

## THURSTON PARISH COUNCIL

MINUTES of the ANNUAL COUNCIL MEETING held on Wednesday 1<sup>st</sup> May 2024 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

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

Also in attendance: County Cllr Otton (in part), District Cllr. Bradbury (in part) and Mrs Waples, Parish Clerk.

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. **ELECTION OF CHAIR INCLUDING SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE FOR THE POSITION** - following acceptance of his nomination, **Cllr. Dashper was proposed and approved by all to continue in the role of Chair, aif.** Cllr. Dashper signed the Declaration of Acceptance of Office which was countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.
3. **ELECTION OF VICE- CHAIR INCLUDING THE SIGNING OF THE DELCARATION OF ACCEPTANCE OF OFFICE FOR THE POSITION** – following acceptance of his nomination, **Cllr. Rainbow was proposed and approved by all to continue in the role of Vice-Chair, aif.** Cllr. Rainbow signed the Declaration of Acceptance of Office which was countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.
4. **APOLOGIES** –
  - a) Verified apologies of absence were received from Cllr. Moy.
  - b) **Council consented to accept the apologies as submitted, aif.**
  - c) The meeting noted apologies of absence from Deputy Clerk Mrs Gladwell; District Cllr. Davies and PCSO Brown.
  - d) The meeting noted that the Clerk had been informed by the District Council that no election had been requested for the latest casual vacancy and council was free to co-opt as soon as possible.
5. **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 – Cllr. West declared an interest for agenda Item 12h as he was the treasurer of TCP. There were no further 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.
6. **MINUTES OF THE FOLLOWING MEETINGS: (all as previously circulated):**
  - a) To approve the following minutes: full Council Meeting of 3<sup>RD</sup> April 2024 – it was resolved to approve **the minutes as previously circulated, aif. It was resolved to give permission for the Chair to sign the minutes as a true and accurate record of the proceedings that took place, in accordance with legislation, aif.**
  - b) Council to note Draft and Approved minutes of the following committees are available to view online at <https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes/>: for the following Committees: Planning; Policy & Resources Committee and Leisure & Environment Committee.
7. **REPORTS FOR INFORMATION** – the following reports were submitted: all of which can be viewed under Appendix C and D – (separate file).
  - Report from County Councillor Penny Otton – the written report was taken as read. The following matters were brought to the meeting’s attention:
    - Messages have been received over speeding on Stoney Lane.
    - Parking issues at the Library.
    - SCC – wildlife survey.
    - Norton Road – hedgerow by pedestrian crossing.

Signed.....

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- Report from District Cllrs. David Bradbury and Austin - the written report as submitted was taken as read along with the circulated release from BMSDC outlining the latest developments at both Councils. The following matters were drawn to the meeting's attention:
  - Reductions in speeding in village, happy to support. Traffic surveys insisted upon by SCC should not be necessary as the government already collects this speed data which is accessible to the county council highways department.
  - Persimmon Phase 2 – has had conversations over this.
  - Dead trees on College Park.
  - When questioned he was uncertain as to why the Gladman appeal result had not been made public when it was announced on social media. It was noted that MSDC had lost the JR.

## 8. POLICE MATTERS

- a) To receive a report from PCSO Brown, the match funded PCSO from Stowmarket Community Policing Team (CPT) on crimes relating to Thurston – the written report from PCSO Matthew Brown covering the month of April 2024 was circulated to all. A total of 34 calls had been submitted in the last month with 16 crimes recorded in the area. General PCSO Brown had been engaging with residents within the area to provide crime prevention and had been working with both schools over safeguarding issues. Thurston Community College had been made a priority for the CPT over recently reported incidences. He had also been working with partner agencies such as housing associations, MSDC and businesses within the area.
- b) To consider matters for referral to the Stowmarket CPT – there were no matters for onward referral.

## 9. PUBLIC FORUM –

- a) To receive matters of concern from members of the public in attendance on the agenda submitted – there were no members of the public in attendance.

