

THRANDESTON PARISH COUNCIL

Minutes of a meeting of Thrandeston Parish Council held at 7.30 pm on **Monday 7 July 2014** in Thrandeston Village Hall.

PRESENT: Councillors David Burn, Laurence Conroy, Nicky Garrett. Also in attendance County Councillor Fleming (left 19.48), one member of the public (left 21.39) and Clerk (Sarah Foote)

PUBLIC FORUM

Suffolk County Council – Cllr Jessica Fleming reported that a new Assistant Education Director had been appointed. A consultation was currently running on changes to parking standards relating to new housing developments. Cllr Fleming apologised for the delay in cutting verges on the roads. Defects to roads should be reported through the County Council's website.

Suffolk Police – a report supplied by PCSO Long was read by the Clerk and appended to the minutes. The Tree Warden supplied the first stage of a tree survey he was undertaking for the Parish Council and asked for Councillors comments on how they would like the information displayed. The report being prepared could include; species, location, description, grid ref, location description, approximate age and condition, size (height and girth), history of any work undertaken on tree, any risks (which would need assessing on a regular basis), date tree recorded and any ownership details. A discussion took place around the small Horse Chestnut Tree on Little Green. *Action: Commons Committee.*

The meeting commenced at 20.00

1. Apologies for absence – Cllrs Mortlock and Stebbings and PCSO Faulkner.

2. Chairman's opening remarks

Cllr Burn welcomed Councillors to the meeting.

3. Councillors' Declarations of Interest

None. Councillors were reminded of the requirement for them to individually update their Register of Interests as appropriate.

4. Approval of minutes of meeting of 6 May 2014

The minutes of the meeting of 6 May 2014 were unanimously agreed and were duly signed by the Chairman.

5. Matters arising from minutes of meeting of 6 May 2014

452/9 Fuel Fund – paperwork had been completed to ascertain further details about the Barclays Account.

452/9 + 450/7 – the speed data recorder reports had now been supplied by Suffolk Police and would be circulated to Councillors. Councillors were concerned about the locations the recorders had been sited in and it was agreed further discussion was needed with Suffolk Police and County Council Highways on this matter. *Action: Cllr Garrett to contact Suffolk Police. Action: Agenda next meeting.*

453/13 Rail Embankment – a meeting would take place between AMCO, Suffolk County Council Highways and the Parish Council on Friday 11 July.

6. Procedural

a) It was unanimously agreed to adopt a Complaints Policy as previously circulated to Councillors.

b) It was unanimously agreed to adopt the revised Suffolk Code of Conduct as previously circulated to Councillors.

c) The internal audit for the year ending 31 March 2014 was noted.

7. Planning

a. The following planning application was considered:

Ref	Location	Application Details
1839/14	Pond Farm, New Road	Erection of extension to existing agricultural building for straw and farm machinery storage.
It was proposed and agreed, two votes in favour and one abstention (Cllr Burn due to his membership of the Mid Suffolk District Council Planning Committee) to recommend SUPPORT for this application.		

b) The following planning determination was noted:

Ref	Location	Application Details
1127/14	Rectory Farm, Great Green	Installation of new en-suite bathroom in an existing cupboard.
Listed Building Consent had been GRANTED.		

c) Other Planning matters:

Ref 1182/14 – Church Farm, Use of land for siting three marquees. Correspondence against this application, circulated in parts of the village, was noted by Councillors. It was also noted that no approach had been made directly to the Parish Council from any parishioners on this application.

8. The Common Committee

Signed
Date

..... Chairman.....
.....

..... Clerk

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a) A report of the Committee Meeting held on 17 June was given by Cllr Conroy. The Committee was constituted three Councillors and two members of the public and Terms of Reference had been agreed. Minutes of the meeting would follow and be appended. *Action: Cllr Conroy to finalise minutes.* Contractors had been approached about the cutting of Little Green but had expressed concern for bringing equipment to the site and, therefore, it had not been possible to find a contractor to cut Little Green for hay. Natural England had been approached about early cutting of the green as the season was advanced this year and a parishioner had then duly cut Little Green for the event held on 29 June. *Action: Commons Committee to consider next year's cut.* A letter would be sent to a parishioner to thank him for the part he played in organising the recent cutting of the Little Green. *Action: Clerk.* The capital works needed at the Marsh were also discussed at the Committee Meeting and a brief had been put together and issued to possible contractors.

b) Delegated powers - the Committee request for powers to carry out/authorise the work within the budget already agreed for the; hay cut, maintenance of event area, and capital works to the Marsh was agreed. It was also agreed that the Committee have delegated powers to action tree works, including seeking planning permissions, as appropriate, however, any expenditure would come back to full Council for approval.

