

THORNDON PARISH COUNCIL MEETING

Minutes of Meeting held at Thorndon Village Hall on 12 October 2017

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

Also present: Mrs A Thompson (Clerk), Mr G Horn, Mrs C Aldous, Mr M Sillett, Mr S Cattermole, Mr J Jennings, Mr D Youles, Mr D Wilkes and Mr C Brand

Meeting Opened 20.00

1. Apologies for absence and declarations of interest:

Apologies for absence: Cllr Bridge and Cllr Jenkins

Declarations of pecuniary interests: None

Declarations of non-pecuniary interests: None

2. Meeting opened to Public – 20.01

The Chairman asked members of the public to detail in which particular Agenda item, if any, they had an interest. Interests in superfast broadband were expressed.

Meeting closed to Public – 20.02

3. Approval of the minutes of the meetings of Thorndon Parish Council held on 7 September 2017

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		
02.06.16 - 02	Liaise with landowner re board walk for footpath	PT c/fwd to Sept '17
08.09.16 - 01	Identify landowners of blocked watercourses	RJ c/fwd
08.09.16 - 03	Seek update on Kerrison redevelopment	PB Defer to Feb '18
03.11.16 - 01	Arrange public meeting to discuss neighbourhood plans with a representative from Mid Suffolk District Council	JH c/fwd
05.01.17 - 01	Consider making Freedom of Information request to Post Office Ltd re mobile Post Van/ Write to Dr D Poulter MP about the situation	PBr/MR
02.02.17 - 01	Report flooding on Thwaite Rd using Suffolk County Council's online reporting tool & speaking directly to Richard Porter at Highways	RJ & PB c/fwd

02.03.17 - 01	Monitor Faster Broadband	PB
13.07.17 01	Consider criteria for self-assessment of new VAS pole on High Street	JH
07.09.17 - 01	Arrange public meeting to discuss the Joint Local Plan	Complete
07.09.17 - 02	Compile list of sign in the village which need to be replaced	MR c/fwd
07.09.17 - 03	Write to the landowners regarding the ditch at the rear of Holly House The Street	Complete

02.06.16 – 02 Cllr Taylor confirmed that a request has been made to the Rights of Way Department at Suffolk County Council and a response is awaited.

08.09.16 – 03 Cllr Bartlett has been advised by the developer, John Howard, that the new build section of the redevelopment has been sold and the purchaser is due to commence the build in a months' time. As far as the conversion works are concerned, Mr Howard has now received the tenders and is planning to start work in January 2018.

03.11.16 – 01 Cllr Hayward tried to speak with Paul Bryant at Mid Suffolk District Council, but he was unavailable. Cllr Hayward is currently awaiting a response to the voicemail message he left for Mr Bryant.

05.01.17 – 01 Since the arrival of a new employee in the past 3 weeks or so, the attendance of the mobile Post Office van has improved significantly. This notwithstanding, Cllr Ravenhill will write to Dr D Poulter about the situation as it has been over the past 12-18 months voicing concerns that the irregularity of the service will inevitably result in villagers finding other solutions and if usage of the Post Office van decreases, the Post Office will be able to justify terminating the service.

02.02.17 – 01 It was noted that since the works were undertaken rain no further problems have been encountered.

02.03.17 – 01 Cllr Bartlett has received an email from Andrew Stringer advising of further delays regarding the second cabinet for Thorndon. The cabinet requires a 240V mains electricity supply and BT are currently waiting for UK Power Networks to confirm a date when it can undertake these works. Subject to the date upon which these works will be done, there is a possibility that the cabinet will not be ready for service until the end of the financial year – March 2018. Councillors felt that this raises a number of questions which Suffolk County Council need to answer concerning how this situation has arisen given the whole project is being funded with public money. Cllr Bartlett will draft an email which the Clerk will then send. **Action Point 12.10.17 - 01**

13.07.17 – 01 Cllr Hayward has completed the requisite forms and taken photographs, but is not sure how to proceed. He has called customer services at the Highways Department and is awaiting their response.

07.09.17 – 01 It was confirmed that the meeting will be held at 7.30 in the Village Hall on 19 October next.

07.09.17 – 03 The Clerk confirmed that she has written to the landowners concerned, although it was observed that, to date, no remedial work had been undertaken.

Meeting opened to Public 20.25

5. Reports

5.1 County Councillor's Report: Cllr Stringer was not present at the meeting but provided 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.

Meeting closed to Public 20.30

6. Planning

6.1 Planning Applications:

- **17.04373:** Application for the erection of one new two-storey dwelling on land adjacent to The Old Post Mill The Street Thorndon. Councillors voted to reject this application on the basis that the dwelling was too large for the development of which it would form part. Councillors noted the comments made in the Heritage Statement which they support.

