

## THORNDON PARISH COUNCIL ANNUAL MEETING

### Minutes of Meeting held at Thorndon Village Hall on 1 May 2014

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

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

#### Meeting Opened 20.00

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

**2. Apologies for absence and declarations of interest:**

**Apologies for absence:** None

**Declarations of pecuniary interests:** None

**Declarations of non-pecuniary interests:** Cllr Hayward declared an interest in the Agenda item relating to Street Farm Ditch

**3. Open Meeting to Public – 20.02**

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

**Meeting closed to Public – 20.03**

**4. Approval of the minutes of the meeting of Thorndon Parish Council held on 3 April 2014**

The minutes from the meeting held on 3 April 2014 were agreed as an accurate record and signed by the Chairman

**5. Action Points/matters arising from those minutes**

Summary of Action Points from Last Meeting		
<b>04.07.13 – 02</b>	Review and cost options for enforcement of speed limit in The Street	Merged with <b>03.04.14 – 01</b>
<b>03.10.13 – 02</b>	Contact Highways Department re faded signs around Village	PB c/fwd
<b>02.01.14 – 01</b>	Write to the Chairman of Thorndon Town Trust to enquire whether they can make some land available for overflow parking adjacent to the Church	MR c/fwd
<b>02.01.14 – 02</b>	Request repayment of monies expended by the Parish Council in clearing Street Farm ditch in 2006	AT c/fwd
<b>03.04.13 – 01</b>	Apply for Vehicle Activated Sign	JH c/fwd
<b>03.04.13 – 02</b>	Contact the insurers re increasing the replacement value of the equipment in the Play Area	Complete
<b>03.04.13 – 03</b>	Speak to Simmonds Bus Company re repairs to the triangle on Thwaite Road	Complete
<b>03.04.13 –</b>	Write to Messrs Hammond and Wallace re Japanese Knotweed on	Complete

<b>04</b>	their land	
<b>03.04.13 – 05</b>	Write to D Neuteboom re parking of mobile shop for Headway in the Church car park when T Plus is held	Complete
<b>03.04.13 – 06</b>	Enquire as to permission granted for the creation of an opening from the overflow car park opposite the White Horse Public House onto Stoke Road	MR c/fwd
<b>03.04.13 – 07</b>	Liaise with Mr C Brand re spending of the Crime Fighter's Award	Complete

**04.07.13 – 02** and **03.04.13 – 01** Cllr Hayward has now submitted an application and has received a response. The proposed manufacturer is acceptable and Cllr Hayward is currently awaiting an appointment for the engineer to attend for a site survey.

**03.10.13 – 02** Cllr Bartlett has still not received a response from the Highways Department at Suffolk County Council nor from County Cllr A Stringer. Cllr Bartlett will continue to pursue this matter together with the Clint Road sign which has still not been repaired.

**02.01.14 – 01** Cllr Le Gros confirmed that Thorndon Town Trust has now met and discussed the letter received from Thorndon Parish Council to which a response is in the course of preparation.

**03.04.14 – 02** The Clerk confirmed that the increase in annual insurance premium, should the level of insurance cover be increased, will be as follows:

Insured Amount:	£35,000.00	Annual Premium:	£722.56	Increase:	£52.19
Insured Amount:	£50,000.00	Annual Premium:	£879.14	Increase:	£208.77

The Clerk pointed out that the insurance cover does not include Vat as this is recoverable by the Parish Council and so the figures should be viewed in this context. It was agreed to increase the insurance cover to £35,000.00 with immediate effect and the position will be reviewed prior to renewal in October.

**03.04.14 – 03** Following the last meeting Cllr Le Gros spoke to Simmonds Bus Company and Cllr Jenkins confirmed that Simmonds Bus Company has now made good the triangle on Thwaite Road although the black and white posts now need to be replaced and it was felt appropriate to install kerbing around the triangle. Cllr Jenkins will now contact the Highways Department at Suffolk County Council concerning these issues and the Clerk will write to Simmonds Bus Company to thank them. **Action Point 01.05.14 - 01**

**03.04.14 – 04** The Clerk has written to Messrs Hammond and Wallace regarding the Japanese Knotweed both of whom have contacted Cllr Ravenhill to confirm that the plants will be injected in August/September as the same die off and assuring her that they will liaise over the issue.

**03.04.14 – 05** The Clerk confirmed that the organisers of T Plus have stated that they feel it would be inappropriate to allow a Headway mobile shop to occupy the Church car park to coincide with T Plus. The Clerk will now ask Darren Hayward at The Black Horse whether he can accommodate this request. **Action Point 01.05.14 -02**

**03.04.14 – 06** Enquiries of MSDC have failed to identify a current planning application for the works to this overflow car park and the entrance onto the Stoke Road. There would seem to have been an application which was withdrawn about 18 months ago. In addition observation was made that the newly created lay-by impedes the visibility splay when vehicles are parked there. District Councillor Tilbury, present at the meeting, confirmed that he had been alerted to this issue by Stoke Ash Parish Council as well is pursuing this apparent unauthorised development and will revert to the Clerk with any information he can gather.

**03.04.14 – 07** Cllr Jenkins has met with Mr Brand who would like to use the prize money for 'Neighbourhood Watch' signs to place around the Village and for marker pens (including a UV pen) for each household in receipt of the 'Village Life' enabling them to mark valuable items. Cllr Jenkins will confirm the details to the Clerk who can then place the order.

## **Meeting opened to Public 20.35**

### **6. Reports**

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

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

**6.3 Police Report:** No representative from the Police was present at the meeting but they provided their report, a copy of which is attached.

