

THURSTON PARISH COUNCIL

MINUTES of the COUNCIL COMMITTEES MEETING held on Wednesday 16th October 2024 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

Present: Cllrs. Dashper (in the Chair), Balaam, Bond, Gerrish, Morris, Moy, Rainbow and West.

Also in attendance: Mrs Gladwell, Deputy Parish Clerk. There were no members of public in attendance.

1. **OPENING** – the Chair opened the meeting advising all that the Protocol adopted by the Parish Council for reporting at Parish Council Meetings, would be enacted for this meeting. A copy of the Protocol is available from the Clerk or can be downloaded from the website: <https://thurstonparishcouncil.uk/parish-council/policies-procedures-and-strategy/>.
2. **APOLOGIES** –
 - a) Council to receive apologies for absence – Apologies were received from Cllr Smith.
 - b) Council to consent to accept apologies received – The submitted apologies were accepted and approved with aif.
3. **DECLARATIONS OF INTERESTS FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £50** –
 - a) To receive declarations of disclosable pecuniary interests; other registerable and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – there were no interests declared for the meeting.
 - b) To receive notification of gifts or hospitality exceeding £50 – there were none submitted.
 - c) To note the determination of requests for dispensations in accordance with Council’s Dispensation Policy – there were none to be reported.
4. **MINUTES OF PREVIOUS MEETINGS** : (*all as previously circulated*) to receive and consider minutes:
 - a) Committees Meeting of 18th September 2024 – **it was resolved to approve the minutes as previously circulated and to give consent for the Chair to sign the approved minutes as true and accurate record of the proceedings that took place, in accordance with legislation, aif.**
5. **PUBLIC FORUM** –
 - a) To receive comments from members of the public in attendance on the agenda submitted – there were no comments submitted.
 - b) To receive comments from members of the public on matters relating to Thurston – there were no comments submitted.
6. **TO CONSIDER MATTERS RELATING TO PLANNING:**
 - a) Planning Applications to be considered by the Council received from Mid Suffolk District Council – None received.
 - b) To receive notification of planning applications determined by the LPA:
 - i. DC/24/03558 - Discharge of Conditions Application for DC/20/01716 - Conditions 7 (Construction Management Plan), 29 (Construction Surface Water Management Plan) and 31 (Construction Environmental Management Plan for Biodiversity). Location: Land on the north side of Norton Road.
 - ii. DC/24/03199 – Planning Permission - Creation of access off Beyton Road. Stopping up of existing access onto Pepper Lane. (Retention of). Location: Land at Beyton Road.
 - iii. Appeal Ref: APP/W3520/D/24/3342065 - appeal is allowed and planning permission is granted for a shed, greenhouse and picket fence at 2 Rooks Mead, Barrells Road, in accordance with the terms of the application Ref: DC/23/05885.
 - iv. DC/24/03897 – Approval for a non-material Amendment relating to DC/17/04014 - Use of Hardie plank (Midnight Black RAL 9004) instead of feather board on the external walls. Location: Glenfell, 62 Barton Road

So approved and signed at the meeting of 20th November 2024

- c) Parish Liaison Meeting with Vistry – to receive the notes of the latest Parish Liaison meeting and to note the next meeting date of 8th November 2024 at 9.00am – the meeting noted that the Interim Travel Plan for Cavendish View was expected in the next two weeks and that the build programme was on schedule so, barring any weather-related delays, the end date on site was expected to be August 2026. It was confirmed that no access to the woodland was currently possible due to safety concerns however the parish council would be welcome to a controlled visit as soon as this had been addressed. It was confirmed that the drainage issues at the front of the site were to be remedied, and work would start on 28th October with traffic light controls. Work is expected to take two weeks and will involve the removal of trees and hedges to facilitate work to the swales. Vistry confirmed that any removed trees would be replanted in other Public Open Space areas and new trees and hedges would be planted on completion of the drainage works. The next meeting date of 8th November at 9am was noted.
- d) Parish Liaison Meeting with Bloor Homes – to receive the notes of the latest Parish Liaison meeting and to note the next meeting date of 6th November 2024 at 2.00pm – members noted that the incident relating to a lorry using a non-designated route had been investigated and all are satisfied that this was a one-off incident. It is anticipated that Bloor will take over from DA Cant as principal contractor at the end of November once works are complete to Fishwick Corner, the groundworks, and the compound area. Provisional start dates were noted; northern access early January 2025, Pokeridge Corner March 2025, Barton Road mini roundabout May/June 2025, designs for these works are still to be approved by Suffolk Highways. It was noted that some trees would be removed/coppiced along Mount Road due to visibility issues at the new junction and that all these trees had been identified within the submitted paperwork and as such had been granted approval. The next meeting date of 6th November 2024 at 2.00pm was noted.
- e) To receive the update from Suffolk County Council relating to Thurston Highway Improvements and their current status as at October 2024 – The summary of various works planned for Thurston under s278 and s106 agreements was noted. Confirmation of what is expected, provisional timelines and responsibility in a clear format was welcomed. The affirmation from SCC that they will be undertaking close liaison with the developers throughout the process, including during construction was noted. The update from the Department of Growth, Highways and Infrastructure at SCC based on their information from Bloor Homes, the developer providing the Fishwick Corner junction improvements, confirmed the road closure in phases from 25 October to 18 November to connect the new road to existing with a programme finish anticipated for 22 November was noted. It was confirmed that all the information in the update has been added to the parish council website. Cllr Balaam expressed concerns around the work being undertaken at Ixworth Road and referenced email correspondence with SCC Councillors that gave some explanation and offered a meeting with SCC Highways engineers. It was suggested that this offer be taken up with a site meeting to be arranged.

