**Minutes of the Meeting of Thrandeston Parish Council held on Tuesday 28th April 2020.**

**Present:**

Councillors Tony Ronchetti, David Rose and Alison Murton.

Philip Freeman – Parish Clerk.

No members of the public.

1. Election of Officers:
	1. To elect a Chairman of the Council
* The Clerk took the chair for this item.
* Councillor Murton was elected as Chairman of the Council, proposed by Councillor Ronchetti. and seconded by Councillor Rose.
	1. To receive the Chairman’s declaration of acceptance of office or, if not then received, to decide when it shall be received.
* The Chairman’s declaration of acceptance of office was completed.
1. To elect a Vice-Chairman of the Council.
* Councillor Rose was elected as Vice-Chairman of the Council, proposed by Councillor Murton and seconded by Councillor Ronchetti.
1. Apologies for Absence.
* Councillor Cotter, Councillor Colchester, District Councillor David Burn and County Councillor Jessica Fleming
1. Chairman’s Opening Remarks
* The Chairman welcomed everyone to the meeting,
1. To receive any declarations of pecuniary and non-pecuniary interests from members on any agenda item. To consider any requests for dispensations.
* Councillor Murton in item 11.
1. Minutes of the previous meeting held on 25th March 2020.
* The minutes of the last meeting were agreed as a true record and were signed by the Chairman.
1. Matters arising from the minutes:

**Action Points:**

* The Clerk will seek further clarification on the agreement with Natural England about grazing on Little Green. **Action: The Clerk.** Completed. The agreement has three more years to run
* The notices about the support available for vulnerable people will be delivered to people living in the Parish and the risk assessments will be emailed to volunteers. **Action: The Clerk.** Completed. There have been a few requests for help under this scheme.
1. Notification of any urgent business.

**Public Forum.**

**Report from Councillor David Burn:**

* Subject to Cabinet approval later this week, garden waste collections will resume in w.c. 11 May
* I can now receive applications for this year’s Locality Award (application form attached)
* Another reminder about the Emerging Needs Grant to help your council and other qualifying organisations in your parish cover the cost of community support effort in response to the coronavirus crisis (application form attached)
* I have been notified that Thrandeston Village Hall Association may be eligible for a Covid-19 Business Support Grant; I would be grateful if you would make sure that a representative is made aware of this if they have not already been contacted by MSDC. Please see <https://www.babergh.gov.uk/business/business-rates/grant-funding-schemes/> for more details

Report from Councillor Jessica Fleming, Hartismere Division, Suffolk

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**County Council and Covid-19 -** Suffolk County Council is resuming some public meetings using virtual interfaces, the first is Scrutiny on 12th May where we will consider the performance of rail services in Suffolk. Please note that, due to the current situation with Covid-19 arrangements for public participation in meetings are different, questions may be submitted through prior arrangement and meetings may be watched via live streaming. Please contact the Business Manager (Democratic Services) on 01473 260855 for further information.

Home but not Alone Phoneline: 0800-876-6926

Please note the current link for [Financial support for businesses during coronavirus (COVID-19)](https://www.gov.uk/government/collections/financial-support-for-businesses-during-coronavirus-covid-19?utm_source=52690430-8716-4605-a92f-5c4f43b9c00e&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate#history)

**Microsoft Teams webinar:** On Thurs 30th April at 11.00am Community Action Suffolk are hosting a webinar to demonstrate use of the Microsoft Teams platform. This webinar will be delivered by Greenshoots Learning for CAS and is free of charge. For more information [click here](https://www.communityactionsuffolk.org.uk/event/webinar-using-microsoft-teams-and-live-events/)

Covid related Support is available from <https://www.communityactionsuffolk.org.uk/>

**Highways England Works on A14 between J50 and J52 (Claydon to Stowmarket) –** Resurfacing is planned starting on May 11th for 12 weeks, mostly at night, various restrictions will be in place.

**A140 Roundabouts -** Interserve Construction Ltd has been appointed as the main contractor.

Tree clearance was completed at the end of February 2020. Archaeological works began on 20th April at the northern roundabout and should take approximately 4 weeks. All works are currently being carried out adhering to social distancing guidelines for COVID19.

**Reminder -School Transport Opt-in** – Eligible students/ parents need to opt in to receive Council Funded School Travel for 2020/2021, the deadline is 31st May 2020. Please refer to [www.suffolkonboard.com/optin](http://www.suffolkonboard.com/optin)  or <https://www.suffolkonboard.com/school-travel>

* There were no questions on the reports.
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
1. The Common
	1. Report from the Commons Co-ordinator.
* There was nothing to report.
	1. Grazing or cutting of Little Green.
* See above.
1. Financial Support for Thrandeston Village Hall.
* See above under Councillor Burn’s report.
* This item will be kept on the agenda for discussion at future meetings.
* There will be no Hog Roast this year.
* The Chairman reported that she had sent photographs and ideas from the discussions with Mid Suffolk District Council to the architect but so far there had been no response.
* The Village Hall Committee has approximately £6,000 which it can put towards the cost of the work.
* A bid could be made for a grant from the Community Infrastructure Levy to improve the acoustics.
* It would be helpful if the Parish Council and the Village Hall Committee were linked formally.
1. COVID-19 measures and impact on our village events.
* See above.
1. Highway matters:
	1. Patching of Mellis Road.
* The potholes have been patched and this time the quality of the work was good.
1. Finances and financial report.
	1. Balances on Accounts 30th March 2020.
		1. Current account: £8,234.88
* Councillors noted the current balance in the bank account.
	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 end of the 2019/2020 financial year and included a bank reconciliation.
* There were no questions from Councillors.
	1. Annual Accounts
* The Annual Accounts had been sent to Councillors and were agreed. The appropriate forms will be completed before the next meeting.
* Some of the carry forward could be used to help with the work on the Village Hall.
	1. COVID-19 Emerging Needs Grant
* The Chairman will complete the application form for the grant.
	1. To authorise cheques for signature:

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

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| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses |  | £241.72 | LGA 1972 S112 |
| HMRC | PAYE |  | £55.73 | LGA 1972 S112 |
| SALC | Subscription |  | £138.40 | LGA 1972 s111 |
| Providex Electrical LTD | Electrical work to install the defibrillator |  | £394.20 | LGA 1972 s111 |

* It was agreed to pay the invoices listed above, proposed by Councillor Ronchetti and seconded by Councillor Rose.
	1. Requests for financial support: none.
	2. Receipts: none.
1. Planning:
	1. Applications:
		1. Application for Advertisement Consent - DC/20/01109

Proposal: Application for consent to display advertisements - New Renault Trucks brand signage to replace the current ones

Location: A140 Norwich-Ipswich Road, Brome and Oakley, Suffolk, IP23 8AW.

* It was agreed that the Parish Council would make no comment.
	1. 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: None.
		2. Refused: None.
		3. Discharge of Conditions: None.
		4. 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 30 June 2020 and Annual Parish Meeting.
* It was noted that it is likely that the next meeting will also take place by video conferencing.

Meeting closed at 8:15 p.m.