**Minutes of the Meeting of Thrandeston Parish Council held on Wednesday 22nd September 2021 in Thrandeston Village Hall.**

# Present:

Councillors Andrew Colchester, Anthony Ronchetti, David Rose, Colin Swinbourne and Alison Murton.

District Councillor David Burn

Philip Freeman - Parish Clerk.

Two members of the public.

1. Apologies for Absence.
   * + County Councillor Jessica Fleming
2. Chairman's Opening Remarks
   * + The Chairman welcomed everyone to the meeting and thanked them for attending the meeting which had been rearranged from earlier in the month.
3. To receive any declarations of pecuniary and non-pecuniary interests from members on any agenda item. To consider any requests for dispensations.
   * + None.
4. Minutes of the previous meeting.
   * + The minutes of the previous meetings were agreed as a true record and were signed by the Chairman, proposed by Councill Colchester and seconded by Councillor Swinbourne.
5. Matters arising from the minutes:

**Action Points:**

* The Clerk will report the posts for the footpath signposts need replacing. Cllr Colchester offered to erect the new posts, if necessary. **Action: The Clerk.** Completed but there has been no response and the Clerk will follow it up again.
* The Clerk will contact the Rural Payments Agency about clearing the area between the two rail bridges to plant wildflowers and obtain advice from the RPA on the areas which could not be cut for hay on Little Green **Action: The Clerk.** Completed and it is necessary to remove any vegetation that has been cut to be within the agreement. It was agreed that the Clerk should approach Mr Cotter to cut and clear the area
* Councillor Burn will send a link to the new version of the planning legislation. Completed.
* The Clerk will check the Diss Neighbourhood Plan for any implications for Thrandeston **Action: The Clerk.** Completed.
* Volunteer for the Community Liaison Group for Progress Power. Nothing to report.
* Report blue/green algae on the pond on Little Green to the Environment Agency. **Action: The Clerk.** Nothing to report.
* Highways problems: **Action: The Clerk.** 
  + Exit from BP/Marks & Spencer Filling Station. Councillor Burn is waiting for clarification of the planning permission to see if there was a condition about the grass verge by the exit.
  + The danger of turning right from the Thrandeston Road onto the A140. Councillor Fleming had sent responses from Mr Wilkinson Transport Scheme Delivery Manager. It was agreed that the response was unsatisfactory and in particular the reference to the Thrandeston junction on the A140 which had been raised several times with Highways at the time when the plans for the new roundabout were discussed. In addition, it was raised during a Parish Council meeting which was attended by representatives of Highways.
  + Grass verges not cut properly at the junction of the road from Palgrave with the A140.
  + Accidents on the A140 adjacent to Goswold Hall. The claim from Highways is that these were due to driver error.

1. Notification of any urgent business.

* None.

Meeting closed at 7:45 p.m.

**Public Forum.**

Report from Councillor Jessica Fleming, Hartismere Division, Suffolk

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**Suffolk and COP26 -** Events are planned across Suffolk in the lead up to COP26 as part of the Greenest County campaign and aspiration to achieve net zero by 2030. For instance:

* 12 October – Ten Steps to Net Zero (Suffolk Chamber of Commerce)
* 21-22 October – Local Energy Showcase (Babergh and Mid Suffolk District Council)
* 12 November – Greenest County Awards (Suffolk County Council)
* 23-25 November – Low Carbon Homes

All events are subject to change, visit [www.greensuffolk.org](http://www.greensuffolk.org) for the latest details and information

**Boundary Commission Changes** - Boundary Commission has published its final recommendations and consultation for changes to Suffolk electoral boundaries for the 2025 elections: Under these proposed arrangements county councillor numbers would reduce from 75 to 70 and there would be closer numeric equivalence in representation. No changes are proposed for the Hartismere Division. <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>.

**Norfolk & Suffolk Coast & Estuary Conference –** takes place on 7th October (virtual medium). The programme will be a mix of 'live' and on demand events with an exhibition area and career's fair to highlight opportunities to students considering a career in flood and coastal change management. <https://www.coasteast.org.uk/norfolk-suffolk-coast-estuary-conference>

**Locality Budgets** – The County Council locality scheme is now open again for applications. Please get in touch if any local projects need financial support.

**Women’s Bike Tour Reminder -** The 6th and final stage of the tour runs from Haverhill to Felixstowe via Stowmarket on 9th October, it will be the first time since 2014 that Suffolk has hosted the final stage. The full route can be found here: [The Women's Tour | Stage Six (womenstour.co.uk)](https://www.womenstour.co.uk/stages/stage-6/)

**Covid-19 Update** – SCC bulletins are available on [via the Suffolk County Council website](https://www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/suffolk-coronawatch-bulletin/). For updates on the vaccine rollout refer to [SNEE NHS COVID-19 Vaccination Service website](https://sneevaccine.org.uk/)

Report from District Councillor David Burn:

**Afghan refugees**On 18 August the Government announced its new resettlement scheme for Afghan refugees. Local authorities everywhere will need to step up and support this national effort.

