

## THURSTON PARISH COUNCIL

MINUTES of the COUNCIL's COMMITTEES MEETING held on Wednesday 20<sup>th</sup> November 2024 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

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

Also in attendance: Mrs Waples, Parish Clerk and Mrs Gladwell, Deputy Parish Clerk. There were no members of the 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 Cllrs. Balaam, Millest and 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 16<sup>th</sup> October 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 members in attendance.
  - b) To receive comments from members of the public on matters relating to Thurston – no comments had been 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.
    - i. DC/24/04860 - Application for works to trees subject to a Tree Preservation Order MS85/T10 -(T1) - Oak remove all dead wood and lift canopy by 4.5 meters from ground level as the tree is heavily Low. Location: 39 Genesta Drive – it was agreed that the application was straightforward, and the works were deemed to be of general maintenance and as such the meeting **resolved to recommend the application for approval, aif.**
    - ii. DC/24/04825 - Householder Application - Conversion of garage to additional living accommodation forming study and garden store. Location: 30 Howes Avenue – all noted that the design and access statement drew attention to the precedent that had been set with other similar conversions in the area. As the proposal was existing fabric of the building, it was **resolved that the application be submitted for approval, aif.**
  - b) To receive notification of planning applications determined by the LPA:
    - i. DC/24/04290 - Discharge of Conditions Application for DC/21/04549 - Condition 24 (Sound and Ventilation Scheme) Location: Land on the south side of Heath Road.

Signed.....

18<sup>th</sup> December 2024

- ii. DC/24/03949 - Listed Building Consent - Internal alterations, new first floor ensuite, alterations to existing attic storey ensuite. Location: Manor Farm, Pakenham Road.
- iii. DC/24/03304 - Advertisement Consent - Construction of 2 No. 'Coming Soon' Stack Sign V Boards and 4 No. flagpoles, (one sign located on the western boundary of the development, and the other on the northern boundary). Location: Land south-west of Beyton Road.
- iv. DC/24/04620 - Discharge of Conditions Application for DC/24/03686 - Condition 3 (Biodiversity Enhancement Measures) Location: 2 Rylands Close.
- v. DC/24/03857 - Discharge of Conditions Application for DC/20/05894 - Condition 7 (Air Source Heat Pump Noise Attenuation) Location: Land south-west of Beyton Road.
- vi. DC/24/03451 – Refusal of planning permission following the Application under S73 for the Removal of Variation of a Condition following submission of DC/22/00603 dated 20/11/2023 - Town and Country Planning Act 1990 (as amended) – Erection of 1 No. dwelling, cart lodge with games room over and new vehicular access (following demolition of outbuildings) installation of ground source heat pump and solar panels, creation of pond, landscaping and sewage treatment plant, pond, landscaping, sewage treatment plant and vehicular access - To vary Condition 2 (Approved Plans and Documents) - To allow for demolition of outbuildings on site. Land At Mill Farm, Barton Road.
- vii. DC/24/04177 – Non-material amendment relating 1341/03 - to a) amend the utility window (see drawing 2B), b) change the external facing material of the lean to from render to weatherboard (see drawing B), c) confirm the external facing material specification is acceptable (see drawing B),d) add a condition listing the approved drawings (Drawing 2B) to the decision notice. Location: Syringa, Wyards Lane.
- viii. DC/24/04027 - Discharge of Conditions Application for DC/24/01280 - Condition 3 (Roof Covering Materials), Condition 4 (Hardstanding Materials), Condition 10 (Dust Management), Condition 11 (Construction Management) and Condition 12 (Neighbour Notification) Location: Nether Hall, Church Hill.
- ix. DC/24/03686 – Planning permission for the erection of a single storey rear extension Location: 2 Rylands Close.
- x. DC/24/01407 – Planning permission - Erection of 1 No. dwelling and garage and associated landscaping. Location: Harvey's Garden Plants, Great Green.
- xi. DC/24/04575 – Permission for works to a Tree Preservation Order - MS52/A1 (T1) Apple tree – reducing branches back by 1/4 as overhanging fence onto footpath, (T2 + T3) Norway Maple Trees - Re-pollarding back to previous points to allow more light into garden and keep branches away from house. Location 2 Norton Road.

