

THURSTON PARISH COUNCIL

MINUTES of the MEETING held on Wednesday 1st September 2021 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

Present: Cllrs. Dashper (Chair), Cllrs. Cornell, Haley, Morris, Rainbow, Turner and West. Also in attendance: Mrs Waples, Parish Clerk; Mrs King, Deputy Clerk; District Cllr. Turner (in part) and one member of the public (in part).

1. **OPENING** – the Chairman 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) Apologies for absence were received from Cllr. Hay due to work commitments.
 - b) The meeting agreed to accept the apologies submitted, aif.
 - c) Apologies were noted from County Cllr. Otton and District Cllr. Richardson.
3. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25** –
 - a) To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature including gifts of hospitality exceeding £25 – there were no declarations received.
 - b) To receive declarations of lobbying for planning matters on the agenda – there were none declared.
 - c) To receive requests for dispensations – none had been received prior to the meeting.
4. **TO NOTE THE MINUTES OF THE FOLLOWING MEETINGS:** (*all as previously circulated*):
 - a) To note and approve the minutes of the following meetings:
 - Meeting of 4th August 2021 – Members approved the minutes as previously circulated and consented to the Chair signing the minutes as a true and accurate record of the proceedings that took place, aif.
 - b) To note the minutes of the Planning Committee:
 - Planning Meeting of 21st July 2021 – *Draft* - to be approved under delegated power at the next Planning Committee Meeting - Council noted the minutes as circulated.
5. **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 circulated report was taken as read with the contents noted.
 - Report from District Cllr. Turner – the circulated report was taken as read and the following points were brought to the meeting’s attention:
 - Meeting with Jo Churchill, MP and officers from BMSDC and the PC and the Ben Wragge Skate Park meant that there was the possibility of skate park moving forward
 - Bloor Homes Reserved Matters scheduled to be determined earlier that day had been withdrawn for further work and she would be meeting with their representative later that week to discuss her and the PC’s issues with the reserved matters application as submitted.
 - Report from District Cllr. Richardson – the written report as submitted was taken as read with the contents noted.
6. **PUBLIC FORUM** -
 - to receive questions and matters of concern from members of the public in attendance on the agenda for the evening – there were no comments from the member of the public present.
 - to receive comments relating to Thurston in general – lack of recreational facilities and open space given

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the growth of Thurston. Decisions taken by planning officers and strategic planning have been reactive as opposed to proactive. 2019 MSDC knew from their own Open Space and Strategy audits that there was a lack of sufficient facilities within the village and has done nothing to safeguard or provide them. There is a doubt that MSDC is implementing their own policies of working with the Parish Council and local clubs for developing open space and recreational facilities. They are aware that these facilities need land and in Thurston it is in increasingly short supply, and it was felt that the community had every right to expect CIL funds to be allocated to resolve this issue. It was confirmed that in response to an open letter to MP Jo Churchill, Councillors Harry Richardson, Wendy Turner and Penny Otton, The leader of Mid Suffolk District Council and to the Parish Council there would be a meeting at the end of September to discuss this issue.

7. POLICE MATTERS –

- a) To receive a report from PCSO Smith on crimes relating to Thurston – the report on policing activities for August 2021 had been previously circulated to all. A summary of the items dealt with will continue to be placed in the village newsletter on a monthly basis.
- b) To receive an update on the recruitment to the match funded post of PCSO for Thurston – Clerk confirmed that the vacancy advertisement for the match funded PCSO had been advertised internally with the closing date of 27th August 2021. At this stage it appeared that there were two interested persons. The Clerk agreed to chase Inspector McKay for an update.
- c) To consider matters for referral to Stowmarket SNT – there were no matters for referral.

8. STATUTORY BUSINESS –

- a) Parish Council vacancies – to consider candidates for co-option to the Parish Council to fill the current casual vacancies – it was confirmed that no-one had shown interest in being co-opted to the Council. Discussion was held as to how to raise the profile of the Council and the vacancies being held. The Clerk confirmed that the vacancies were advertised on the website and noticeboards
- b) To confirm the appointment of Cllr. James Hay as the Parish Tree Warden to be assisted by Cllr. Barbara Morris when appropriate – Council approved the appointment and Cllr. Morris agreed to inform the Chair of the Suffolk Tree Warden Scheme. All acknowledged the service that Cllr. Morris had given to this role and Council's thanks were given for her ongoing assistance in these matters.