## **Meeting closed to Public 20.40**

### **7. Street Farm Ditch**

Immediately prior to the discussion of this item, Cllr Hayward left the meeting.

This was a follow up to previous discussions concerning the repayment of monies to the Parish Council expended by it in 2006/7 to clear the ditch at Street Farm when ownership could not be proved. Recently in making an application for the development of land adjoining the ditch, ownership of the same has been established. At a site meeting with a representative of the planning department attended by representatives of the Parish Council as part of the planning application process the landowner agreed to repay the monies expended by the Parish Council in 2006/7. In discussing the sum to be repaid, it was agreed that, irrespective of the fact that the ditch clearance works necessitated works on adjoining land, the fact that the clearance was required at all emanated from Street Farm ditch and accordingly the landowner should pay the full amount expended by the Parish Council. The Clerk will now write to the landowner to confirm this decision and requesting payment.

### **8. Planning**

#### **8.1 Planning Applications:**

- **0815.14** – Erection of a shed, laying of decking and erection of fence and gates at Standwell Cottage Thwaite Road Thorndon. This application was supported.

#### **8.2 Listed Planning Applications:** None

#### **8.3 Approvals:** The following permissions have been granted:

- **0681.13** Erection of a single storey rear extension on the south east elevation at 2 Standwell Green Thorndon
- **3343.13** Change of use and works (including extension) to convert a barn into a dwellinghouse; change of use of land to serve as driveway with access of Stoke Road (revised design to that previously approved under implemented planning permission 0854.04)
- **3601.13** Erection of a double garage and paved driveway to the front of The Old Barn Cottage High Street Thorndon

#### **8.4 Refusals:** None

#### **8.5 Listed Building Consent:** None

## 8.6 Other:

- The Planning Inspectorate has confirmed that the appeal by Eco2 Central Limited against the refusal of planning permission for the Biomass Renewable Energy Plant at Mendlesham will now be dealt with by an Informal Hearing at a date yet to be confirmed. Any comments made following the original application will be forwarded to the Planning Inspectorate and Eco2 Central Limited and will be taken into account by the Inspector deciding the appeal.
- The application of Progress Power for an Order Granting Development Consent for a gas fired power station on Eye Airfield has now been accepted by the Planning Inspectorate. The project now moves into a pre-examination phase which means that local councils as well as members of the public can register with the Planning Inspectorate and provide a summary of their views of the application in writing. Everyone registered who makes a relevant representation will be invited to attend a preliminary meeting chaired by an Inspector. A statutory notice (a 'section 56 notice') will be published in the local press and on Progress Power's website – [www.progresspower.co.uk](http://www.progresspower.co.uk) which will contain specific information about the pre-examination phase including how the application can be inspected. The pre-examination phase is expected to take three months.

## 9. Clerks Report

**9.1 Financial Update:** The current balance is £17,476.50.

### 9.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
01.05.14	SALC	Annual Subscription	30.00		30.00	Agreed	100597 (14/15 - 16)
01.05.14	Mrs D Crisp	Internal Auditor	22.50		22.50	Agreed	100598 (14/15 - 17)
01.05.14	Furnitubes International Limited	Litter Bin	281.00	56.20	337.20	Agreed	100599 (14/15 - 18)
01.05.14	Mrs A J Thompson	Salary Month 02	214.56		214.56	Agreed	100600 (14/15 - 19)
01.05.14	HMRC	PAYE	51.78		51.78	Agreed	100601 (14/15 - 20)
		<b>TOTAL</b>	<b>£599.84</b>	<b>£56.20</b>	<b>£656.04</b>		

**9.3 Annual Audit:** The Annual Audit is now due and the accounts have been audited by the Internal Auditor. 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. The Audit was duly signed by the Clerk and Chairman.

**9.4** It was agreed to carry forward discussion of Emergency Procedures to the September meeting.

## 10. AOB and Meeting opened to the Public 21.20

**10.1** A complaint has been received about the noise emanating from the flying of model aircraft on a field off Thwaite Road. The reality of the situation is that the site of the activity is outside the Parish boundaries and does not require planning permission. It is always open to the complainant to refer the matter to MSDC should he feel it appropriate.

**10.2** Reference to pot holes was made and the advice to refer this matter to the Highways Department was reiterated.

**10.3** Mr Brand delivered his report on behalf of Neighbourhood Watch.

**Meeting closed to the Public 21.37**

**11. Next meeting date was confirmed as Thursday 5 June, 2014 at 8.00pm.**

**MEETING CLOSED 21.38**

<b>Summary of Action Points for Next Meeting</b>		
<b>03.10.13 - 02</b>	Contact Highways Department re faded signs around Village	PB c/fwd
<b>02.01.14 - 01</b>	Write to the Chairman of Thorndon Town Trust to enquire whether they can make some land available for overflow parking adjacent to the Church	MR c/fwd
<b>02.01.14 - 02</b>	Request repayment of monies expended by the Parish Council in clearing Street Farm ditch in 2006	AT c/fwd
<b>03.04.13 - 01</b>	Apply for Vehicle Activated Sign	JH c/fwd
<b>03.04.13 - 06</b>	Enquire as to permission granted for the creation of an opening from the overflow car park opposite the White Horse Public House onto Stoke Road	MR c/fwd
<b>01.05.14 - 01</b>	Contact Highways Department re posts for the triangle on Thwaite Road and enquire as to the possibility of kerbing the same	RJ
<b>01.05.14 - 02</b>	Contact Darren Hayward re the Headway mobile shop	AT