You can [read our statement in full here](https://www.midsuffolk.gov.uk/news/statement-regarding-afghan-refugees/) and a [Suffolk County Council webpage](https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/supporting-afghan-refugees/) has been created to guide anyone who would like to offer help.

**Valley Ridge (formerly SnOasis)**

Mid Suffolk District Council is calling on the Government to determine the fate of Valley Ridge, the proposed £500m tourist resort near Great Blakenham, by ruling on the future of a nearby landfill site. The council is asking Communities and Local Government Minister Robert Jenrick to intervene, saying ‘the stakes are too high for a decision to be taken at a local level’. A planning application has been submitted to SCC to extend the lifespan of the neighbouring Masons Landfill site beyond its scheduled closure in 2022. But permission would effectively scupper plans for Valley Ridge a 'premium staycation resort offering all year winter and water sports', potentially costing the region millions in lost revenue and jobs.

[Find out more](https://www.midsuffolk.gov.uk/news/mid-suffolk-calls-for-secretary-of-state-to-step-into-snoasis-debate/)

**Babergh and Mid Suffolk join calls for devolution talks with Government**

In August, together with other public sector leaders in Suffolk, we wrote to the Secretary of State responsible for local government to say we welcome early discussions with Ministers about a possible devolution deal for the county.

[Find out more](https://www.midsuffolk.gov.uk/news/babergh-and-mid-suffolk-join-calls-for-devolution-talks-with-government/)

**The Councils’ vehicle fleet is switching to low-carbon HVO**

Last week, the Councils’ waste fleet began its transfer from traditional diesel fuel to hydrotreated vegetable oil (HVO). We are the first rural UK councils to do so. Our 35 waste lorries are the first to change over and will be followed by the smaller public realm and housing services vehicles. The move will slash the fleet’s carbon emissions by up to 90%. Up to now the fleet has been responsible for 26% of the councils' total CO2 emissions, approximately 880 tonnes per year – which will now reduce immediately. The new fuel will cost 10-15% more than using conventional diesel. However, by using HVO, lower maintenance costs and longer engine life for the vehicles are expected.

* The Clerk gave an update about the planned work by Drax to build a substation which will involve access across the hard stand which is currently used by Kier for the storage of materials to repair roads.
* In response to a question Councillor Burn gave an update on the planning permission for the land next to Kiln Farm and Mid Suffolk District Council is increasing the level of enforcement.
* Cranswick Processing Plant: there has been a report to Environmental Health about smells from the plant but there have also been complaints from residents in Thrandeston about noise at night from the direction of the factory which has been reported on a few occasions.
* Concern was expressed about the new sign by the gate to the Marsh which could obstruct hedge cutting work.

Meeting reopened at 8.00 p.m.

1. Correspondence received.

* Various documents from SALC.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department of Suffolk County Council.
* Constables’ Country
* Suffolk View.
* Cranswick Foods Update.
* COVID-19
* Diss and District Neighbourhood Plan

1. Report from Committees:
   1. Village Hall Committee:

* The Chairman reported that a further quotation for work on the Village Hall ceiling and to renew the lighting system has been received.
* Two grants which total £18,000 have been received from Mid Suffolk District Council
* The work on the Hall will be carried out in November 2021.
* in response to a question the Chairman pointed out that the work has already been considered under Building Regulations.
* There will be new electric heating panels.

1. The Common
   1. Report from the Commons Co-ordinator.

* The hedge by the Marsh may have to be cut if it causes problems and if necessary, Councillor Colchester will obtain quotations for the work. It was agreed that trees within the hedge will need to be marked to ensure that you are not cut down.
* There is a new Government scheme which will replace the current one which applies to the Marsh: Environmental Land Management which will affect all such agreements and there may be various options available.
* The cattle are still on the marsh and at present the area is very dry.
  1. Transfer of the remaining one fifth of the pond in front of Bramley House on Little Green, to the owner of the property. Update.
* Nothing to report.
  1. Email from Mr and Mrs Rickard about access across the Common to their property. Update.
* Nothing to report.

1. Procedural. (Attachments)
   1. Review of the Asset Register.
   2. Review of the Standing Orders
   3. Review of the Terms of Reference for Committees
   4. Review of the Financial Regulations
   5. Review of the Statement of Internal Control.
   6. Review of the Council’s Risk Assessments.

* The documents listed above, which were unchanged from 2020, were approved.