## 10. STATUTORY BUSINESS –

- a) To receive nominations for the vacant posts of Councillor (3) – the Clerk confirmed that she had had no further contacts with members of the public who had expressed an interest in the position. The nomination would be considered by the Council at the next meeting.
- b) Land adjacent to 54 Barleyfields, Thurston – Council to receive the response regarding the acquisition of the land highlighted in red from Sustrans – the meeting was informed that the Clerk had repeated the council's offer in that as the Railway Paths Ltd were being relieved of a liability, the council's offer of £1 still stood. This had been noted by the surveyor acting on behalf of Railway Paths Ltd. Cllr. Dashper made the meeting aware that once the vegetation had been cleared it left an amount of rubble / concrete. He has subsequently cleared all of the rubbish from the site, four barrels load, and informed council that a skip will be required to remove the cleared rubbish. It was agreed that the charge for this should be attributable to the council.
- c) Council to consider and adopt a substitution policy for Council's committees (*Paper entitled Substitution Policy 2024*) – having reviewed the submitted paper and following agreement from those nominated as substitutes, it was **resolved to adopt the policy with immediate effect, aif**. All noted the procedure to be followed in terms of summons and attendance.
- d) Councillors to consider and approve the revised Terms of Reference for committees (*Paper entitled Terms of Reference*) – it was **resolved to adopt the revised terms of reference as outlined in the one document, aif**.
- e) Councillors to reconfirm appointments to committees, outside bodies and parish appointed positions (*Paper entitled Parish Council Structure*) – all **agreed that current appointments stood and noted the vacancies for outside representation, aif**.
- f) Council to note that, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed as the Council's Responsible Financial Officer for the Council as part of her contract of employment – the appointment was so noted.
- g) To elect a Chairman of the Recreation Ground Trust Committee – following acceptance of his nomination, **Cllr. Rainbow was proposed and approved by all to continue in the role of Chair of the Committee, aif**. Cllr. Rainbow signed the Declaration of Acceptance of Office which was countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.
- h) To ratify the appointment of Miss Laura Bumstead as the Thurston Newsletter Editor – following the recommendation from the Clerk, **it was resolved to ratify the appointment of Miss Luara Bumstead as Newsletter Editor, aif**.

Signed.....

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- i) To review and adopt the latest version of Standing Orders for Thurston Parish Council – **it was resolved to suspend any review until the June meeting when it is assumed the Model FRs will have finalised and circulated, aif.**
- j) To review and adopt the latest version of Financial Regulations for Thurston Parish Council – **it was resolved to suspend any review until the June meeting when it is assumed the Model FRs will have finalised and circulated, aif.**

#### 11. TO CONSIDER MATTERS RELATING TO NETWORK RAIL:

- a) To receive an update from the Clerk on the feasibility study relating to the Thurston Station Level Crossing to be conducted by Network Rail – the Clerk provided the meeting with the following update: the data of all the multiple transport mode surveys which took place at the end of February/start of March by SCC had been shared with Network Rail as the lead for this project. As the owners of this data, Network Rail will make any decision on releasing this data as part of their own internal policy. SCC own a copy but, will not be sharing wider as agreed with Network Rail until instructed otherwise. The Clerk confirmed that she and Cllr. Otton were actively chasing for a follow-up meeting on progress on this study.
- b) To note receipt of the Mid Anglia Rail Passengers' Association (MARPA) Spring 2024 Newsletter – all noted the contents of the newsletter.

