

THORNDON PARISH COUNCIL MEETING

Minutes of Meeting held at Thorndon Village Hall on 6 September 2018

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

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

Meeting Opened 20.01

1. Apologies for absence and declarations of interest:

Apologies for absence: Cllr Hayward

Declarations of pecuniary interests: None

Declarations of non-pecuniary interests: None

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 interest was expressed.

Meeting closed to Public – 20.03

3. Approval of the minutes of the meetings of Thorndon Parish Council held on 5 July and 14 August 2018

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		
08.09.16 - 01	Identify landowners of blocked watercourses	RJ c/fwd
08.09.16 - 03	Seek update on Kerrison redevelopment	Defer to November
03.11.16 - 01	Arrange public meeting to discuss neighbourhood plan 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	MR c/fwd
02.03.17 - 01	Monitor Faster Broadband	Remove
13.07.17 01	Consider criteria for self-assessment of new VAS pole on High Street	Complete

04.01.18 - 01	Land Registry mapsearch snapshot of Thorndon	Remove
07.06.18 - 02	Speak to Highways re monitoring traffic on Clint Road	JH c/fwd
07.06.18 - 03	Obtain quotations for cleaning village signs	Complete
05.07.18 - 01	Write to Galloways re buses along Clint Road	AT

08.09.16 – 01 Cllr Jenkins has now obtained two drawings and is trying to plot the watercourses on the same. He asked whether Cllr Cattermole could assist him in this which was agreed. On a related issue, the watercourse at Stanwell Lodge which has been causing problems during the good weather over the summer has not caused any issues. The owner has indicated that he cannot afford to undertake any of the necessary repair works. It was agreed that the Clerk would write to the owner advising of him of his statutory obligations concerning the watercourse. Cllr Jenkins will provide the relevant contact details.

03.11.16 – 01 The Clerk provided Cllr Ravenhill with a copy of the Memorandum of Understanding she had received from Cllr Hayward and will circulate the same to all Councillors ahead of the next meeting.

05.01.17 – 01 Cllr Ravenhill advised that at the end of August Mrs Bloom closed the Post Office at Stowupland and that a new Postmaster is being sought with the mobile Post Office vans featuring in any new arrangement. Cllr Ravenhill considers the Freedom of Information request has been usurped by these recent developments and pending their resolution has not yet made an approach to the Postmaster at Mendlesham.

02.03.17 – 01 Cllr Bartlett advised that he has not been made aware of any problems with the new broadband provision and as a consequence it is probably appropriate to remove this item from the list of action points.

13.07.17 – 01 The additional VAS pole has now been installed outside the Village Hall. Councillors extended their thanks to Cllr Hayward for his sterling effort in securing the same.

04.01.18 – 01 Given the progress Cllr Jenkins is now making as detailed above it was agreed to remove this item from the list of action points.

07.06.18 – 03 A quotation of £360.00 pa has been received from S Regan to clean the village signs based on 2 days work. Councillors felt that a number of volunteers could clean all the signs in half a day and Cllrs Taylor, Cattermole and Jenkins agreed to arrange the cleaning.

05.07.18 – 01 The Clerk wrote to Galloways on 6 July last but has not received a response. Cllr Ravenhill will pursue this matter.

Meeting opened to Public 20.22

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. Referencing the completion of the review of Mid Suffolk by the Boundary Commission in which it is recommended that Thorndon, Wetheringsett, Rishangles and Mendlesham are joined into a new ward, Cllr Horn questioned whether the new arrangement will impact on Thorndon's neighbourhood plan given Mendlesham already has such a plan in place.

Meeting closed to Public 20.45

6. Planning

6.1 Planning Applications:

- **DC.18.03588:** Application under section 73 of the Town and Country Act – **DC.17.05198** – Application for the erection of new dwelling and improved vehicular access following removal of barn. Variation of Condition 2 (approved plans and documents). Amend position of dwelling at Croft Cottage Clint Road Thorndon. Councillors voted to support this application.
- **DC.18.03952:** Application for Lawful Development Certificate for Proposed Use. Replacement of existing conservatory with single storey rear extension. Installation of en-suite to garage roof void and installation of velux roof lights front and rear at Ilex House Stoke Road Thorndon. Councillors voted to support this application.