6.2 Listed Planning Applications: None

6.3 Approvals:

- **17.03658:** Part removal of axial chimney stack and rebuild to original height. Remove chimney flue with attic attached top and linking into original historic fabric of chimney at Hestley Hall Hestley Green Thorndon
- **17.03251:** Extension of existing car park and installation of 7 LED bollard lights at All Saints Church The Street Thorndon

6.4 Refusals:

- **1623.17:** Erection of 3-bay Suffolk cart lodge with storage room above including extension of existing driveway at Threeways The Street Thorndon

6.5 Listed Building Consent:

- **17.03663:** Part removal of axial chimney stack and rebuild to original height. Remove chimney flue with attic attached top and linking into original historic fabric of chimney at Hestley Hall Hestley Green Thorndon

6.6 Other: None

7. Specific Agenda Items:

7.1 Mr C Brand has spent all but £54.72 of his Crimefighter's Award. He has recently had to have his computer repaired and to buy new ink cartridges at a total cost of £169.93. Mr Brand asked the Parish Council if he could utilise this last

amount towards these costs. Councillors agreed with this suggestion, and in recognition of all Mr Brand does for the village, agreed to meet the cost of the balancing sum of £115.21.

7.2 The annual RoSPA report has been received and circulated to Councillors. Cllrs Hayward and Cattermole raised queries on some of the comments made as they are aware that the same do not require attention. Cllr Hayward will email these specific queries to Playsafety Limited as Councillors are keen to ensure their responsibilities are strictly executed. **Action Point 12.10.17 - 02**

7.3 The insurance policy is due for renewal and having had the opportunity to review the policy terms, Councillors confirmed the same was correct.

7.4 Mr Fieblekorn has advised that, as a result of the recent weather conditions he needs to carry out two additional grass cuts. Councillors voted to approve these cuts and additional expense these will attract.

8. Clerks Report

8.1 Financial Update: The current balance is £33,803.07

8.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
12.10.17	BDO LLP	External Auditor's Fee	£130.00	£26.00	£156.00	Agreed	100767 (17/18 - 21)
12.10.17	Thorndon All Saints PCC	Book of Commemoration	£24.99		£24.99	Agreed	100768 (17/18 - 22)
12.10.17	Business Services at CAS Limited	Insurance Premium	£656.99		£656.99	Agreed	100769 (17/18 - 23)
12.10.17	Playsafety Limited	RoSPA Report	£80.50	£16.10	£96.60	Agreed	100770 (17/18 - 24)
12.10.17	HMRC	PAYE	£51.78		£51.78	Agreed	100771 (17/18 - 25)
12.10.17	Mrs A Thompson	Clerks salary & expenses	£207.12		£207.12	Agreed	100772 (17/18 - 26)
12.10.17	Mr C Brand	Balance of Crimefighter's Award and contribution from TPC for computer repair & ink	£169.93		£169.93	Agreed	100773 (17/18 - 27)
		TOTAL	£1,321.31	£42.10	£1,363.41		

8.3 The Clerk confirmed conclusion of the annual audit.

8.4 The Clerk has attended a course on the new Data Protection Regulations which will come into effect in May 2018. These regulations will require the Parish Council to appoint a Data Protection Officer, but prior to that need to carry out an impact assessment to ascertain with whom contracts will need to be signed. There are potential cost implications for the Parish Council which will need to be taken into account when considering the precept for 2018-2019.

9. AOB and Meeting opened to the Public 21.17

9.1 Cllr Botwright advised that a number of cars still park on The Street illegally and asked that the Parish Council write to the offending occupiers in the same terms as it has previously done. The Clerk will write in appropriate terms. **Action Point 12.10.17 - 03**

9.2 Cllr Hayward advised that having secured planning consent for the car park the PCC are now looking towards their next project which will be the re-hanging the bells. The PCC are now looking for funding for this project.

9.3 Mr Brand delivered his report for Neighbourhood Watch.

Meeting closed to the Public 21.31

10. Next meeting date was confirmed as Thursday 2 November at 8.00pm

MEETING CLOSED 21.32

Summary of Action Points for Next Meeting		
02.06.16 - 02	Liaise with landowner re board walk for footpath	PT c/fwd to Sept `17
08.09.16 - 01	Identify landowners of blocked watercourses	RJ c/fwd
08.09.16 - 03	Seek update on Kerrison redevelopment	PB Defer to Oct `17
03.11.16 - 01	Arrange public meeting to discuss neighbourhood plans with a representative from Mid Suffolk District Council	JH
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02.03.17 - 01	Monitor Faster Broadband	PB
13.07.17 01	Consider criteria for self-assessment of new VAS pole on High Street	JH
07.09.17 - 02	Compile list of sign in the village which need to be replaced	MR
12.10.17 - 01	Write to Suffolk County Council re Superfast Broadband	PB/AT
12.10.17 - 02	Write to Playsafety Limited re their comments in the RoSPA report	JH/CC
12.10.17 - 03	Write to occupiers on The Street re direction of parked of cars	AT