#### 12. FINANCE:

- a) To approve the accounts awaiting payment including those coming forth (*Paper 1 – 01.05.24*) - the items awaiting payment were verified and explanations given where appropriate. **All were in agreement to approve those items as submitted under Paper 1 for payment, as seen at Appendix B, aif.**
- b) To retrospectively approve the accounts paid since the last meeting (*Paper 2 – 01.05.24*) - **the meeting retrospectively approved those payments that had been made away from the meeting as detailed under Paper 2 as seen at Appendix B, aif.**
- c) To note receipts allocated since the last meeting (*Paper 3 – 01.05.24*) - Council noted the receipt of monies received as identified at Appendix B and in particular the 1<sup>st</sup> tranche of the precept for the year 2024-2025 in the sum of £88,680.00 and a CIL Receipt £37,281.00.
- d) To consider and receive the Bank Reconciliation for the period ending 30<sup>th</sup> April 2024 (*Paper 4 – 01.05.24*) - Council noted the overall bank balances of £304,271.59 across both accounts held in the name of the Parish Council. All noted that Cllr. Rainbow would review the actual balances and sign in accordance with his role as Internal Controller. It was confirmed that the account to the end of March had been signed off.
- e) To note the CIL report for April 2024 including nominal sums for potential CIL expenditure for the coming year and receipts received (*Paper 5 – 01.05.24*) – all noted the current CIL position which showed receipts in the sum of £37,281, incurred expenditure in the sum of £1,125 giving a balance of retained funds in the sum of £208,126. Council noted the details of the allocated funds for the year (committed) expenditure in the sum of £125,351.
- f) Council to approve expenditure to the fencing around the war memorial in the sum of £620.00 plus VAT (*Paper 6 – 01.05.24*) – **Council resolved to accept the works to the fencing around the war memorial in the sum of £620.00, aif.**
- g) Council to consider the CIL bid submitted by Cavendish Hall for Chairs following receipt of further information (*Paper 7 – 01.05.24*) – following clarification as to the breakdown of funding already sourced, it was **resolved to support the original CIL bid in the sum of £3,383, aif.** The Clerk would inform the Cavendish Hall Management Committee.
- h) To consider the request to allow TCP to retain the balance of £3,567 from the original CIL bid of £9,064 to allow for future productions to take place (*Paper 8 – 01.05.24*) – **it was resolved that TCP be allocated the balance from the CIL bid for the initial production in the sum of £3,567 as a future commitment to be called upon by TCP once fully constituted, approved by those eligible to vote. It was further agreed that if there was not another performance or the structure failed then the money will need to be retained, approved by those eligible to vote.** The Clerk would notify TCP accordingly and reference that £4,008.43 from ticket sales for the Cinderella production was being held as an earmarked reserve to be called upon by TCP once fully constituted.

Signed.....

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- i) To receive and approve the Asset Register for the year ending 31<sup>st</sup> March 2024 (*Paper 9 – 01.05.24*) – Council received and **resolved that the asset register in the sum of £398,609.85 as at 31<sup>st</sup> March 2024 was a true and accurate reflection of the assets held by the Council at that point in time, aif.**
- j) To approve the Statement of Accounts for Thurston Parish Council for the year ending 31<sup>st</sup> March 2024 (*Paper 10 - 01.05.24*) – **Council accepted and approved the accounts for the year noting that the carried forward figure was the same as that declared as the year-end bank reconciliation which had been formally approved at the previous meeting, aif.** The Clerk provided the meeting with an explanation as to the high level of earmarked reserves and the reasoning behind why the general reserve was not in accordance with council’s adopted reserve policy.
- k) To receive and approve, as sole trustee, the Annual Accounts for the Recreation Ground Charity (304946) for the year ending 31<sup>st</sup> March 2024 (*Paper 11 – 01.05.24*) – **Council resolved to accept and approve the accounts for the year ending 31<sup>st</sup> March 2024, aif.**
- l) To receive the internal audit for the year ending 31<sup>st</sup> March 2024 as carried out by Trevor Brown, CPFA – Council noted and **resolved to accept the internal audit report noting that the clerk will action the recommendation to divest council’s finances over the coming months, aif.** Thanks were offered to the Clerk for the work involved in the end of year process as well as obtaining a clear audit.
- m) To consider and approve the completion of the Annual Governance Statement (Section 1) for the year ending 31<sup>st</sup> March 2024 as per the Annual Governance and Accountability Return (AGAR) – Council to provide explanations for responses in the negative (*Paper 12 – 01.05.24*) – **it was resolved that Council was able to answer in the affirmative to the statements posed and that the Chair be authorised to sign the Annual Governance Statement, aif.**
- n) To consider and approve the Accounting Statements for the year ending 31<sup>st</sup> March 2024 as transposed onto the AGAR (*Paper 13 – 01.05.24*) - **it was resolved to agree that the Accounting Statements as written, and which were a summary of the Statement of Accounts as approved under 13j, reflected the Council’s overall financial position and were adopted as such, aif. It was further resolved to agree that the Chair be authorised to sign the Accounting Statements as written, aif.**
- o) To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2024-2025 (*Paper Annual Payments 2024-25 & Paper Annual Subscriptions 2024-25*) – Council noted the list of payments and **resolved that such payments be made provided that they were reported back to Council as retrospective payments once expenditure had been incurred, aif.**
- p) Council to reconfirm, in accordance with FR 6.9 & 6.10 its acceptance for the of BACS (Bank Transfer) for the settlement of its invoices / requests for payment, provided that such payments are authorised by two bank signatories, and the evidence of such authorisation is retained, and any payments are reported to council as having been made (*Paper 14 – 01.05.24*) – **Council resolved to confirm its acceptance of the use of BACS for the settlement of its invoices and resolved that the policy was acceptable practice, aif.**
- q) Council to consider the quotation from DRS Commercial Doors Specialist to automate the existing swing door (front door) complete with full safety for compliance with EN 16005 in the sum of £2,756.31 plus cost to provide a power supply point (estimated at £100) (*Paper 15 – DRS Quote QUO13586*) – whilst it was disappointing that the newly installed doors did not meet the requirements of the parish council office in terms of accessibility, **the meeting resolved to accept the costs to automate the existing front door at a cost of £2,756.31 with the funds to be taken from the Neighbourhood CIL pot, aif.**