## 7. TO CONSIDER THE FOLOWING CIL BID SUBMITTED TO MID SUFFOLK DISTRICT COUNCIL

- a) CIL Bid submitted to be determined against the Ringfenced Infrastructure Funds and Local Infrastructure Funds - Project M23-29 – Thurston Community College, Phase 1 Expansion - Additional Land and School/Community Facilities (Resubmission) - from the Ringfenced Infrastructure Fund (Walsham-le-Willows, Badwell Ash, Thurston, Elmswell and Woolpit) and Strategic Infrastructure Fund – the reduced bid from the strategic pot was seen to be a positive move but the local issue with regards to the lack of car parking and drop off spaces would be impacted. All understood the bid being proposed was for the remaining RPI indexed costs associated with the land purchase and the costs to secure the site appropriately for the school for future use. The bid was therefore in lieu of the school rebuild and until the DfE had outlined their plans for future expansion of the school, this would allow the site to be a usable space for the school until such time as that rebuilt took place. It was resolved that the parish council's disappointment that the community had lost access to a community benefit due to the prevacation of other parties involved in the negotiation process should be communicated to all connected to the project, aif. It was further **resolved that the time delays had resulted in a project of limited value to the whole community as opposed to that which was originally proposed which would have provided a realistic project for the benefit of the whole of the community, aif.** The meeting recognised that the purchase of the land needed to be realised to ensure that the land was secured for future needs of the school.

**8. 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) – the meeting was updated with a statement from the Professional Lead for Key Sites and Infrastructure in which it was confirmed that Network Rail had stated on 21<sup>st</sup> October that the Feasibility Study document contained commercially sensitive information. They have made suggestions about redaction including the production of a summary to be produced by the Council. It was stated that this was something that required further thought and discussion and this has not yet occurred. They would advise of any outcomes when this had been fully considered and the way forward had been agreed. The Clerk made the meeting aware of comments made by Network Rail Public Affairs Department in which it was stated that whilst they were willing to continue supporting aspirations to close the crossing, and that this, in doing so, would allow passengers to cross the line more safely whilst improving the accessibility of the station (once a solution was found), it was clarified that the crossing hadn't been identified as needing to be closed as part of a wider programme such as the Ely Area Capacity Enhancement scheme.
- b) To note communication on the Community Infrastructure Levy (CIL) Bid Round 14 - Position Statement for Compliant Bid Project Reference M24-20 in the sum of £6,000 – an update by the Professional Lead on this and CIL Bid M24-22 was also given as follows: M24-20 has been approved using delegated powers and it will be reported to Cabinet for noting only on 10<sup>th</sup> December 2024. The CIL Bid offer letter will be sent to Network Rail very shortly confirming the CIL award for the pre ES3 work. A further CIL Bid has been submitted for the ES3 stage in the October Bid round. This CIL Bid M24-22 is not fully populated because the pre ES3 work needs to be undertaken and will therefore be held in abeyance. At the appropriate stage there will be consultation on the latter CIL Bid when fully populated/as appropriate. The meeting was also made aware over concerns being raised that whilst MSDC were committing CIL monies upfront for the ES3 stage work no assurances had been given that capital funding could be made available (within the current CDEL constraints) to deliver the preferred solution if one was to be confirmed.
- c) To note the draft response from MARPA to the Suffolk LTP – all noted the response and agreed that it was comprehensive and relevant to the concerns as a rail user group.

**9. 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. Generally it was noted that there were issues with the approved contractor undertaking works relating to the replacement of some of the items that have been ordered in a timely manner and officers were looking to address this situation.  
**Heath Road** – most items identified within the risk assessment report were of low risk.  
**New Green and Thedwastre Park** – a verbal update was given which confirmed that there were no issues to note. A bench in the Wildlife Area on New Green was also loose in its foundations.  
**Recreation Ground** – a verbal update was given confirming that there were no major issues to report. It was noted that the bin on the recreation ground had poor catches and needed replacing and a couple of benches were noted as being loose in their foundations.
- b) To note the 1<sup>st</sup> meeting of the Biodiversity Action Plan working Group is scheduled for 22<sup>nd</sup> November 2024 – council noted the date, time and venue of the meeting.
- c) Thermal Imaging Camera – following advice given; the Deputy Clerk confirmed that the project co-ordinators actively encouraged that the cameras be used for public buildings. An invite had been extended to both New Green and Cavendish Hall trustees to take advantage of the camera and the Recreation Ground Charity Committee would seek permission to carry out a similar assessment on the pavilion on the Recreation Ground, Church Road.

**10. TO CONFIRM THE DATE OF FUTURE MEETINGS:**

- a) Council meeting – 4<sup>th</sup> December 2024 – commencing at 7.00pm in the Community Library, Norton Road.
- b) Council's Committees Meeting – 18<sup>th</sup> December 2024 – commencing at 7.00pm in the Community Library, Norton Road.

Signed.....

18<sup>th</sup> December 2024

- 11. **TO RESOLVED THAT UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED –**
  - a) To receive and consider quotations for tree work specified as Medium Priority in the recent Tree Inspection Survey at the Recreation Ground, Church Road – all agreed that the work previously carried out by the contractor appointed to undertake the High Priority work was of a sufficient standard to form part of the recommendation to reappoint Leon Brown to carry out the works identified within the recent tree inspection survey as medium priority. Cost to carry out the works was confirmed at £1,125.00.
  
- 12. **CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 7.49pm.

DRAFT

## Appendix A - Glossary of Common Abbreviations used

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