9. PLANNING MATTERS TO BE BROUGHT TO THE ATTENTION OF THE COUNCIL:

- a) Planning Applications to be considered by the Parish Council: full details of the applications listed below are available to view online by visiting:
 - DC/21/03737 – full planning application – change of use of agricultural land to equine use and construction of a menage @ Stockhold Farm Cottage, Barrells Road – all agreed that there was no issue as long as the comments made by the Environmental Protection Officer were taken into account, aif.
 - DC/21/04351 – Application for planning permission without compliance of conditions – application under Section 73A of the Town and Country Planning Act – Variation of Condition 5 (Opening Hours) of planning permission 197/100 – erection of 3 No single storey retail units including Hot Takeaway Facility. To allow change of the opening hours for the takeaway unit from 8.00am-7.30pm Monday-Friday and 8.00am-9.00pm Saturday to 8.00am-9.00pm Monday-Sunday including bank holidays @ 26 Thurston Granary, Station Hill – Council was in agreement that the proposal should be supported, aif.
 - DC/21/04472 - Application for prior approval – Telecommunications – application to determine if prior approval is required for a proposed. Development by or on behalf of an electronic communications code operator for the purpose of the operators Electronic Communication Network in, on, over or under land controlled by that operator or in accordance with the electronics communication code. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 16, Class A – erection of 20m high Monopole, 6 No antennas, 2 x 600mm dishes, 7 No equipment cabinets and ancillary development @ New Green Community Centre, New Green

Avenue – resubmitted the application on the grounds of moving the area further up the car park from that already approved. It was agreed that the following were valid concerns proximity to the proposed recycling area in the car park; height of the monopole; location and impact on the ability to be able to service the recycling centre. Noted that they cannot share mast as this new one has a different function (emergency) but that the plans submitted showed that they were using the old plans for the recycling centre which has now changed. There was a concern that the equipment will be located too close to the 2.5 mtrs high acoustic fence which will fully enclose the recycling centre thereby creating issues for access and maintenance. The documentation makes reference to the consultation period undertaken, but this was for the previous plans and not the current one before the Council. All agreed that the PC should respond that they would request that this application be submitted as a full planning application as the PC could not make a decision due to the impact on what has already got planning permission (recycling centre) given the number of issues that needed to be resolved, aif,

- DC/21/04519 – Householder application – remove render and replace with hardie plank boarding to front elevation. Erection of front infill porch extension (following demolition of existing open porch) @ Tolcarne, Sandpit Lane – it was noted that this could have an impact on the street scene given the colour and scale of the boarding to be used. The meeting was in agreement that it would recommend refusal given the materials to be used and that this would be out of character of the area in which it was situated, aif.
- b) Planning Applications determined by the Local Planning Authority:
- DC/21/03706 – Prior approval is not required for the proposed demolition of buildings – demolition of former piggery buildings @ Mill Farm, Barton Road.
 - DC/21/03341 – Refusal of planning permission to secure approval for an amended design to replace drawing 1234-03E with 1234-03G in respect of Phase 3 Plot 2 (as approved under DC/21/01207) @ Plot 2, land south of Barrells Road
 - DC/21/03654 – Discharge of conditions application for DC/21/01615 – Condition 8 (Landscaping Scheme) @ land north of Cedars Close
 - DC/21/02655 - Planning Permission for the change of use of land for the provision of an 8-bin recycling collection point @ New Green Community Centre, New Green Avenue.
- c) To consider the conditions imposed on Planning Application DC/21/02655 and the manner in which they can be satisfied – all agreed that the Clerk should formally write to New Green informing them of the conditions imposed and enquiring whether they feel there would be any impediments to their agreeing to abide by them.
- d) Planning matters coming forth:
- To note that the Clerk has responded to the survey issued by BMSDC regarding potential MHCLG funds for improving planning information within Parishes and indicated that the Council would need access to relevant equipment to allow it to share large scale plans with residents at either its meetings or at specifically convened timings.
 - To receive an update on the crossing points on Norton Road for access to the new Primary School on Norton Road - the meeting was advised that due to problems with materials and equipment supplies, the zebra crossings would not be in place prior to the commencing of term and that temporary measures have been put in place to provide safe pedestrian access to the new school site. The crossings will require a 4-way traffic control, which could potentially cause some frustrations, but this will be remedied when the permanent crossing points are installed. Confirmation of the installation date from Highways for the permanent crossings was still awaited..
 - To receive an update on the cycleway/footpath from College Park along Ixworth Road – it was noted that despite being informed in June 2021 that the construction of the footpath would begin in the week commencing 19th July, this had now been delayed until week commencing 22nd September as SCC Highways have insisted that the works will require a road closure and would only give permission for one commencing that week as it would otherwise clash with other scheduled road closures in the area. The meeting noted that County Cllr. Otton and District Cllr. Turner had requested that SCC Highways look at either a temporary footpath along this section of the road or a temporary 20mph speed limit.