### 13. TO CONSIDER MATTERS RELATING TO THE COMMUNITY OF THURSTON:

- a) To receive any matters relating to the partnership working with the PCC in the production of the Thurston Community Newsletter – it was confirmed that the Clerk had completed the production of the May newsletter and thanks were offered to Cllr. Morris and the Deputy Clerk for their assistance with the delivery of the newsletter to the distributors and Cllr. West for his assistance in distributing the newsletter to residents on College Park. It was also noted that thanks had been offered to a resident who had kindly covered a delivery round on behalf of the council.
- b) To receive an update on the Taxi-Bus Service – Thurston to Bury St Edmunds – *covered under 13c below*
- c) To receive an update on the Grant Offer under the BSIP to deliver enhancements to the Village Connections DRT Scheme - an update was given following the meeting between the four parishes to discuss how best to manage the service. Discussion had covered off the possibility of reducing the price of the current provision;

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introduction of a service to Bury St Edmunds to include the hospital and the introduction of a new service on a separate day to Stowmarket. Whilst Vertas have indicated that they were happy with the current financial arrangement into Bury St Edmunds, costs would need to be ascertain for the new routes being proposed. The meeting agreed that they would pursue the option for a reduce cost for the existing service and trial a new route into Stowmarket on a Thursday starting late Spring.

- d) To note the inclusive and accessible play equipment is to be installed at the fence play area on the New Green public open space on 7<sup>th</sup> May 2024 – council noted that this would now commence on 15<sup>th</sup> May instead of 7<sup>th</sup> and that practical completion would be by 24<sup>th</sup> May 2024. The Clerk confirmed that, as the tenant under the occupying licence held with the landowners, she had informed them of the work to be carried out and sought their permission and approval. This had been duly given.
- e) Devolution – it was noted that the level of deal would give control over education and transport including 16m all contingent on a leader being elected. It was agreed that at this stage, it was not necessary for the parish council to submit a comment.
- f) MSDC District CIL - CIL Bid Round 13 – the council noted that the Bid Round 13 for CIL funding applications from the District CIL will be open from 1<sup>st</sup> May and will close at 12.00pm on 31<sup>st</sup> May 2024.

#### 14. TO CONSIDER MATTERS RELATING TO PLANNING:

- a) To receive an update of the Council Liaison Meeting with Vistry (Linden Homes) held on 22<sup>nd</sup> March 2024 commencing at 9.30am – all noted that the Clerk was still waiting for a response and would chase for a date later in May 2024.
- b) DC/23/02429 & DC/23/02430 – to receive an update on the status of both planning applications – it was confirmed that this matter had still not been allocated to the planning committee as had been promised as a request for even further information had been submitted to the agent who would be seeking to respond to the queries now submitted. Concern was raised at the issues this delay caused and its potential impact on the community benefits being offered to the parish of Thurston. It was stated that the case officer had requested that the additional information required was to satisfy consultees that the proposals are acceptable with mitigation. Following discussion over the delays and the impact on the community benefits, the Chair agreed that he and the Clerk would discuss the best way of communicating to the CEO the council's dissatisfaction with the process and the manner in which these applications were being handled.
- c) To receive an update on matters relating to Ixworth Road – as had been advised at the last two meetings, SCC had still to agree a way forward with Persimmon over the items raised in the Safety Audit.
- d) To receive an update on works to Footpath TH6 - Norton Road to Church Road - the Clerk confirmed that she was still awaiting an update from the Development Manager at SCC as to when the upgrade to these works would be completed as part of the footway had been metalled.

