors would be required to leave the meeting when this item was considered.

None.

4. PUBLIC FORUM

A member of the public reported that the Footpath from Pond Farm through to the Brome Road at Great Green. And, was also concerned that Brooke Lane, along with other paths, were being driven on and they considered it illegal to drive on footpaths. It was suggested that the County Council, who are the Footpaths Authority should be contacted to investigate. The Clerk also advised that the member of the public should lodge his concerns directly on the Suffolk County Council website. *Action: Clerk to report to Suffolk County Council Footpaths Officer.*

Another member of the public commented that there had been a previous request to relocate the post box (agenda item 10) to by the Willow Tree on Little Green.

The Parish Council were thanked for all the work done to dig the area near the railway bridge to clear the standing water.

Suffolk County Council – Cllr J Fleming gave her report which detailed the A140 road safety study and abuse of footpaths. The call for sites for Gypsy and Traveller sites had resulted in very few expressions of interest. 200 Syrian refugees would be housed within Suffolk during the next two years.

Mid Suffolk District Council – Cllr Burn reported details of how central government collected tax. More locally, Cllr Burn confirmed that the Brome Community Recycling Centre, which he valued as a local facility, would be reopened by the District Council and expressions of interest were being sought for the day to day running of the site. Suffolk County Council would also be providing some funding for the operation of the site.

5. To consider confirming the minutes of the meeting of 12 January 2016

The minutes of the meeting held on 12 January 2016 were agreed (one typographical amendment) as a true record of the meeting

6. To note matters arising from the minutes of the meeting of 12 January 2016

481/6 - The Footpath sign had been moved by Cllr A Colchester.

481/8C - The Willow Tree branch had been cleared by Councillors.

482/11 – The Tree Planting at the embankment had been carried out by a team of Councillors and volunteers.

482/10/D - Bank accounts – The Clerk reported that confirmation had been received from Barclays that both savings accounts had been closed and the Parish Council would now operate with the one current account.

7. Planning

a) The following planning application was considered:

Ref	Location	Application
SCC/0024/16MS	Eye Power Station, Oaksmere Business Park, Eye Road	Variation of condition 1 of planning permission to amend fuel to allow 100% mechanically treated wood.

It was agreed to recommend support for the application.

b) There were no planning determinations

c) There were no other planning matters.

8. The Common

a) Report from the Commons Co-ordinator – Cllr A Colchester read his report as appended to the minutes. The culverts had been cleared under the embankment and now waiting Network Rail to carry out their work week commencing 14 March. Environment Agency had taken water samples for testing and advised no pollution present

Signed Chairman..... Clerk
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on the Marsh, although some in ditch between Woodstock and Chestnut Farm and this would be investigated by The Environment Agency.

b) Natural England Hay Making Supplement – there had been no response form Natural England.

Two quotations for the 2016 cut of Little Green were considered. The Parish Council had endeavoured to obtain three quotations (as per Financial Regulations) but there were very limited options for contractors who were interested in this work. It was agreed to award this year's work to contractor B at a cost of £576 including VAT and the cut would be carried out after 15 July. The option of offering a three year contract for this work, from 2017, was considered.

20.15 Cllr A Colchester and Cllr S Colchester left the meeting.

9. To consider quotations for refurbishment of Village Hall Car Park (Little Green) - to push back the car park, and resurface with a slope in order for work to get away.

The Chairman reported he had contracted both planning and building control at Mid Suffolk District Council and planning permission was not required for this work as it was classified as a repair and any permeable material could be used.

Three quotations had been sought. It was agreed to award the work to contractor C at a cost of £618 including VAT. A neighbouring resident had offered to contribute towards the work and the Village Hall Committee had confirmed they would also make a donation to the work. It was further agreed to contact Mid Suffolk District Council and Suffolk County Council to explore grant funding for this project. *Action: Clerk.*

20.22 Cllr A Colchester and Cllr S Colchester returned to the meeting.

10. To consider relocation of post box from Little Green to a more accessible location. It was agreed to put a request to Royal Mail to relocate the post box on the wall outside the Old Queen's Head, close to the curve of the flint and brick wall, and as near as possible to the gate of the Queens Head, under the cherry tree. The current location close to junction, was dangerous and there was nowhere to park. It was also noted that the revised location had a hard standing which the current location did not. . *Action: Clerk.*

11. Procedural

a. The Asset Register was reviewed and there were no amendments.

b. The review of Standing Orders, pursuant to the Public Contracts Regulations 2015, was deferred pending additional information from NALC.

c. The Council's Financial Regulations, pursuant to the Public Contracts Regulations 2015, were reviewed and it was agreed to adopt the 2016 model Financial Regulations.

d. The Statement of Internal Control was reviewed and there were no changes.

e. The Council's Risk Register (Assessments) was considered by Councillors. It was agreed that further assessment was needed of the risks relating to the Village Green; trees, seat, pond. The Clerk would draft a risk assessment for Councillors to undertake. *Action: Clerk and agenda next meeting.*

12. Finance

a) A full financial statement would be reported at the next meeting. The bank balances as per the existing accounts were noted but an up to date statement for the 'one current account', as reported in matters arising above, was still be received.

b) It was agreed to make the following payments...

Amount	Payee	Details	Chq No	Power
£283.61	Sarah Foote	Clerk's salary February and March 2016	100509	LGA 1972 S112(i)
£8.80	HMRC	PAYE	100510	LGA 1972 S111(i)
£31.28	Sarah Foote	Clerk's expenses February and March 2016	100511	LGA 1972 S111(i)
£35.91	Cllr G Hawes	Reimbursement for new litter pick sticks	100512	LGA 1972 S111(i)
£35.00	Information Commissioners Office	Data Protection Registration – Annual Fee	100513	LGA 1972 S111(i)
£71.51	Heelis and Lodge	Internal Audit year ending 31 March 2015	100514	LGA 1972 S111(i)
£4.25	Anglia Book Keeping	Payroll Service	100515	LGA 1972 S111(i)

Signed  Chairman  Clerk
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11. Correspondence

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

Date received	From	Subject
02.03.16	Parishioner	Thanking the Parish Council for their work. <i>This item had been received since publication of the agenda.</i>
24.02.16	Suffolk Association of Local Councils	Warmer Homes, Health People
23.02.16	Suffolk Association of Local Councils	First World War Memorial Programme
23.02.16	Suffolk Police	Neighbourhood Policing Review
23.02.16	Suffolk County Council	Suffolk's Year of Walking May 2016 – May 2017
05.02.16	Suffolk Association of Local Councils	Smaller Authorities Audit Appointments – Second Communication
28.01.16	Mid Suffolk District Council	Town and Parish Newsletter
28.01.16	Suffolk County Council	Road Safety Study – A140
18.01.16	Parishioner	Issues on the Marsh
A response had been sent to this enquiry.		
06.01.16	Parishioner	Work of new Parish Council/retention and disposal of voting slips from HLS Information Day (August 2013). <i>This item of correspondence has been deferred from the last meeting.</i>
The Chairman asked three members of the public, who had previously served on the Parish Council, questions on the above. After discussion, it was concluded that as The Common was now in the Higher Stewardship Scheme, which the current Councillors were content with, no further action will be taken as the comments did not relate to the business of the current Parish Council.		

12. Consultations

None.

13. Urgent Matters

None.

14. Date of next meeting and agenda items – Tuesday 3 May 2016.

Meeting Closing 21.01.

Signed  Chairman.....  Clerk
 Date 3 MAY 2016