- Thurston Community College – land for educational use – the meeting was updated on a comment from the Corporate Property Manager at SCC in which it was stated that as neither the Parish Council nor SCC could accept the financial risks attached to the purchasing of additional land without confirmation that the PC could use the land for its intended purpose, the next stage would be for SCC to serve notice to only acquire the land for the school and its expansion programme. As was explained to the meeting, the decision taken by the PC in June meant that the PC would have to accept that this position could ultimately result in the remaining land being lost to potential public use for ever. It was understood that SCC would be serving notice and concluding the matters shortly.
- SCC/0073/19MS/VOC - Proposal: Variation of Condition 2 of planning permission Reference number SCC/0073/19MS - The boundaries of the site have been amended. Drawing 2001 P10 Landscape Masterplan 420 Place School to be superseded with 2001 P11. Variation of Condition 2 of planning permission Reference number SCC/0073/19MS - The boundaries of the site have been amended. Drawing 2001 P10 Landscape Masterplan 420 Place School to be superseded with 2001 P11 @ Highfield Norton Road Thurston IP31 3QH – the meeting recognised that the boundaries had been changed. *Post meeting note – this will be added to the agenda for the meeting of 22nd September 2021 for formal comment by the PC.*

10. 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 carried out by Network Rail following the granting of funds against the Infrastructure (CIL) Bid Round Five – the Council as advised that the Clerk and County Cllr. Otton had received an update from the Professional Lead – Key Sites and Infrastructure at BMSDC in which it was stated that BMSDC were still working with Highways to finalise the client requirements document (CRD) in relation to the road safety audit (as outlined in the update in June 2021). It was confirmed that there was to be a meeting with Highways earlier that day to understand what progress has been made on this point and what else needs to happen. Once the Clerk is made aware of any further updates, these will be shared with the Council. It was agreed that the Clerk would ask Cllrs. Otton, Richardson and Turner as to whether the money had been drawn down by NR?

11. FINANCIAL MATTERS - to note that all associated papers can be found at:

<https://thurstonparishcouncil.uk/parish-council/agendas-and-minutes>

- a) To approve the accounts awaiting payment including those coming forth (Paper 1- 01.09.21) - the items awaiting payment were verified and explanations given where appropriate. The meeting approved those as submitted under Paper 1 for payment as seen at Appendix B, aif.
- b) To note the accounts paid since the last meeting (Paper 2 – 01.09.21) – 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 – 01.09.21) - Council noted the receipt of monies received as identified at Appendix B.
- d) To consider and receive the Bank Reconciliation for the period ending 31.08.21 (Paper 4 – 01.09.21) – Council noted the overall bank balances of £307,828.62 across both accounts held in the name of the Parish Council. Cllr. Rainbow confirmed that he would verify the bank balances as per the audit log and report back at a later meeting. It was confirmed that the audit log to the end of July had been verified and signed by Cllr. Rainbow.
- e) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects identified in the Parish Infrastructure and Investment Plan (Paper 5 – 01.09.21) – Council noted the monies that had been expended, monies that had been provisionally allocated and those falling due later that year. The meeting was asked to consider an increase in the cost of the agreed sums to be released from the CIL bid for monies to be expended on works to the trees on the Recreation Ground in the sum of £8,721.00 (High Priority and Medium Priority Works) (Paper 5 – Item 2 refers – 04.08.21) as SCC Highways had refused permission to the contractor to use two-way temporary traffic lights to stop the traffic when working on the trees on the roadside verge. Council considered the additional priced options

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– Option 1 to carry out the works as quoted based on carrying out the roadside works using Stop Go Boards on restricted hours - £17,023.00 and Option 2 to carry out the works as quoted based on carrying out the roadside works using a road closure - £12,737.42. Council agreed that it would accept Option 2 revised figure of £12,737.42 to carry out the works, aif.