#### 15. COUNCILLOR REPORTS:

- a) To report village matters of concern to the Clerk which, if appropriate, would be actioned under delegated powers:
  - Tree on Heath Road play area
- b) To receive items for information only from parish council appointed representatives on outside bodies / groups:
  - Library – Sensory Garden - planting all done; one bench installed. Gate still needs to be moved before the garden can be opened. AGM the previous week with Mr Fawcett being re-elected Chair and thanks were given to the Parish Clerk for carrying out the role of Treasurer.
  - New Green – issue with roles within the operation which was being addressed. There was a need for more trustees.
  - Cavendish Hall – issue with lack of trustees.

#### 16. CLERK'S REPORT – to receive and consider information from the Clerk and Deputy Clerk and in particular:

- a) To receive the reports of items actioned under delegated powers:
  - Highways Report 00449793 – inaction on the part of SCC Highways with regards to the crossing point between Denbury Homes and the Primary School. Despite a report from the PCSO stating that the overgrowth was an impediment to visibility, SCC Highways had stated that they would not be taking any action. Cllr. Otton and the Clerk had chased for this to be reassessed given that it was a prime route for

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those accessing the school. Cllr. Otton was awaiting a response from Cllr. Paul West, Portfolio Holder for Operational Highways and Flooding.

- Highways Report 00457132 – pothole on Stoney Lane – works has been ordered to address this issue.
- Leaning lamppost on College Park – this will be addressed by Persimmon’s own engineers.
- Woodland south of Beyton Road – it was noted that the Chair, Vice-Chair and Officers would be meeting shortly with the Estate Manager to discuss this area and possible long term future plans. This would be reported back at a future meeting.

- b) To note receipt of the findings of the Citizens Advice Bureau Cost of Living Forum as previously circulated to all Councillors – all noted the previously circulated report.
- c) To receive items for correspondence for noting only -
  - SALC Bulletins – these are circulated to all councillors once received.
  - Aspire of Thurston – following an introductory email from the Assistant Head in Aspire (Priory Sendat Academy) all agreed that the council would like to know more and would welcome suggestions as to how this could be achieved. The clerk agreed to feed this back to the Assistant Head.

**17. TO CONFIRM THE DATE OF FUTURE MEETINGS: all to take place in Thurston Community Library –**

- a) Planning Committee Meeting – 15<sup>th</sup> May 2024 - commencing at 6.30pm
- b) Leisure and Environment Committee Meeting – 15<sup>th</sup> May 2024 – commencing at 8.00pm.
- c) Council Meeting – 5<sup>th</sup> June 2024 – commencing at 7.00pm

**18. TO RESOLVE THAT UNDER THE PUBLIC BODIES (ADMISISON TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED – Council so resolved to go into camera for the following item on the grounds that staffing matters are confidential between the council and the staff members.**

- a) To note that the performance review for the Clerk has still to be completed.
- b) To consider the recommendation from the Recreation Ground Trust Committee for works to the rear of Cavendish Hall – following a review of the paper submitted by the Clerk and with reference to the recommendation from the Committee, Council agreed to Option 2 and **resolved to award the contract to carry out the works to the rear of the Cavendish Hall to Project Landscaping in the sum of £916.67 ex VAT, aif. It was also resolved that funding for the works would be allocated against the council’s Neighbourhood CIL pot as council considered this was to be regarded as enhancement of a community asset, aif.**

**19. CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 21.36pm.

**Appendix A - Glossary of Common Abbreviations used**

Aif	All in favour
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Signed.....

1<sup>st</sup> May 2024

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
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
CPT	Community Policing Team
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
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

**Appendix B - Accounts submitted for payment**

Accounts due for payment 3<sup>rd</sup> April 2024

Voucher

METHOD

NETT

VAT

TOTAL

Signed.....

