

THORNDON PARISH COUNCIL MEETING

Minutes of Meeting held at Thorndon Village Hall on 8 September 2016

Present: Cllr Bartlett, Cllr Botwright, Cllr Bridge, Cllr Cattermole, Cllr Farquhar, Cllr Hayward, Cllr Jenkins, Cllr Ravenhill (Chairman) and Cllr Taylor (Vice Chairman)

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

Meeting Opened 20.00

1. Apologies for absence and declarations of interest:

Apologies for absence: None

Declarations of pecuniary interests: None

Declarations of non-pecuniary interests: Cllr Cattermole declared an interest in Planning Application 3445.16

2. Meeting opened to Public – 20.02

The Chairman asked members of the public to detail in which particular Agenda item, if any, they had an interest. No specific interest was expressed.

Meeting closed to Public – 20.03

3. Approval of the minutes of the meeting of Thorndon Parish Council held on 7 July 2016 and an Extraordinary Planning meeting held on 28 July 2016

The minutes 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		
03.10.14 – 03	Liaise with the Church re emergency provisions which can be jointly collated	JH & MR c/fwd
04.02.16 – 03	Ascertain whether the 'Heart of Suffolk' fingerposts are to be replaced	AT c/fwd
02.06.16 – 01	Circulate details of The Centenary Fields Programme	Complete
02.06.16 – 02	Liaise with Peter Brook re board walk for footpath	PT c/fwd
07.07.16 01	Prepare and circulate an electronic survey re community led plans	Complete
07.07.16 02	Check Memorandum of Understanding to ascertain how often the VAS needs to be moved	Complete
07.07.16 03	Write to Anglian Water Services Limited to suggest a meeting to discuss infrastructure at Clint Road	AT c/fwd
07.07.16 04	Write to Officer for Floods and Drainage at Suffolk County Council re landowner responsibility for clearing ditches	Complete

03.10.14 – 03 This issue remain ongoing.

04.02.16 – 03 The Clerk confirmed she had received a voicemail from Highways who advised that they have ordered the fingerposts and await availability to affix the same.

02.06.16 – 02 Cllr Taylor confirmed that he currently awaiting a response from Peter Brook

07.07.16 – 01 Cllr Hayward confirmed that the survey has now been sent out to 286 villagers and that within the first 48 hours 50 responses have been received which is encouraging. It was agreed that an item should be included on the Agenda for the October meeting to decide what mandate the Parish Council has vis a vis Neighbourhood Led Plans as a result of villagers' responses.

07.07.16 – 03 The Clerk confirmed that she had written to Anglian Water to request a meeting between representatives of both the Parish Council and Anglian Water Services Limited. She has received a response, which was read to the meeting. However, the response does not directly address the request made, rather sets out Company policy when invited to comment on planning applications. It was agreed that the Clerk should write back advising that the Parish Council is seriously concerned about the problems which are already being experienced by residents in the Clint Road/Thwaite Road area, reiterating its concerns about the impact future development in the area will have on the current infrastructure based on the permissions which have been granted and have yet to be implemented and repeating a request for a face to face meeting.

07.07.16 – 04 The Clerk confirmed that she has received a very helpful response from the Flood & Water Engineer at Suffolk County Council giving advice as to what action a Parish Council can take to procure the maintenance of watercourses to ensure the same are free flowing which was read to the meeting. The first step is to write to the landowner asking them to maintain the watercourse on their land advising that it is causing a nuisance. It was agreed, therefore, that Cllrs Ravenhill and Cattermole will survey the areas of concern to ascertain the relevant landowners before taking any action. **Action Point 08.09.16 - 01**

Meeting opened to Public 20.34

5. Reports

5.1 County Councillor's Report: Cllr Stringer was present at the meeting and delivered his report, a copy of which is attached.

5.2 District Councillor's Report: Cllr Horn was present at the meeting and delivered his report to the meeting.

Meeting closed to Public 20.52

6. Planning

6.1 Planning Applications:

3445.16 Application for the removal of condition 6 of planning permission 1251.00 [erection of 3 houses with garages and construction of new vehicular access] to enable the partial removal of the hedge at 3 Town Garden The Street Thorndon. Councillors voted to comment on the application. The application site adjoins the village school and it was felt inappropriate to allow the removal of the hedge without ensuring the same is immediately replaced with suitable alternative fencing to ensure that the school children are protected. The map accompanying the application is incorrect and this is to be highlighted as it does not clearly show the location of the village school in relation to the application site.