- f) Big Weekend – 25th and 26th September - to approve the sum of £130 towards the full colour four page “pull out’ spread to publicise the programme of activities in the September edition of the Thurston Newsletter (as provisionally agreed at the meeting of 04.08.21) – all formally agreed the sum of £130 for the full colour page spread to be paid for from the Parish Council CiL funds, aif.
- g) To receive and note the completion of the limited assurance review for the year ended 31st March 2021 for Thurston Parish Council – all noted the conclusion of the audit and that there were no matters which
- h) To receive confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31st March 2021 – Council noted the official process had been complied with and that in accordance with the Accounts and Audit Regulations 2015, the Clerk had advertised the conclusion of the audit.
- i) To note that the Clerk, under delegated powers, has instructed Ashtons Legal to act on behalf of the Parish Council in the matter of allotment land transfer at Thurston Park. Council to note that the fee is to be borne by the Parish Council with an estimate of charges at £1,000 plus VAT and disbursements – Council noted the estimated charges for the works to be completed and approved for the cost to be incurred to the maximum quoted, aif.
- j) Council to note that the Clerk has renewed the office mobile telephone contract with Plusnet at a rate of £8.00 per month for 10240mb effective 20th August 2021 (previous contract was £8.36 for 520mb) – Council noted the renewal of the contract.
- k) To approve the cost to replace the damaged light at 11 Maltings Garth which has a 80w MBFU lantern and to note that the old concrete column is showing signs of deterioration and the door lock is seized therefore the door is temporarily held in place by a ty-wrap. The estimated cost to replace the column with a hinged column which will allow for future maintenance and an LED lantern will be £1765.00 + VAT – all agreed that the cost should be incurred for the replacement of the lamp as outlined, aif.
- l) To note that SCC Highways work will commence the visual survey from ground level of all the MBFU lanterns attached to wooden poles to allow for an LED Lantern upgrade estimate to be provided to the Parish Council for future consideration. This work will then enable a reworked indication of the units that will require additional works such as weather boxes / pole brackets and UKPN connections – Council noted that this would result in a full quotation being brought back to the Council at a later date.

12. TO NOTED THAT WORK IS UNDERWAY TO FORM BASIS OF THE PARTNERSHIP WORKING WITH THE PCC IN THE PRODUCTION OF A COMMUNITY NEWSLETTER –

- a) To receive an update on the partnership working with the PCC in the production of the Thurston Community Newsletter – all were informed that the partnership had worked well for the first month and that the Clerk and Editor would be meeting shortly to discuss matters relating to editorial and advertising policy and the manner in which this would be progressed further. The September edition along with the wrap around leaflet for the Big Weekend had been the first partnership working edition.
- b) To receive an update on the setting up of a dedicated bank account to deal with the finances connected to the newsletter – the meeting was advised that due to the current size of the Parish Council’s bank account, the Clerk was unable to set up an account linked to the Council’s existing ones that would be free of charge to operate. The Clerk had sought to set up a new account with new providers but given the Council’s level of income all new accounts would be subject to monthly charges along with ongoing service charges. It was agreed that as a community asset, the Thurston Newsletter should not be subject to such charges and that an alternative way of managing the finances should be sought, aif.
- c) Following the update under 12b), Council to approve the use of the Council’s current account to deal with the finances of the newsletter ensuring that at all times the finances are segregated from Council’s main expenditure and allocated against a separate Earmarked Reserve – Council was in agreement that this course of action be approved, and that the internal auditor be asked to provide an opinion during the carrying out of the internal audit on the year ending 31st March 2022. The Clerk informed the meeting

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that due to the commercial package used by the Council in producing the accounts for the Council there was the opportunity to allocate the funds and expenditure to separate cost as well as nominal codes and that this information could be extracted on a monthly basis. Council approved that this course of action be undertaken, and the PCC be so informed, aif.

13. COUNCILLOR REPORTS:

- a) To report village matters of concern to the Clerk:
 - Concern over the potential access for the development at the Firs.
 - Pothole by Mill Farm.

