

THORNDON PARISH COUNCIL ANNUAL MEETING
Minutes of Meeting held at Thorndon Village Hall on 3 May 2012

Present: Cllr Bartlett, Cllr Cattermole, Cllr Faulkner, Cllr Horton and Cllr Le Gros (Vice Chairman) Cllr Ravenhill (Chairman), Cllr Taylor and Cllr Theobald

Also present: Mrs A Thompson (Clerk), Mr M Sillett, Mrs C Owen, Mrs C Aldous and Mr C Brand

Meeting Opened 20.03

Election of Officers : The existing Chairman, (Cllr Ravenhill) Vice Chairman (Cllr LeGros) & RFO (Clerk) were proposed, seconded & re- elected.

1. Apologies for absence and declarations of interest:

Apologies for absence: Cllr Botwright

Declarations of interest: None

2. Open Meeting to Public – 20.05

The Chairman asked members of the public to detail which particular agenda item, if any, they had an interest in. No interests were specified.

Meeting closed to Public – 20.06

3. Approval of the minutes of the meetings of Thorndon Parish Council held on 5 April 2012

The minutes from the meeting held on 5 April were agreed as an accurate record and signed by the Chairman.

4. Action Points/matters arising from those minutes

Summary of Action Points from Last Meeting		
05.01.12 - 01	Preparation of questionnaire for the Village Life	KF c/fwd
02.02.12 - 01	Obtain quotations for Play Area replacement parts	KF c/fwd
02.02.12 - 02	Obtain prices for commemorative mugs/other memorabilia for the Queen's Diamond Jubilee	AT c/fwd
05.04.12 - 01	Obtain more information regarding the Black Horse repairs to the car park	Complete
05.04.12 - 02	Consider bi-monthly meetings of the Parish Council	Complete
05.04.12 - 03	Ask whether Andrew Stringer's 'Quality of Life' budget could contribute towards road markings near Roger Jones farm on the B1077	PB c/fwd

05.01.12 – 01 Cllr Faulkner confirmed that he had received 10 replies in total to the questionnaire. He will report on the feedback at the next meeting.

02.02.12 – 01 Quotations are still awaited.

02.02.12 – 02 The information collated by the Clerk was circulated between Councillors but has gone missing. The Clerk will email the pamphlets to the Chairman for circulation between the Councillors.

05.04.12 – 01 It was confirmed that the issue of the car park had been resolved without the need to request a contribution from the Parish Council.

05.04.12 – 02 It was agreed (7:1) to trial bi-monthly meetings of the Parish Council for 6 months and to review the issue in November.

05.04.12 – 03 Cllr Bartlett has been unable to discuss this matter with Cllr Stringer.

Meeting opened to Public 20.35

5. Reports

5.1 County Councillor's Report: Cllr Stringer was not present at the meeting but sent his report, a copy of which is attached.

5.2 District Councillor's Report: Cllr Tilbury was not present at the meeting and no report was received.

5.3 Police Report: No representative from the Police was present at the meeting but they sent a report, a copy of which is attached.

Meeting closed to Public 20.40

6. Planning

6.1 Planning Applications: None

6.2 Approvals:

6.2.1 0612.12 Permission has been granted for the erection of a two-storey detached dwelling following the demolition of part of the existing Post Office at The Street Thorndon.

6.3 Refusals: None

6.4 Listed Building Consent: None received

7. Clerks Report

7.1 Financial Update: The current balance is £12,288.83 which includes the Play Area account in the sum of £4,424.20.

7.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
03.05.12	Thorndon Village Hall	Hire of Hall	72.00		72.00	Agreed	000275 (12/13 - 05)
03.05.12	SALC	Annual Subscription	269.00		269.00	Agreed	000276 (12/13 - 06)
03.05.12	HMRC	PAYE	50.60		50.60	Agreed	000277 (12/13 - 07)
03.05.12	Mrs A J Thompson	Salary Month 1	202.50		202.50	Agreed	000278 (12/13 - 08)
03.05.12	MSDC	Dog & Litter Bin Emptying Service	120.00	24.00	144.00	Agreed	000279 (12/13 - 09)
		TOTAL	£714.10	£24.00	£738.10		

7.3 The Annual Audit is now due, and the return has been completed. The Clerk identified the differences at Section 1 and the Parish Council confirmed the annual governance statements at section 2. As regards an internal auditor, it was agreed that in the light of the problems encountered last year, an alternative auditor was required. The Clerk confirmed that, having spoken to the external auditor, another Parish Clerk/retired Bank Manager would qualify as an internal auditor. In the first instance the Clerk will speak to the Parish Clerk at Occold to see if she would be willing to audit the accounts and if so, on what terms.

8. AOB and Meeting opened to the Public 20.50

8.1 Cllr Bartlett reported on the position concerning the re-painting of the white lines outside Kerrison. John Simpson of Suffolk County Council has written to advise that after preparing the order to replace the missing centre lines through Thorndon near the Kerrison centre he was concerned about the available road width along this stretch. He states that 'Chapter 5 of the Traffic Signs Manual states that 'On rural roads below 5.5m in width, over running of the carriageway edge can occur if centre line markings are provided, causing maintenance problems. Drivers might also expect a road marked with a centre line to be wide enough for opposing lanes of traffic to pass. In these circumstances the centre line should be omitted, but it would be helpful if edge of carriageway markings is then used.' Mr Simpson's view is that carriageway markings would not be appropriate in this instance as the road is less than 5.5m in width. Cllr Bartlett will raise the issue with Cllr Stringer at the next meeting.

8.2 Cllr Bartlett confirmed that since the last meeting he has not heard further from Mrs Wilson. He will now speak to Col Lee about the provision of signage on the set-aside land setting out concerning dog fouling. **Action Point 03.05.12 - 01**

8.3 The hedges belonging to F A Edwards on Thwaite Road are overgrown once again. The Clerk is to write to them requiring that the hedges are cut back within 14 days in default of which the Parish Council will ask Suffolk County Council to execute the works, the cost of which will be payable by F A Edwards.

8.4 Mr Brand delivered his report on behalf of neighbourhood watch.

Meeting closed to the Public 21.06

9. Next meeting date was confirmed as – Thursday 5 July, 2012, 8.00pm.

MEETING CLOSED 21.08

Summary of Action Points for Next Meeting		
05.01.12 - 01	Preparation of questionnaire for the Village Life	KF c/fwd
02.02.12 - 01	Obtain quotations for Play Area replacement parts	KF c/fwd
02.02.12 - 02	Obtain prices for commemorative mugs/other memorabilia for the Queen's Diamond Jubilee	AT c/fwd
05.04.12 - 03	Ask whether Andrew Stringer's 'Quality of Life' budget could contribute towards road markings near Roger Jones farm on the B1077	PB
03.05.12 - 01	Col Lee to be asked about the provision of signage for dog walkers on the set-aside land	PB