6.2 Listed Planning Applications: None

6.3 Approvals:

- **DC.18.01909:** Householder planning application to erect garage (following removal of existing) and erection of cartlodge at Swan Hill Cottage Hall Road Thorndon
- **DC.18.02994:** Non material amendment to Application **DC.17.05198** – Amendment to boundary measurement on land opposite Clint Cottage Clint Road Thorndon
- **DC.18.02926:** Non material amendment to Application **3701.15** – Addition to window to the north elevation, repositioning of doors to north elevation and addition of render finish to ground floor of north elevation at Kerrison Conference & Training Centre Stoke Ash Road Thorndon
- **DC.18.02898:** Application under section 73 of the Town and Country Act removal or variation of a condition relating to **3828.10** (Change of use and works to convert redundant agricultural building to a single residential dwelling house using existing vehicular access. Provision of private sewage treatment plant). Variation of part of condition 13 (removal of rights for the addition of/change of colour of ongoing effect) for barn adjacent to, Hestley Hall, Hestley Green, Thorndon.
- **DC.18.03029:** Discharge of condition application for **3004.16** – Condition 4-Parts (i) (ii) (iii) (Contamination) at Foundary House 4 Bessies Orchard Thorndon
- **DC.18.02075:** Application under section 73 of the Town and Country Act. Reserved matters permission **4773.16**. Outline planning permission **2425.16** Erection of 2no detached dwellings with garages and vehicular accesses without compliance with condition 1 (Approved Plans and Documents) to allow alterations to garage on land south of Whistle Thwaite Road Thorndon
- **DC.18.03516:** Non material amendment to Application **3701.15** – Reduction in width of window on the proposed east elevation, repositioning of

door and window on the proposed east elevation and repositioning of door on the proposed south elevation at Kerrison Conference & Training Centre Stoke Ash Road Thorndon

- **DC.18.02961:** Outline planning permission (access to be considered) for the erection of 1no dwelling and creation of vehicular access on land adjacent to 13 Kerrison Cottages Stoke Road Thorndon

6.4 Refusals: None

6.5 Listed Building Consent: None

6.6 Other: None

7. Specific Agenda Items:

7.1.1 The Clerk confirmed that following the extraordinary meeting on 14 August last she reverted to the insurers clarifying that the area was to be fenced off and soil humps created to provide some relief to the area rather than a specific BMX track. The insurers advised that any humps would be treated in the same way as a BMX track requiring an inspection regime to be put in place, a plan of the facility to be forwarded for the underwriters and the impact on the annual insurance premium would be £143.14 per hump. The Parish Council will be liable should anything go wrong at the facility. It was agreed, given Cllr Taylor's meeting with the Clerk at Burston, that the Clerk will contact the Clerk at Burston to find out who their Parish Council insurers are and the Parish Council will then consider whether it is appropriate to change its insurers. **Action Point 06.09.18 - 01**

7.1.2 Cllr Taylor noted that having inspected the new facility recently. Not much work has yet been undertaken as the parents are waiting for confirmation as to funding but he saw that some holes have been created, something which the Parish Council stipulated was not allowed and there is some litter which needs to be cleared. It was agreed that the Clerk would email Mrs C Horton as the lead parent involved in the cycle provision confirming the funding arrangements and drawing her attention to the restrictions stipulated by the Parish Council confirming that the same will be rigorously enforced. She will also ask for a plan of the area to include measurements. **Action Point 06.09.18 - 02**

7.2 The spike which appeared at the entrance to the play area following the recent hot weather has been removed.

8. Clerks Report

8.1 Financial Update: The current balance is £30,729.29

8.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
12.07.18	Lumena Lights Ltd	Lights for Car Park	£1,130.50	£226.10	£1,356.60	Agreed	100816 (18/19 - 18)

06.09.18	SALC	Councillor Training	£103.00	£20.60	£123.60	Agreed	100817 (18/19 - 19)
06.09.18	A Waterfield & Sons Ltd	Works to Car Park	£3,158.00	£631.60	£3,789.60	Agreed	100818 (18/19 - 20)
06.09.18	Denham Agricultural Engineering	Digger Hire	£300.00	£60.00	£360.00	Agreed	100819 (18/19 - 21)
06.09.18	Mr C Cattermole	New lock	£31.28		£31.28	Agreed	100820 (18/19 - 22)
06.09.18	Mr J Hayward	Miscellaneous materials for Car Park	£305.03		£305.03	Agreed	100821 (18/19 - 23)
06.09.18	Mrs A J Thompson	Clerk's salary & expenses	£414.24		£414.24	Agreed	100822 (18/19 - 24)
06.09.18	HMRC	PAYE	£103.56		£103.56	Agreed	100823 (18/19 - 25)
		TOTAL	£5,545.61	£938.30	£6,483.91		

8.3 The Clerk clarified the procedure for the purchase of goods and services by the Parish Council. A quotation of costs or fees for any such purchase must be obtained and approved by Councillors prior to purchase. Once approved, the Clerk can issue a cheque in settlement. Councillors did agree that small items costing no more than £50.00 in any one meeting cycle could be acquired without prior approval.

