

THORNDON PARISH COUNCIL ANNUAL MEETING

Minutes of Meeting held at Thorndon Village Hall on 14 May 2015

Present: Cllr Bartlett, Cllr Cattermole, Cllr Jenkins, and Cllr Taylor (Vice Chairman)

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

Meeting Opened 20.03

1. Election of Officers: The existing Chairman (Cllr Ravenhill) and RFO (Clerk) were proposed, seconded & re- elected. Cllr Taylor was proposed, seconded and elected as Vice Chairman and in the absence of Cllr Ravenhill chaired the meeting.

2. Apologies for absence and declarations of interest:

Apologies for absence: Cllr Botwright, Cllr Farquhar, Cllr Hayward and Cllr Ravenhill (Chairman)

Declarations of pecuniary interests: None

Declarations of non-pecuniary interests: None

3. Meeting opened to Public – 20.06

The Vice 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 – 20.07

4. Approval of the minutes of the meetings of Thorndon Parish Council held on 2 April 2015

The minutes were agreed as an accurate record and signed by the Vice Chairman

5. Action Points/matters arising from those minutes

Summary of Action Points from Last Meeting		
03.10.14 - 01	Liaise with Highways re verge repairs to Thwaite Road triangle	Complete
03.10.14 - 02	File complaint with BT re state of the telephone box	AT c/fwd to September
03.10.14 - 03	Liaise with the Church re emergency provisions which can be jointly collated	JH & MR c/fwd
03.10.14 - 05	To look into improving the broadband connection for the Post Office van	Complete
06.11.14 - 01	Refer persistent delays regarding the Parish Council application for a vehicle activated sign to Cty Cllr Stringer	JH c/fwd
04.12.14 - 01	Continue to pursue details as to broadband speed upgrade for the Village	PB & JH c/fwd to September
05.02.15 - 01	Write to Mid Suffolk District Council re trees in Fen View	Complete
05.02.15 - 02	Report on Kerrison proposals	PB c/fwd to July
05.03.15 - 01	Monitor usage of dog bin in layby on Clint Road	RJ c/fwd to July

03.10.14 – 01 Cllr Jenkins confirmed the works have been completed, and drew Councillors attention to an item published in a pamphlet for the Green Party during the election campaign which states 'Lovely to see the new granite edging to the Thorndon Triangle finally complete.....it is a pleasure to be able to use my locality highways budget to help this happen'. The Parish Council did not recall Cty Cllr Stringer agreeing to contribute to the cost of these works, and so the Clerk will clarify this with him. **Action Point 14.05.15 - 01**

03.10.14 – 02 The Clerk confirmed that she confirmed to BT that they have identified the correct kiosk in Thorndon and confirmed that the telephone has no dialling tone. She has received a response from BT who have scheduled the telephone box for repair work, although no projected date has been provided. The matter will now be left until September, to allow time for the works to be undertaken. If the same remain outstanding in September, the Parish Council will pursue the matter.

03.10.14 – 05 It was confirmed that the broadband connection to the Post Office van is now working satisfactorily.

04.12.14 – 01 It was agreed to defer this matter to September when the timetable for the next tranche of upgrades is released.

05.02.15 – 01 The Clerk read the letter she wrote to MSDC following the last meeting asking for confirmation as to when MSDC were intending to install filters within the guttering and drains at Fen View. MSDC have responded advising that these works would be a matter for the tenants to arrange themselves with the guidance of Housing Services (if required), but that this is not something with which the Public Realm 'Tree Team' would be involved. It was agreed that the Parish Council cannot take this matter any further.

05.02.15 – 02 Cllr Bartlett confirmed that he had no further news save that the sale was proceeding and exchange of contracts anticipated in the next 4 – 6 weeks. This being the case, the matter will be revisited at the July meeting when, assuming an exchange of contracts has been achieved; further details of the purchaser should be available.

05.03.15 – 01 Cllr Jenkins confirmed that he continues to monitor the dog bin on Clint Road and that the same is not used as much as the other one nearby. To ensure that the situation is monitored during the better weather, it was agreed to carry this matter forward to the July meeting.

Meeting opened to Public 20.22

6. Reports

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

6.2 District Councillor's Report: Newly elected Cllr Horn was not present at the meeting and was not able to provide a report. He has, however, offered to meet with Parish Councillors on an informal basis by way of introduction to discuss areas of concern. It was suggested that we propose a 'pre-meeting meeting' with Cllr Horn at 7.30 before the next Parish Council meeting on 4 June 2015 in order that members of the public can attend as well.

6.3 Police Report: PCSO M Wright from the Police was present at the meeting and delivered their report, a copy of which is attached.

Meeting closed to Public 20.33

7. Planning

7.1 Planning Applications:

- **1471.15** Proposed single storey front extension at Silwood House The Street Thorndon. The application was supported.