14. CLERK'S REPORT - to receive the Clerks report and in particular:

- a) To receive the reports of items actioned under delegated powers: both the Clerk and Deputy had spent time liaising with various authorities over obstructions on footpaths; inappropriate parking; use of footpaths by cyclists and e-scooters; recycling issues; hedgerows/tress and general maintenance issues in the village.
- b) BMSDC – Welcome Back Funding – Council to consider whether it should submit a bid for specified items to support the return to high street safely and help build back better from the Covid-19 Pandemic (email of 25.08.21 refers) – it was agreed that Council would delegate to the Clerk and Deputy Clerk authority to submit an application for the most appropriate items to be placed around the community, aif.
- c) to receive an update on the following matters:
 - Dead tree on Barton Road – following the report of a dead tree which had branches protruding over the highway and which could cause a potential hazard in high winds, the meeting was informed of the following response from SCC Highways: “We inspect highway trees to ensure they are not a safety risk to the public or causing structural damage to adjacent properties. Tree pruning works are only undertaken where an inspection has identified an immediate need to do so for these reasons. Where trees growing naturally within the environment are blocking light into a property there is no legal "right to light". Tree owners are not by law obliged or required to carry out work to trees for the benefit of level of light to a third party. Suffolk Highways resists felling or severe pruning of its own or protected trees which are causing minor or seasonal nuisances such as pollen, falling fruit or leaf fall. In respect of the latter, it is the responsibility of the local district/borough council (in its "local cleansing authority" capacity) to clear such debris from the highway”.
 - Bollards on the walkway between Victoria Close and Oakey Field Road – Highways have visited site on 10th August and have ordered the removal under LA:234775. Unfortunately due to their Highways Maintenance Operational Plan (HMOP), the remit is rather limited for barrier/bollard works and the removal can only be raised as either a CAT 6/14-week order or a CAT 7/future works. The only higher priority would be as an Emergency response to a direct hazard. It was noted that both the Clerk and County Cllr. Otton had requested a more immediate solution to this mater and that the response had been that the Engineer would speak to the Asset Manager responsible to see if it was possible to give this a higher priority.
 - Babergh and Mid Suffolk Parking Strategy Consultation – Council were advised of the work by the District Council to engage with a range of stakeholders about car parks and on-street parking provision in both districts. The main element of the consultation is an online questionnaire. This will go live on Tuesday 31 August and will last four weeks, concluding on Tuesday 28 September. The questionnaire will include It will include questions about off-street and on-street parking considerations; parking experiences; the level of parking within town centres; locations of the car parks; cost of parking and availability of on-street parking such as within residential roads. The responses will allow the councils to shape their parking strategy for the next ten years.
 - New Play Area Survey – key role as a play provider – the Council was advised that the Clerk had responded to a Play Area survey issued by the SLCC, working in partnership with the Association of Play Industries (API) and National Association of Local Councils (NALC), which will provide feedback to

the Ministry of Housing, Communities and Local Government (MHCLG) convened Playground Stakeholder Roundtable discussions concerning the importance of play areas and the positive effects they have on the physical and mental well-being of young people and, in particular, during the pandemic.

- d) to note the invitation to meet with Jo Churchill MP, Infrastructure Officers at BMSDC, County and District Cllrs and representatives from the Ben Wragge Skatepark Committee to discuss the provision of a wheeled facility for Thurston – the Clerk provided the meeting with an update on a meeting initiated by Jo Churchill, MP to discuss the issues relating to the provision of such a facility. It was anticipated that the meeting would take place during week commencing 27th September 2021.
- e) BMSDC – Gambling Act 2005: Statement of Principle (revision) Consultation (closing date 16 September 2021) & BMSDC – Hackney Carriage, Private Hire Operator, Vehicle and Driver Policy Consultation (closing date 16 September 2021) – Council had no comments to make on the consultations as notified.
- f) to receive items of correspondence for noting only – it was confirmed that all correspondence for noting had been previously circulated to Councillors.

15. TO CONFIRM THE DATE OF FUTURE MEETINGS: all to take place in Thurston Community Library unless the agenda specifies otherwise.

- a) Planning Committee Meeting – open to all Councillors to consider significant planning matters - 22nd September 2021 – commencing at 7.00pm
- b) Council’s Committee Meeting – 22nd September 2021 – commencing at 8.00pm
- c) Policy and Resources Committee Meeting – 17th September 2021 – commencing at 10.30am
- d) Recreational Facilities Committee Meeting – 29th September 2021 – commencing at 6.15pm
- e) Climate Awareness & Environmental Committee Meeting – 29th September 2021 – commencing at 7.15pm
- f) Full Council Meeting – 6th October 2021 – commencing at 7.00pm

16. TO RESOLVE THAT UNDER THE PUBLIC BODIES (ADMISISON TO MEETINGS) ACT 1960, THAT MEMBERS OF THE PUBLIC BE EXCLUDED FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED – there was no business to be transacted.