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SHO Cleaning & Maintenance – Office Cleaning	2055	Bacs	108.00	0.00	108.00
Gipping Press –April Newsletter	2056	Bacs	1170.00	0.00	1170.00
The Parish Notice Board Company – 2 no parish noticeboards – 50%	2057	Bacs	937.50	187.50	1125.00
SALC – Training – Routine Play Inspection Course	2058	Bacs	220.00	44.00	264.00
Zurich Municipal – increase to insurance premium	2059	Bacs	82.39	0.00	82.39
Rilatas – software support and maintenance agreement	2060	Bacs	192.00	38.40	230.40
Suffolk cloud – website hosting and emails	2061	Bacs	120.00	0.00	120.00
Realise Futures – new bench (CIL)	2062	Bacs	586.99	117.40	704.39
New Green Community Trust – recycling credits due	2063	Bacs	762.96	0.00	762.96

**Accounts paid since 1<sup>st</sup> March 2024**

	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (March 24)	2031	SO	453.67	0.00	453.67
O2 – Mobile Phone – Feb - Mar 24 (Clerk's Phone)	2032	DD	11.00	2.20	13.20
BT – Pavilion Broadband (Feb – Mar 24)	2033	DD	37.95	7.59	45.54
O2 – Mobile Phone – Feb-Mar 24 (Editor's & Deputy Clerk's)	2034	DD	22.00	4.40	26.40
Adobe Systems Software – Acrobat Pro DC	2035	CC	16.64	3.33	19.97
Amazon – Garden Soil Tester – CIL Wildlife Garden	2036	CC	10.74	2.15	12.89
Amazon – Filing accessories	2037	CC	23.31	4.67	27.98
Amazon – Laptop Bag – x 2	2038	CC	33.89	6.78	40.67
Eurooffice – Inks	2039	CC	167.01	33.40	200.41
Aerial Direct – Broadband & office phone ( Feb -Mar 24)	2040	DD	81.75	16.35	98.10
Ashtons – Legal Fees for land transfer	2041	Bacs	6647.50	1291.49	7938.99
Sy Edmundsbury Theatre Services – TCP – CIL	2042	Bacs	2000.00	400.00	2400.00
Mid Suffolk Croquet Club	2043	Bacs	500.00	0.00	500.00
MARPA – Subscription	2044	Bacs	25.00	0.00	25.00
Kompan – New Green Play Inspection	2045	Bacs	334.52	66.90	401.42
TOP Garden Services – Wlidlife Area Works – NG	2046	Bacs	210.00	42.00	252.00
Salaries – March 2024	2047-2052	Bacs	10694.73	0.00	10694.73
Suffolk County Council – Street Lighting	2053	Bacs	5382.86	1076.58	6459.44
Sackers – Monthly emptying of bins at New Green	2054	DD	122.96	24.59	147.55

**Items paid following authorisation at meeting of 6<sup>th</sup> March 2024**

SHO Cleaning & Maintenance – Office Cleaning	2021	Bacs	96.00	0.00	96.00
Westcotec Ltd – Battery for VAS	2022	Bacs	91.50	18.30	109.80
SALC – Councillor Training	2023	Bacs	60.00	12.00	72.00
Gipping Press – March Newsletter	2024	Bacs	1152.00	0.00	1152.00
The Parish Notice Board Company – 2 no parish noticeboards – 50%	2025	Bacs	937.50	187.50	1125.00
TOP Garden Services – works to remove trees on POS New Green	2026	Bacs	240.00	48.00	288.00
TOP Garden Services – works to tress on POS New Green	2027	Bacs	360.00	72.00	432.00
J West (on behalf of TCP) – Expenses - CIL	2028	Bacs	298.12	0.00	298.12
Gage Computer Services – computer set-up and outlook problems	2029	Bacs	176.00	0.00	176.00
Thurston Community College – venue hire – TCP - CIL	2030	Bacs	2139.34	427.86	2567.20

**Receipts received since 1<sup>st</sup> February 2024**

	METHOD	NETT	VAT	TOTAL
Lloyds Bank – Interest	BACS	234.94	0.00	234.94
Newsletter adverts – renewals	BACS	1767.50	0.00	1767.50
Thurston Community Players – monies held on account	BACS	4008.43	0.00	4008.43
MSDC – Recycling Credits – August 23 – January 24	BACS	762.96	0.00	762.96

**Inter Account Transfers carried out**

Date of Transfer	Means	From Account	To Account	Amount Transferred	Reason for transfer
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1<sup>st</sup> May 2024



12.03.2024	TRF	1721	4092	£10,000.00	Funds
25.03.2024	TRF	1721	4092	£10,000.00	Funds

DRAFT

Signed.....

1<sup>st</sup> May 2024