8.4 A letter from the Thorndon Village Hall Committee has been received as it is applying to drawdown £12,595.62 from the monies allocated to Thorndon from Section 106 receipts for refurbishment works to the Village Hall. The Village Hall Committee have asked for a letter from the Parish Council supporting the refurbishment works and confirming it has no objection to a release of funds for this purpose. It was agreed that the Clerk should provide the necessary letter.

8.5 The Clerk read an email received from Tim Rowe on behalf of the Church thanking the Parish Council and Community Council for working together to provide the car park extension. Cllr Ravenhill extended her thanks to all those who assisted in the project and now that the new school year has started asked the Clerk to write to the school stating that the Parish Council, having funded the car park extension, expected the staff at the school to use the car park rather than The Street. The letter should be copied to the Chair of Governors, Janie Wood.

8.6 The next Parish Liaison meeting will be held in Needham Market Community Centre on 9 October next. The Clerk will book two places for Councillors.

8.7 The Clerk confirmed that the RoSPA inspection will be carried out this month at a cost of £66.50 + VAT.

8.8 Suffolk Highways have written to the Clerk to advise that following a review of grit bins/heaps it will no longer support grit heaps as the salt leaches from the same into the highway verges and the underlying groundwater and watercourses. Thorndon does have one grit heap and this item will be placed on the Agenda for October when consideration can be given as to whether a new grit bin should be acquired to replace the heap.

9. AOB and Meeting opened to the Public 21.16

9.1 Cllr Ravenhill welcomed Mr A Linders the new Tree Warden for Thorndon. Mr Linders advised that he was undertaking an initial assessment of the trees in Thorndon to identify whether any are diseased or otherwise blighted. He wants to identify ancient trees as it is important to preserve the same and to analyse the soil in which the same stand. Such information is important as should any trees die suitable replacements can be sourced. He also suggested that if he has sight of planning applications coming before the Parish Council for consideration he might input into that discussion.

9.2 Cllr Ravenhill has received complaints from some residents about the burning of wood at The Fen over the past week or so. Having spoken to the landowner Cllr Ravenhill advised that a contractor is taking some willow out for which a licence is required. The Environment Agency would not issue the licence earlier in the summer because of the potential fire risk resulting from the heatwave. The licence permits any debris to be burnt and it is this which has caused concern. The works should be completed in the near future.

9.3 Cllr Smith confirmed that the telephone box in The Street is scheduled for removal no later than March 2019.

9.4 Cllr Smith asked Cty Cllr Stringer when the road markings at the junction of Clint Road and The Street will be undertaken. Cty Cllr Stringer will chase this matter and revert.

9.5 Cllr Clinton advised that the Lych Gate is in need of some repair. This will be placed on the Agenda for the next meeting

9.6 Cllr Bartlett reference the numerous power cuts experienced by many villagers over the past two months. He advised that U K Power Networks have identified faults in their equipment which have been repaired and this coupled with preventative tree cutting will, they believe, solve the problem.

9.7 Cllr Ravenhill extended the thanks of the Parish council to Mr R Hunt who, once again, has kept the village neat and tidy as well as colourful with bedding plants.

9.8 Mr Brand delivered his report for Neighbourhood Watch.

Meeting closed to the Public 22.04

10. Next meeting date was confirmed as Thursday 4 October 2018 at 8.00pm.

MEETING CLOSED 22.05

Summary of Action Points for Next Meeting		
08.09.16 - 01	Identify landowners of blocked watercourses	RJ c/fwd
08.09.16 - 03	Seek update on Kerrison redevelopment	Defer to November
03.11.16 - 01	Arrange public meeting to discuss neighbourhood plan 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	MR c/fwd
07.06.18 - 02	Speak to Highways re monitoring traffic on Clint Road	JH c/fwd
06.09.18 - 01	Write to Clerk to Burston Parish Council re its cycle facility and insurers thereof	AT
06.09.18 - 02	Write to Mrs C Horton re the new cycle facility	AT