17. CLOSURE OF THE MEETING – there being no other business the meeting was closed at 9.18pm.

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 |
| 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 |
| GPoC | General Power of Competence |
| HMRC | Her Majesty's Revenue and Customs |
| HRA | Habitats Regulations Assessment |
| JR | Judicial Review |
| LAIS (from SALC) | Local Association's Information Services |
| LGBCE | Local Government Boundary Commission for England |
| LPA | Local Planning Authority |
| MSDC | Mid Suffolk District Council |
| 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 |
| PIISG | Parish Infrastructure Investment Steering Group |
| Rec. | Recreation |
| 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 |
| TNPSG | Thurston Neighbourhood Planning Steering Group |
| TPO | Tree Preservation Order |
| TRO | Traffic Regulation Order |
| VAS | Vehicle Activated Sign |
| VCSE | Voluntary, community and social enterprise organisations |
| | |

Appendix B

| Accounts submitted for payment – 01.09.21 | Voucher | METHOD | NETT | VAT | TOTAL |
|--|----------------|---------------|-------------|------------|--------------|
| Gage Computer Services – maintenance | 1233 | Bacs | 38.00 | 0.00 | 38.00 |
| SHO Cleaning & Maintenance – Office Cleaning | 1234 | Bacs | 96.00 | 0.00 | 96.00 |
| M&TJ's – Church, NG Play Area & Heath Rd – July 21 | 1235 | Bacs | Tbc | 0.00 | tbc |
| SCC – repair to light at pole 52 Thedwastre Road | 1236 | Bacs | 559.52 | 111.90 | 671.42 |
| Mid Suffolk District Council – Refuse sacks | 1237 | Bacs | 36.50 | 7.30 | 43.80 |
| PKF Littlejohn – Limited assurance review fee | 1237 | Bacs | 800.00 | 160.00 | 960.00 |

| Accounts paid since 04.08.21 | Voucher | METHOD | NETT | VAT | TOTAL |
|---|----------------|---------------|-------------|------------|--------------|
| New Green Trust – Office Suite Rent (August 21) | 1219 | SO | 385.09 | 0.00 | 385.09 |
| Plusnet – Telephone & internet (Aug – Sept 21) | 1220 | DD | 28.65 | 5.73 | 34.38 |
| Amazon – prime | 1221 | CC | 7.99 | 0.00 | 7.99 |
| Adobe Systems Software – Acrobat Pro DC | 1222 | CC | 12.64 | 2.53 | 15.17 |
| Toner Giant – inks | 1223 | CC | 95.38 | 19.08 | 114.46 |
| Safety signs & notices – aluminium posts | 1224 | CC | 46.02 | 9.20 | 55.22 |
| Eurooffice – inks | 1225 | CC | 70.62 | 14.12 | 84.74 |
| Amazon – inks | 1226 | CC | 32.22 | 6.44 | 38.66 |
| Amazon – Sharpie pens | 1227 | CC | 5.82 | 1.17 | 6.99 |
| Amazon – push pins | 1228 | CC | 4.14 | 0.84 | 4.98 |
| Salaries – August 2021 | 1229-1232 | BACS | 3806.79 | 0.00 | 3806.79 |

| Receipts received since 04.08.21 | METHOD | NETT | VAT | TOTAL |
|---|---------------|-------------|------------|--------------|
| Lloyds Bank – Interest | Interest | 1.49 | 0.00 | 1.49 |
| HMRC – VAT reclaimed on behalf of Recreation Ground Account | Bacs | 331.50 | 0.00 | 331.50 |
| BMSDC – Cleansing Grant (<i>note overpayment</i>) | Bacs | 984.56 | 0.00 | 984.56 |

Inter Account Transfers carried out

| Date of Transfer | Means | From Account | To Account | Amount Transferred | Reason for transfer |
|-------------------------|--------------|---------------------|-------------------|---------------------------|--|
| 13.08.2021 | TRF | 4092 | 6154 | 331.50 | Refund of VAT reclaimed by the PC on behalf of the Recreation Ground Account |
| 18.08.2021 | TRF | 4092 | 1721 | 10,000.00 | Funds transfer from current to deposit account |
| 20.08.2021 | TRF | 4092 | 1721 | 10,000.00 | Funds transfer from current to deposit account |
| 24.08.2021 | TRF | 4092 | 1721 | 10,000.00 | Funds transfer from current to deposit account |

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