7. TO CONSIDER MATTERS RELATING TO NETWORK RAIL:

- a) To receive an update on the feasibility study relating to the Thurston Station Level Crossing as submitted by the Professional Lead – Key Site and Infrastructure (BMSDC) and to note the preferred option. - the meeting noted that following the completion and submission of the Feasibility Study by Network Rail in April 2024 Mid Suffolk Cabinet members have listened to feedback on the options, met with Network Rail and have agreed the preferred option was the subway proposal. A new CIL bid seeking £6,000 has been submitted by Network Rail to take the subway proposal to ES3/4 level which will develop a pre cost estimate and schedule for the single option section and endorsement. The intention by MSDC is to carry out a consultation and recommend approval of the CIL bid. Network Rail consider this should be sufficient to achieve the single option selection and endorsement so that funding sources can then be explored for the infrastructure.
- b) To receive and comment upon the Consultation – Community Infrastructure Levy (CIL) Bid Round 14 – Position Statement for Compliant Bid Project Reference M24-20 in the sum of £6000 (*00094495-CIL Bid Consultation & CIL Fund Application Form*) - **it was agreed that any objections at this stage in the process could result in delays and although concerns were expressed that further stages could result in much higher applications for CIL funding this current bid should be supported with aif.**
- c) Council to note a request has been submitted to Peter Prinsley, MP for a meeting to discuss this matter moving forward – the meeting noted the request and the lack of a response to date.

So approved and signed at the meeting of 20th November 2024

8. TO CONSIDER MATTERS RELATING TO LEISURE AND ENVIRONMENT:

- a) To receive and consider matters relating to the monthly risk assessment reports for Heath Road, Thedwastre Park, New Green and The Recreation Ground play areas – It was noted that generally all issues reported were of a low-risk nature and would be dealt with by officers.

Heath Road – The replacement cradle swing is planned for order. The replacement of the litter bin has been actioned. The diseased Horse Chestnut tree has been felled.

New Green and Thedwastre Park – The recent Kompan quarterly operational inspection was noted with a small number of low-risk issues highlighted which will be dealt with by officers. The grass mats under some items of equipment will be monitored for separating and lifting. It was acknowledged that some cleaning of picnic tables and algae on equipment plus tightening of fixings and replacement of caps has been highlighted and that it is difficult to action this type of job. Sourcing a contractor to carry out this type of work is almost impossible and officers have no time available to do this. Volunteers from amongst councillors was sought if any had relevant skills to address these issues.

The missing handles on the Thurst Activity trail are still awaited with an install date of November expected.

Recreation Ground – It was noted that the sign at School Lane entrance was loose on the pole and this would be monitored. Cradle swing seats are dirty with one showing a small tear in the rubber.