1. Clerk’s Contract.

* The new contract for the Clerk and the associated policies had been sent to Councillors and were agreed.

1. Highway matters:
   1. Quiet Lanes

* Nothing to report.
  1. Accidents on the A140 close to the entrance to Goswold Hall.
* See under the Public Forum section.

1. Finances and financial report.
   1. Balances on Accounts 30th July 2021.
      1. Current account: £8,616.69
      * The bank balances were noted.
   2. Financial report and bank reconciliation.

* Detailed accounts had been given to Councillors, which recorded all items of income and expenditure, and compared them to the budget. The spreadsheet also showed both as a percentage of the budget.
* The accounts were to the date of this meeting.
* There were no questions from Councillors.
  1. Annual Audit Report

the annual audit report had been sent to Councillors and a response had been prepared by the Clerk. See below:

# Response to the Internal Audit Report for Thrandeston Parish Council – 2020/2021

**Transparency**

Under the **Transparency code for smaller authorities**,smaller councils with income/expenditure under £25,000 should publish on their website from 1 April 2015:

b) annual governance statement (By 1 July)

*2020 Annual Return, Section One Published – Yes but not signed*

c) end of year accounts (By 1 July)

*2020 Annual Return, Section Two Published – Yes but not signed*

d) internal audit report (By 1 July)

*2020 Annual Return, Internal Audit Published – No*

*The Council have met the requirements of the Transparency Code for smaller councils.*

***Recommendation:*** *To ensure that the required documents published on the website are signed copies.*

***Recommendation:*** *To publish the 2021 Asset Register on the website.*

Under **The Local Audit (Smaller Authorities) Regulations 2015 9(6 & 7)** a smaller council having certified itself as an Exempt Authority must publish on their website:

Certificate of Exemption

*Certificate of Exemption Published - Yes but not signed.*

Under **The Accounts & Audit Regulations 2015 15(2b)** councils must publish on their website:

Notice of period for the exercise of public rights

*Published – No*

Period of Exercise of Public Rights

Start Date n/k End Date n/k

**Recommendation:** To publish the Notice of Exercise of Public Rights on the website.

**Response from the Parish Council:**

* b) and c) It was an oversight that unsigned copies were published on the website.
* The internal audit report (By 1 July): *2020 Annual Return, Internal Audit was published on the website.*
* The latest version of the Asset Register was published on the website.
* The Notice of Exercise of Public Rights was not published due to the restrictions caused by the pandemic, since in normal times the Clerk posts this notice on the notice boards in the village. No notices were published on the notice boards until the restrictions and risks involved allowed it.
* The notice was published in 2021.
  1. Asset Register
* The Asset Register was approved.
  1. To authorise cheques for signature:

N.B. Cheque signatories to initial cheque stub and invoice.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses. |  | £272.96 | LGA 1972 S112 |
| HMRC | PAYE |  | £63.80 | LGA 1972 S112 |
| MB Farm Services | Cutting village green, baled up and carted away |  | £540.00 | LGA 1972 s111 |
| Heelis and Lodge | Annual Audit |  | £95.00 | LGA 1972 s111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Murton and seconded by Councillor Colchester.
  1. Requests for financial support: None.
  2. Receipts: MSDC Precept: £1,2500.00.

1. Progress Power (Gas Fired Power Station) – invitation to join Community Liaison Group.

* Nothing to report.

1. Planning:
   1. Applications: None.
      1. Application for Planning Permission - DC/21/04099

Proposal: Planning Application. Erection of a storage and distribution warehouse

Location: Land at Eye Airfield, Eye, Suffolk, IP23 7HU

* It was agreed that the Parish Council would make no comment.
  + 1. Application for Planning Permission - DC/21/04697

Proposal: Planning Application. Erection of new storage building No.10 for B8 use

Location: Land on Eye Airfield, Ipswich Road, Eye, Suffolk

* It was agreed that the Parish Council would make no comment.
* The Clerk will invite Mr Shaw from The Grange Solar Farm to the next meeting to speak about the solar farm between Palgrave and Wortham. **Action: The Clerk.**
  1. Applications – no decisions to date:
     1. Application for Planning Permission - DC/21/01973

Proposal: Full Planning Application - Change of Use of land for the stationing of 15 holiday lodges

Location: Oak Lodge Retreat, Nicks Lane, Brome and Oakley, Suffolk IP23 8AN

* + 1. Statutory consultation on proposals for Sunnica Energy Farm.
  1. Planning decisions:
     1. Approved: None.
     2. Refused: None.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on Tuesday 2nd November 2021.

* Concern was expressed about vehicles exceeding the speed limit as they drive through Thrandeston.

Meeting closed at 8:30 p.m.