

THORNDON PARISH COUNCIL MEETING

Minutes of Meeting held at Thorndon Village Hall on 3 October 2013

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

Also present: Mrs A Thompson (Clerk), Mr C Tilbury, Mr M Sillett, Mrs C Aldous, Mr M Bush and Mr C Beech

Meeting Opened 20.04

Cllr Ravenhill confirmed that Phil Tucker had resigned from the Parish Council, and thanked him for his contribution during his tenure, particularly in connection with the Play Area. Cllr Ravenhill confirmed that the process to fill the Councillor vacancy had started.

1. Apologies for absence and declarations of interest:

Apologies for absence: Cllr Hayward

Declarations of pecuniary and non-pecuniary interests: None

2. Open Meeting to Public – 20.08

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 – 20.09

3. Approval of the minutes of the meeting of Thorndon Parish Council held on 5 September 2013

The minutes from the meeting held on 5 September 2013 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		
06.06.13 – 01	Speak to F A Edwards re the overgrown hedge on Thwaite Road	AT & MR
06.06.13 – 02	Contact Mr C Beach to suggest he attends the Parish Council meeting in September re self-build eco housing	Complete
04.07.13 – 02	Review and cost options for enforcement of speed limit in The Street	JH & PT c/fwd
05.09.13 – 01	Clarify what insurance cover there is for individuals undertaking general maintenance work around the Village	Complete
05.09.13 – 02	Retrieve roundabout from Action Play and Leisure	JH c/fwd
05.09.13 – 03	Establish whether a bus shelter is available for the Play Area	JLG
05.09.13 – 04	Procedures for appointment of contractors/placing orders	AT c/fwd

06.06.13 – 01 Cllr Ravenhill has tried to speak to Mr Edwards at his place of business without success.

04.07.13 – 02 Cllr Hayward has circulated his summary of the options for consideration to Councillors. However as Cllr Hayward is unable to attend tonight's meeting this item will be

discussed at the next meeting. Cllr Ravenhill extended thanks to Cllr Hayward for all his work on this and Cllr Cattermole advised that the Community Council might agree to contribute some money towards the enforcement measures the Parish Council ultimately decide to adopt.

05.09.13 – 01 The Clerk confirmed the terms of her telephone conversation with the insurers concerning volunteers undertaking such tasks as litter picks or footpath clearance. The insurers confirmed that the Parish Council's insurance would cover injuries to those undertaking such tasks as well as to third parties provided that all participants are issued with safety equipment and that the same is under the control and direction of the Parish Council. On the separate question of the roundabout, the insurers would prefer any repairs to be undertaken by a professional company, but that if the Parish Council decided to do the work itself, the roundabout would need to be inspected by a professional before the children were allowed to use it again.

05.09.13 – 03 Cllr Le Gros advised that the bus shelter he had identified has now disappeared. However, he is in contact with someone who could create a shelter. He will go and look at what is proposed and provide an estimate of costs for consideration.

Meeting opened to Public 20.20

Mr C Beech, Architect and Mr M Bush whose background is in the establishment and funding of social housing projects attended the meeting in order to see whether they can assist the Parish Council in looking at social housing provision in the Village. As the Parish Council do not own any suitable land for such development, there is a limit as to what it can achieve. However, in considering a possible redevelopment of the Kerrison site, the Kerrison Trust has sought input from the Parish Council which the Parish Council hopes will continue. Messrs Beech and Bush confirmed they could advise on build, building costs, compliance, training and eco energy saving. Cllrs Ravenhill and Bartlett will now revert to the Kerrison Trust and the Parish Council will also approach the Town Trust to see whether it has any suitable land which could be used for affordable housing. **Action point 03.10.13 - 01**

5. Reports

5.1 County Councillor's Report: Cllr Stringer was not present at the meeting and did not provide a report.

5.2 District Councillor's Report: Cllr Tilbury was present at the meeting and delivered his report, a copy of which is attached.

5.3 Police Report: No representative from Police was present at the meeting and no report was supplied.

Meeting closed to Public 21.20

6. Planning

6.1 Planning Applications:

- **2712.13** Erection of a side and rear 2 storey extension at Beaver Cottage Brisewell Green Thorndon. The application was supported.

6.2 Listed Planning Applications:

- **2538.13** Take out existing window and part wall; replace with framed double doors at Old Rectory, High Street, Thorndon. The application was supported.

6.3 Approvals: None

6.4 Refusals: None

6.5 Listed Building Consent: None

6.6 Other: None

7. Clerks Report

7.1 Financial Update: The current balance is £13,367.30.

7.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
05.09.13	Suffolk Acre	Insurance	670.37		670.37	Agreed	100559 (13/14 - 18)
03.10.13	Mrs A J Thompson	Salary Month 6	207.12		207.12	Agreed	100560 (13/14 - 19)
03.10.13	HMRC	PAYE	51.78		51.78	Agreed	100561 (13/14 - 20)
06.06.13	Action Play & Leisure Ltd	Play Equipment	515.00	103.00	618.00	Deferred	
		TOTAL	£929.27		£929.27		

7.3 At the last meeting a request was made for a new dog waste bin by Mr Brand. Mr Brand was not at the meeting to confirm the proposed location of such a bin and so no decision could be taken.

7.4 In response to issues raised in the Village questionnaire, cleaning of Village signs was discussed. It was felt the same did not currently require cleaning, but note was made that some signs are not as bright and distinct as they should be. Cllr Bartlett will refer this matter to the Highways Department of Suffolk County Council. **Action point 03.10.13 - 02**

8. AOB and Meeting opened to the Public 21.50

No issues were raised.

Meeting closed to the Public 21.59

9. Next meeting date was confirmed as Thursday 7 November, 2013 at 8.00pm.

MEETING CLOSED 22.00

Summary of Action Points for Next Meeting		
06.06.13 - 01	Speak to F A Edwards re the overgrown hedge on Thwaite Road	AT/MR c/fwd
04.07.13 - 02	Review and cost options for enforcement of speed limit in The Street	JH & PT c/fwd
05.09.13 - 02	Retrieve roundabout from Action Play and Leisure	JH c/fwd
05.09.13 - 03	Establish whether a bus shelter is available for the Play Area	JLG c/fwd
05.09.13 - 04	Procedures for appointment of contractors/placing orders	AT c/fwd
03.10.13 - 01	Speak to Kerrison Trust following discussion with Messrs Beech and Bush	MR/PB

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