

## THURSTON PARISH COUNCIL

MINUTES of the COUNCIL MEETING held on Wednesday 5<sup>th</sup> June 2024 commencing at 7.00pm in Thurston Community Library, Norton Road, Thurston.

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

Also in attendance: County Cllr Otton (in part), District Cllrs. Bradbury & Austin (in part), Mrs Waples, Parish Clerk; Mrs Gladwell, Deputy Clerk and 11 (eleven) members of the public.

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 and read the applicable statement. 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) There were no applicable councillor apologies.
  - b) The meeting noted apologies of absence from PCSO Matt Brown.
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 THE FOLLOWING MEETINGS: (all as previously circulated):**
  - a) To approve the following minutes: Annual Council Meeting of 1<sup>st</sup> May 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.
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 written report was taken as read. The following matters were brought to the meeting’s attention:
    - Issue of flooding that goes from Beyton through into Thurston. Contemplating employing a consultant at a cost of £3,000. There was a request for Thurston Parish Council to consider making a contribution to the cost. The Clerk at Beyton Parish Council had been asked to share the notes of the meeting and any relevant documentation with Thurston. It was confirmed that Highways had undertaken some work as agreed.
  - 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:
    - Network Rail report has now been received.
    - AGM meeting has been held with new Chair elected for the new year.
    - By 2026, BMSDC will be collecting food waste from households.
    - Pre-election period – council meetings had been cancelled.
    - Planning site meetings have been cancelled due to pre-election period and both Cllrs. were trying to get these reinstated at the earliest opportunity.
6. **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

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May 2024 was circulated to all. A total of 45 calls had been submitted in the last month with 11 crimes recorded in the area. Generally PCSO Brown had been dealing with reports of anti-social behaviour (ASB) around the New Green Centre with groups of youths congregating and causing noise. Due to this, the area has been marked a priority for the local policing team. People were advised to report these matters so that the CPT can try and combat these issues. Work has been continuing with local housing associations in the area combating issues around ASB and domestics. He had also been working with the Community Safety officer for Babergh and Mid Suffolk District council over parking related ASB in the area of Lady Road near to the Thurston Primary School.

b) To consider matters for referral to the Stowmarket CPT – there were no matters for onward referral.

## 7. PUBLIC FORUM –

a) To receive matters of concern from members of the public in attendance on the agenda submitted –

- DC/24/02330 Persimmon – concern with the building on the land; naturally gone back to wildlife, how will persimmon manage this. Why is MSDC building when it has a 10-year supply. Lack of facilities; network under pressure; lack of school places; lack of Public area in a terrible state – flooding; trees dead; grass not being seen to; play facilities not up to scrap. Phase 1 has still not been finalised. Construction management issues were of a concern.

*The Chair confirmed that the land was not in SCC's ownership and as such was in the hands of the private landowner. Area is only wild / a biodiversity refuge as it has not been farmed recently. The Chair continued by outlining the process that had been followed to date with regards to this parcel of land and the parish council's previous interest in obtaining the land. All were reminded that the site was within the settlement boundary and any objections needed to site material considerations.*

Lack of infrastructure – what is the PC's commentary as to why there is not any infrastructure in the village and why it has not been frontloaded.

*The Chair reminded all that it was important to note that a number of infrastructure projects are planned but delivery is subjected to timescales. There is a considerable list of infrastructure to come but that is linked to phasing. It was noted that the NPPF is in favour of development and that mitigation will be used to allow development to come forward.*

- Thurston Suffolk – Facebook group had been set up opposed to any further development in the village.
- Hollow Lane – submitted a proposal to reduce speed limit to a 20mph on Hollow Lane & The Planche – extension use by vulnerable users. Speed is currently 60mph which has been reduced temporarily to 40mph. Incidents happening throughout the day and week. Limits are excessive given the topography of the road; vulnerable users and the number of footpaths crossing the road.

*Cllr. Otton provided an update on the visit by the Highways Engineer. Traffic survey £635.00 – probably enough to cover this off within her LHB. Cllr. Otton provided the meeting with information relating to the process to be followed. She did provide them with an example of a process that she had undergone in asking SCC for a reduction to reduce a speed limit from 60mph down to 40mph which had only been refused the week before.*

*Cllr. Davies made the Clerk aware of the speed data that could be obtained from floating car data for all roads in a parish. It was stated that this was more comprehensive and cheaper than SCC's individual speed tube data. It was considered that the Clerk should look to obtain this data where possible.*

The Chair allowed for the Agenda to be amended to allow for Agenda Item 12a - DC/24/02330 to be discussed and debated at this point.