9. Village Hall

A report of a meeting with the Village Hall Association on 19 May which had been circulated to Councillors and is appended to the minutes. *APPEND REPORT.*

Little Green had been used on 29 June for the Hog Roast event for which arrangements for insurance and risk assessment had been agreed between the Clerk, the Parish Council's insurers and the Village Hall Association. It was suggested a meeting to review of the event, and make early arrangements for next year, with the Village Hall Association would be useful and the Clerk would endeavour to arrange this. *Action: Clerk to contact Village Hall Association and Cllrs Burn, Conroy and Mortlock would possibly attend.*

Village Hall Car Park – it was suggested that the overgrowth around the car park would be cut back to assess the drainage that the eastern end of the car park. *Action: Cllrs Burn and Conroy.*

10. Planning Inspectorate Examination – Proposed Gas Power Station

The Preliminary examination by the Planning Inspectorate would be held on 24 July at the Park Hotel in Diss and all parties who had registered an interest were invited to attend. It was confirmed it would be a procedural meeting to confirm the process and representations would not be made at the meeting. Councillors were asked to confirm if they would like to attend on 24 July to the Clerk who would then liaise with the Planning Inspectorate as per the instruction in the invitation letter. The local Parish/Town Councils had begun to discuss a joint approach to making representations and a meeting had been held on 26 June in Eye Town Hall.

Councillors considered and it was unanimously agreed to form a working party of Councillors Conroy and Burn with delegated authority on all matters related to the preparation, submission and presentation of the final representation of the Parish Council (as per the previously submitted relevant statement in support of the application to be registered as an interested party) either individually, or collectively with other parishes, to the Planning Inspectorate.

11. Communication with Parishioners

The Parish Council already held a list of email addresses, which parishioners had consented to receiving agendas for meetings and other information from the Parish Council. The agenda for the September meeting would be sent to this list of parishioners with a question to confirm they were still interested in receiving the emails. The quarterly Parish Council newsletter would continue.

12. Correspondence

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

Date received	From	Subject
06.05.14	Mid Suffolk District Council	Parish Liaison Meeting
06.05.14	Suffolk Association of Local Councils	Mid Suffolk North area meeting
19.05.14	Parishioner	Cutting of Little Green
	Village Hall Association	Hog Roast and Tractor Rally
03.06.14	Mid Suffolk District Council	Community Infrastructure Levy (CIL) and Preliminary Draft Charging Schedule, Public Consultation and the Rural Housing Policy and Core Strategy Policy CS11 Draft Supplementary Planning Document (SPD)

Signed _____ Chairman..... Clerk
 Date _____

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16.06.14	Health Watch Suffolk	Community Engagement Activity 7 July 2014
18.06.14	Mid Suffolk District Council	Armed Forces Fly the Flag Day
19.06.14	Suffolk Association of Local Councils	Governance and Accountability Guide
24.06.14	Mid Suffolk District Council	Lights out – WW1 commemoration 4 August

An additional piece of correspondence had been received from Brome and Oakley Parish Council regarding the volume and speed of traffic using the U5402/01 through Thrandeston. Councillors had sympathy with the concerns of Brome and Oakley and agreed to support any comments submitted to both Suffolk Police and Suffolk County Council Highways. *Action: Clerk*

13. Consultations

- a) Suffolk County Council – Suffolk Advisory Parking Standards (policy advice and advisory levels of parking for new development) consultation was noted.
- b) Mid Suffolk District Council – Community Infrastructure Levy (CIL) and Preliminary Draft Charging Schedule was noted.

14. Finance

- a) The current financial statement, including a spend against budget report, was presented to Councillors and is appended to the minutes. *APPEND REPORT.*
- b) The following payments were considered:

Amount	Payee	Details	Cheque No	Power
£108.00	Philip Freeman Clerking Services	Transfer of Parish Council documents		
£82.80	Philip Freeman Clerking Services	Dealing with emails and phone calls, postage and collection of documents		
The above two payments were considered under item 17 of the agenda. It was unanimously agreed to make the following three payments.				
£98.40	Suffolk Association of Local Councils	Internal audit year end 31 March 2014	100408	LGA 1972 s111(1)
£24.63	Sarah Foote	Clerk's expenses 1 March – 30 April 2014	100409	LGA 1972 s111(1)
£60.00	Thrandeston Hall Association	Meeting hall hire (six meetings)	100410	LGA 1972 s134

15. Urgent Matters

None.

16. Date of next meeting and agenda items – Monday 15 September 2014.

17. Pursuant to the Public Bodies (Admission to Meetings) Act 1960 at 22.05 the meeting was closed to the public and press to discuss confidential employment matters. It was agreed to pay invoices submitted by the former Clerk, for work undertaken after the termination of his employment, at the rate of pay as per his former contract of employment with the Parish Council, less any HMRC contributions.

Signed
Date

[Signature]

Chairman.....

[Signature]

..... Clerk