**Contributed to the meeting:**

Councillors Andrew Colchester, David Rose, Jerry Cotter, Tony Ronchetti and Alison Murton.

Philip Freeman – Parish Clerk.

**Minutes of the Meeting of Thrandeston Parish Council held on Wednesday 25th March 2020 by email.**

1. Apologies for Absence.
* None.
1. Chairman’s Opening Remarks
* In these unprecedented times it is heartening to see our community working together helping each other. The Parish Council wishes to thank everyone in the Parish.
1. To receive any declarations of pecuniary and non-pecuniary interests from members on any agenda item. To consider any requests for dispensations.
* None.

1. Minutes of the previous meeting held on 7th January 2020. (Attached)
* The minutes of the previous meeting were agreed as a true record.
1. Matters arising from the minutes:

**Action Points:**

* Remove gate at entrance to the village pump. The gate and pump were cleared by Sue Rose.
* Grazing of Little Green: **Cllr Colchester.** See below.
1. Notification of any urgent business.
* None.

**Public Forum.**

* No members of the public were able to contribute because of the nature of this meeting.
1. Correspondence received.
* Various documents from SALC.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Constables’ Country
* Suffolk View.
* Cranswick Foods Update.
* Safer Neighbourhood Team Meeting.
* Coronavirus: Public Information.
* Update from RPA.
* Spring Clean Suffolk – 2020.
* Parking Enforcement
* PCC asks for your view on his Precept Proposal.
* Community Governance Review.
* ESNEFT Governor at 8 September meeting.
* Orthopaedic Centre Consultation
* One Suffolk
* Suffolk CC Funded School Travel for 2020/2021
1. The Common
	1. Report from the Commons Co-ordinator.
* Nothing to report.
	1. Grazing or cutting of Little Green.

Phone call from Ms Kim Pearce from Natural England, the main points:

* It is inappropriate to graze horses on Little Green.
* The use of an electric fence of Little Green should be discouraged.
* Sheep are preferred for grazing.
* For two years out of three Little Green may be cut after the 1st June but in the third year it will have to be after 15th July.
* If there is any fire risk because Little Green has not been cut and the grass is very dry, then the areas near houses may be cut.
* It is part of the agreement to cut the area for hay and to remove the cut grass.

The Clerk will seek further clarification on this. **Action: The Clerk.**

* 1. Metal detecting on Little Green.
* In the context of the agreement with Natural England it is inappropriate for there to be metal detecting activity on Little Green as it could lead to areas being dug up.
	1. Environmental Stewardship Claim Form.
* The Clerk has received the claim form for this year, and it will be completed, and Councillor Colchester will check it.
1. Financial Support for Thrandeston Village Hall.
* This will be considered at the next meeting.
1. Highway matters:
	1. Cutting of grass verges.
* The grass verges are due to be cut in the Parish of Thrandeston in the week of 22nd June 2020.
1. Finances and financial report.
	1. Balances on Accounts 30th January 2020.
		1. Current account: £10,466.33
* The balances were noted.
	1. 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 and included a bank reconciliation.
* There were no questions from Councillors.
	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 | 100617 | £241.72 | LGA 1972 S112 |
| HMRC | PAYE | 100619 | £55.73 | LGA 1972 S112 |
| ICO | Data Protection Fee | 100620 | £40.00 | LGA 1972 s111 |
| Andrew Deptford | Defibrillator | 100621 | £1,824.00 | 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: Suffolk Neighbourhood Watch Association
	2. Receipts: none.
	3. Register of Assets
* The updated register of assets was noted.
1. COVID-19 – Supporting the Community.
* The risk assessment and notice to be sent to local people had been sent to Councillors and following advice from the Parish Council’s insurance company the Clerk had made some changes to the risk assessment. They were agreed.
* The notices will be delivered to people living in the Parish and the risk assessments will be emailed to volunteers. **Action: The Clerk.**
1. Planning:
	1. Applications: None.
	2. Applications – no decisions to date:
		1. Various Applications for Progress Power Station listed previously.
		2. Application DC/19/00667

Proposal: Full Planning Application - direction of 2NO. B8 storage buildings and link extension between buildings 6 and 7.

Location: land on Eye Airfield, Ipswich Road, Eye.

* + 1. Application DC/19/00108

Proposal: Full Planning Application - erection of factory with an adjoining two-storey production office, warehouse extension, a loading dock building, material stockpile and two-storey administration office building. Provision of 9no. caravans for temporary accommodation for seasonal staff. Creation of vehicular access.

Location: Chestnuts Farm, Langton Green, Eye.

* + 1. Application for Listed Building Consent - Dc/19/05012

Proposal: Application for Listed Building Consent - Replacement of Windows

Location: The Cottages, Mellis Road, Thrandeston, Diss Suffolk IP21 4BU

* 1. Planning decisions:
		1. Approved:
			+ Application for Planning Permission **-** DC/20/00352

Proposal: Householder Planning Application - Erection of front single storey extension (following demolition of existing garage) formation of new doorway, external and internal works as per schedule of works.

Location:Styles Piece, Little Green, Thrandeston, Diss Suffolk IP21 4BX

* + - * Application for Listed Building Consent - DC/20/00353

Proposal:Listed Building Consent - Erection of front single storey extension (following demolition of existing garage) formation of new doorway, external and internal works as per schedule of works.

Location:Styles Piece, Little Green, Thrandeston, Diss Suffolk IP21 4BX

* + 1. Refused: None.
		2. Discharge of Conditions: None.
		3. Withdrawn: None.
1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on Tuesday 28th April 2020 and Annual Parish Meeting.
	* + - None.