- b) To receive the final Biodiversity Audit of council landholdings from Suffolk Wildlife Trust's Wilder Ecology - It was confirmed that the final report had been received and circulated in its full form and as a precis document from the deputy clerk. It was noted that recommendations within the report would form part of the Action Plan going forward and the report itself would feed into any review of the Neighbourhood Plan. It was suggested that renewal of the council's subscription to Suffolk Wildlife Trust be considered.
- c) To receive the draft Biodiversity Action Plan and to form a Working Group to take forward consideration of any actions/strategies to be implemented to ensure compliance with the council's duty to maintain, improve and enhance biodiversity – It was noted that the draft action plan currently included all information sourced from various reports and investigations and now needed refining into a working document that would take forward specific projects that would ensure compliance with the requirements. It was acknowledged that creation of the action plan would take time and would be more manageable in a small group of knowledgeable members who had an interest in the subject. **It was resolved to establish a Biodiversity Action Plan Working Group to consist of at least two councillors and council officers to take forward the drafting of a Biodiversity Action Plan. The members may invite other parties with relevant experience to contribute to the Working Group and will research available data and information, consider any actions to be implemented and prepare recommendations to Full Council of any actions required, aif.**
- d) To approve the Terms of Reference of the Biodiversity Action Plan Working Group – **The Terms of Reference were approved as drafted with aif.**
- e) To note the Local Nature Recovery Strategy engagement event for Town and Parish Councils on 15th October – The Deputy Clerk reported on her attendance on the online webinar. Norfolk and Suffolk have joined forces to produce their strategy which is a requirement introduced by the Environment Act 2021. They have accumulated a massive amount of data around species and habitat in the counties and are using a mapping tool to record all findings before using strict scoring criteria to reduce this down to a short list of the most important key species and habitat on which to concentrate their efforts and so focus on where recovery can practically happen. Stakeholders are encouraged to contribute to the mapping process and to use this resource if it can be of benefit to local plans for nature recovery.

9. TO CONFIRM THE DATE OF FUTURE MEETINGS:

- a) Council meeting – 6th November 2024 – commencing at 7.00pm in the Community Library, Norton Road.
- b) Council's Committees Meeting - 20th November 2024 – commencing at 7.00pm in the Community Library, Norton Road.
- c) Policy and Resources Committee – 15th November 2024 – commencing at 10am – venue to be confirmed.

11. **CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 8.05pm

So approved and signed at the meeting of 20th November 2024

Appendix A - Glossary of Common Abbreviations used

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| Aif | All in favour |
| AGAR | Annual Governance and Accountability Return |
| APM | Annual Parish Meeting |
| ASB | Anti-social Behaviour |
| BACS | Bankers Automated Clearing Services |
| BUAB | Built Up Area Boundary |
| BMSDC | Babergh & Mid Suffolk District Councils |
| BNG | Biodiversity Net Gain |
| CC | Credit Card |
| CAS | Community Action Suffolk |
| CCG | Clinical Commissioning Group |
| CEO | Chief Executive Officer |
| Chq. | Cheque |
| Cllr. | Councillor |
| CMP | Construction Management Programme |
| Cttee. | Committee |
| DC | District Council |
| DCLG | Department of Communities and Local Government |
| DD | Direct Debit |
| FOI | Freedom of Information |
| FR | Financial Regulations |
| GA | Greater Anglia |
| GPoC | General Power of Competence |
| HMRC | Her Majesty's Revenue and Customs |
| HRA | Habitats Regulations Assessment |
| LGBCE | Local Government Boundary Commission for England |
| LHB | Locality Highways Budget |
| LPA | Local Planning Authority |
| MSDC | Mid Suffolk District Council |
| NEAP | Neighbourhood Equipped Area for Play |
| NHS | National Health Service |
| NDP | Neighbourhood Development Plan |
| NP | Neighbourhood Plan |
| NR | Network Rail |
| PC | Parish Council |
| PCSO | Police Community Support Officer |
| Pdf | Portable Document Format |
| PIIP | Parish Infrastructure Investment Plan |
| PROW | Public Rights of Way |
| RAAC | Reinforced Autoclaved Aerated Concrete |
| RFO | Responsible Financial Officer |
| SARS | Suffolk Accident Rescue Service |
| SEA | Strategic Environmental Assessment |
| SALC | Suffolk Association of Local Councils |
| SCC | Suffolk County Council |
| SID | Speed Indicator Device |
| SLA | Service Level Agreement |
| SNT | SaferNeighbourhood Team |
| SO | Standing Order |
| SPS | Suffolk Preservation Society |
| TCC | Thurston Community College |
| TOR | Terms of Reference |
| TPO | Tree Preservation Order |
| TPS | Thurston Primary School |
| TRO | Traffic Regulation Order |
| VAS | Vehicle Activated Sign |
| VCSE | Voluntary, community and social enterprise organisations |

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