7.2 Listed Planning Applications: None

7.3 Approvals:

- **0531.15** Erection of a detached two-storey dwelling at The Maples Thwaite Road Thorndon
- **0663.15** Retention of garden shed and two pergolas at Portman House Pond Farm The Street Thorndon
- **3749.15** Retention of two air source heat pumps on dwelling under construction adjacent to Gean House Thwaite Road Thorndon

7.4 Refusals: None

7.5 Listed Building Consent: None.

7.6 Other: On 8 April last the Clerk received three planning applications numbered **1117.15**, **1119.15** and **1121.15** respectively relating to alterations to the three dwellings under construction opposite Moat Farm High Street Thorndon, and was granted an extension to 15 May 2015 for Parish Council response by email on 9 April 2015. The Clerk has now received copies of the approval for each of these applications issued on 5 May last. It was agreed that the Clerk should seek an explanation of MSDC's actions in this regard. **Action point 14.05.15 - 02**

8. Specific Agenda Items:

8.1 Following the election, Thorndon Parish Council now has eight elected Councillors out of a maximum of nine. It was agreed that the Parish Council should now look to co-opt another Parish Councillor. The Clerk will place an item in Village Life and the matter will be reviewed at the meeting in July to allow time for interested parties to be identified.

9. Clerks Report

9.1 Financial Update: The current balance is £23,790.95

9.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
14.05.15	Dawn Crisp	Internal Auditor's Fee	£24.60		£24.60	Agreed	100651 (15/16 - 07)
14.05.15	Thorndon Village Hall	Hire of Village Hall	£84.00		£84.00	Agreed	100652 (15/16 - 08)
14.05.15	HMRC	PAYE	£51.78		£51.78	Agreed	100653 (15/16 - 09)
14.05.15	Mrs A Thompson	Clerk's Salary	£207.12		£207.12	Agreed	100654 (15/16 - 10)
14.05.15	MSDC	Dog & Litter Bin Emptying	£315.00	£63.00	£378.00	Agreed	100655 (15/16 - 11)
		TOTAL	£682.50	£63.00	£745.50		

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 Vice Chairman.

9.4 Cllr Bartlett will look to attend the forthcoming Parish Liaison meeting to be held on 9 June 2015.

9.5 No one is available to attend the Annual Mayor Making Parade and Service on 14 June 2015, and the Clerk will respond to the invitation accordingly.

10. AOB and Meeting opened to the Public 20.55

10.1 Reference was made to the house fire at Holly Cottage The Street Thorndon on 19 April last, out of which two issues arise. First, the fire engine which attended had come from Stradbroke and not Eye and secondly, the fire crew found one of the water hydrants had been sealed up. PCSO Tucker advised that a lot of employers are refusing to release retained firemen to attend their fire duties which is causing a serious problem where fires occur in the daytime. It was agreed that the Clerk would write to the Chief Fire Officer to express the concern of the Parish Council on both these issues. **Action Point 14.05.15 – 03**

10.2 Cllr Cattermole advised that his recent inspection of the Play Area had revealed that a couple of posts are rotten and in need of replacement. He does not believe that the cost will exceed his authorised spending budget of £120.00. It was agreed that he should undertake these works. In addition, Cllr Cattermole stated that the car park for the Play Area will need to be redressed next year. He will get an indication of cost as the same will need to be taken into account when drawing up the budget for the next financial year ahead of setting the precept. **Action Point 14.05.15 - 04**

10.3 Village road signs are in need of attention by the appropriate body responsible for their repair and maintenance. Some are quite faint; some are at odd angles and are others barely visible as a result of overgrowing plants and hedges. Cllr Jenkins agreed to undertake an audit of all village road signs and will also follow up on the failure to date by Suffolk County Council to repair a number of signs referred to them last year. **Action Point 14.05.15 - 05**

10.4 PCSO Tucker asked whether the pothole by Manor Farm has been reported to the Highways Department and confirmed that he would now report it in the absence of confirmation that a report has already been lodged.

Meeting closed to the Public 21.09

11. Next meeting date was confirmed as Thursday 4 June 2015 at 8.00pm.

MEETING CLOSED 21.10

Summary of Action Points for Next Meeting		
03.10.14 - 02	File complaint with BT re state of the telephone box	AT c/fwd to September
03.10.14 - 03	Liaise with the Church re emergency provisions which can be jointly collated	JH & MR c/fwd
06.11.14 - 01	Refer persistent delays regarding the Parish Council application for a vehicle activated sign to Cty Cllr Stringer	JH c/fwd
04.12.14 - 01	Continue to pursue details as to broadband speed upgrade for the Village	PB & JH c/fwd to September
05.02.15 - 02	Report on Kerrison proposals	PB c/fwd to July
05.03.15 - 01	Monitor usage of dog bin in layby on Clint Road	RJ c/fwd to July
14.05.15 - 01	Contact Cty Cllr Stringer about payment for the works to the triangle on Thwaite Road	AT
14.05.15 - 02	Write to the Planning Department to seek an explanation for the grant of planning permissions before the extension of time afforded to the Parish Council for response had passed	AT
14.05.15 - 03	Write to Chief Fire Officer to express concern about the issues arising from the recent fire at Holly Cottage	AT
14.05.15 - 04	Replace the rotting posts in Play Area and provide estimate of costs for redressing the car park for inclusion in next year's financial budget	CC
14.05.15 - 05	Audit of road signs around the village	RJ