6.2 Listed Planning Applications: None

6.3 Approvals:

2848.16 Application for the erection of a single storey rear extension to dwelling and erection of detached single storey outbuilding with associated landscaping at Mill House The Street Thorndon.

3004.16 Application for the variation of condition 2 of planning permission 3642.14 [approved plans] for erection of four dwellings to permit revised house designs for plots 1-4, variation of site layout and deletion of extension to Foundry House at Foundry House Stanwell Green Thorndon.

6.4 Refusals: None

6.5 Listed Building Consent: None

6.6 Other: None

7. Specific Agenda Items:

7.1 To date Cllrs Hayward and Jenkins have taken it in turns to move the vehicle activated sign ('VAS') around the village and to charge its batteries. The terms of the memorandum of understanding which governs the operation of the VAS requires that two people should be present when the VAS is moved. They asked the meeting for volunteers to assist in this in order that a rota can be established. Cllrs Taylor, Bartlett, Ravenhill and Cattermole all volunteered.

8. Clerks Report

8.1 Financial Update: The current balance is £26,607.64

8.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
08.09.16	Mr J Hayward	Materials for Play Area	£47.79		£47.79	Agreed	100710 (16/17 - 18)
08.09.16	HMRC	PAYE	£103.56		£103.56	Agreed	100711 (16/17 - 19)
08.09.16	Mrs A Thompson	Clerk's Salary	£414.24		£414.24	Agreed	100712 (16/17 - 20)
08.09.16	BDO LLP	External Auditor's Fee	£100.00	£20.00	£120.00	Agreed	100713 (16/17 - 21)
		TOTAL	£665.59	£20.00	£685.59		

8.3 The Clerk confirmed that the Annual Audit has been completed with no comments being made by the External Auditor.

8.4 The Clerk has received a letter from the Post Office who advise that they are looking to restore a mobile service to Great Finborough and in order to accommodate this they are proposing a variation in attendance at Thorndon and Gislingham. The new hours for Thorndon are, it is suggested, to be 9.30 – 11.30 on Mondays and 9.30 – 11.00 on Tuesdays and Wednesdays. The letter states that the Post Office are commencing a six week consultation from 6 September to 18 October, but that the revised service will commence on 19 September next. It was agreed that the Clerk will respond to the letter received on 7 September to question the legitimacy of the consultation given the inconsistent data contained in the letter, asking that the new regime is not implemented until after the end of the consultation period and seeking clarification for the basis upon which this unilateral action

has been taken. The Parish Council will affirm its requirement that the service to Thorndon remains a 5 day a week service. **Action Point 08.09.16 – 02**

8.5 With effect from 1 November next Suffolk County Council will cease to be the provider of the onesuffolk website hosting service responsibility for which will pass to Community Action Suffolk and an annual charge for this service will be introduced. For Parish Councils this charge will be £50.00 + VAT. The Parish Council agreed that it will meet this charge.

8.6 The Clerk confirmed that the next public meeting to be held by the Police for this SNT area will be on 17 November next at 18.30 in Eye Community Centre.

9. AOB and Meeting opened to the Public 21.37

9.1 Cllr Bartlett suggested that it is appropriate for the Parish Council to seek an update on the redevelopment at Kerrison. He will contact John Howard for this purpose **Action Point 08.09.16 - 03**

9.2 Cllr Hayward reported on the data collected from the VAS during the first 6 weeks of operation. The VAS recorded 29023 traffic movements of which 31.95% were under 31mph and 33% between 31 and 36 mph.

9.3 Mr C Brand delivered his report to the meeting on behalf of Neighbourhood Watch.

Meeting closed to the Public 21.54

10. Next meeting date was confirmed as Thursday 6 October 2016 at 8.00pm.

MEETING CLOSED 21.55

Summary of Action Points for Next Meeting		
03.10.14 - 03	Liaise with the Church re emergency provisions which can be jointly collated	JH & MR c/fwd
04.02.16 - 03	Ascertain whether the 'Heart of Suffolk' fingerposts are to be replaced	AT c/fwd
02.06.16 - 02	Liaise with Peter Brook re board walk for footpath	PT c/fwd
07.07.16 03	Write to Anglian Water Services Limited to suggest a meeting to discuss infrastructure at Clint Road	AT
08.09.16 - 01	Identify landowners of blocked watercourses	MR &CC
08.09.16 - 02	Respond to Post Office consultation	AT
08.09.16 - 03	Seek update on Kerrison redevelopment	PB