DC/24/02330 - Full Planning Application - Erection of 61 no. dwellings, open space and associated infrastructure. Location: Land To The West Of, Ixworth Road – discussion followed over the two pre-applications meetings had with the developer with the majority of concerns raised having been ignored,. It was noted that the numbers on the site had varied with each reiteration seen. Concerns were raised with the density, the regiment3d layout and the overall numbers of smaller affordable housing. It was however noted that the Housing Enabling Officer has requested this mix in terms of house size due to evidence of those requiring such accommodation. Concern was also raised at the accessibility for emergency services and the significant impact on existing dwellings. It was queried as to whether this was a loss of an amenity and whether any of the remedial works under Phase 1 could be linked to this site. The impact of traffic on Ixworth Road and lack of pre-school facilities, issues relating to lack of opportunities to maximise opportunities of landscape, ecology and open space, inappropriate buffer zone of

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a mere 5 mtrs. from the school were also raised. **On the grounds that the proposed failed to demonstrably provide safe highways access and connectivity; had a design which was contrary to the adopted Thurston NDP; had a negative amenity impact, it was resolved to recommend the application for refusal, aif.** It was also resolved to confirm that the parish council expected to have a continuing dialogue with Persimmon to address the issues raised, aif.

Enforcement – given the issues raised in the public forum and with reference to non-conformity with the landscaping plan; play equipment and management of the public open space, all agreed that a case with enforcement should be raised. The Clerk agreed to undertake work on this matter and to raise the quality of the site and impact that this was having on the residents alongside the lack of continued work surrounding the road infrastructure.

## 8. STATUTORY BUSINESS –

- a) To receive nominations for the vacant posts of Councillor (3) – the Clerk confirmed that she had had no expressions of interest in the positions.
- b) To review and adopt the latest version of Standing Orders for Thurston Parish Council – following a review, council **resolved to readopt the standing orders with one minor amendment, aif.**
- c) To review and adopt the latest version of Financial Regulations for Thurston Parish Council – council reviewed the model financial regulations as adapted to Thurston Parish Council and noting in particular changes to procurement and budgetary authority, **resolved to adopt the financial regulations as written aif.**
- d) To review and adopt the Thurston Allotment Policy – following a review of the submitted document, **it was resolved to adopt the policy with immediate effect, aif.**
- e) To review and adopt the Agreement for a Tenancy for Allotments – following amendments to the size of structure that would be allowed on the allotments on Thurston Park, **council resolved to adopt the agreement as written, aif.**
- f) To receive an update on the transfer of the allotment land on Thurston Park – the meeting noted that the Clerk and Deputy had met with the Technical Manager from Denbury Homes over the allotments, and all had agreed that a number of remedial works needed to be undertaken prior to them being handed over. Remedial works were planned for the coming weeks and a further inspection would be held. Once the condition was satisfactory the legal transfer would be enacted.
- g) To ratify the appointment of Lucy Robison-Smith as Tree Warden for Thurston, to be assisted by Councillor Morris - **it was resolved to ratify the appointment of Mrs Lucy Robison-Smith as the appointed Tree Warden for Thurston to be assisted by Cllr. Morris, aif.**

## 9. 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 confirmed that the Feasibility Study, having been received from Network Rail had been circulated to all councillors for their perusal. The Professional Lead for Key Sites and Infrastructure at MSDC intended to set up a meeting so that they can discuss the content and hear the thoughts of key stakeholders. It was expected that this would be via teams within the next few weeks. It was noted that Cllrs. Gerrish and Balaam had provided commentary on the study, and all were asked to feed their comments into the Clerk so that they could be collated and fed back into the teams meeting with MSDC, Network Rail and interested parties.

## 10. FINANCE:

- a) To approve the accounts awaiting payment including those coming forth (*Paper 1 – 05.06.24*) - 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 – 05.06.24*) - **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 – 05.06.24*) - 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<sup>st</sup> May 2024 (*Paper 4 – 05.06.24*) - Council noted the overall bank balances of £304,563.50 across both accounts held in the name of the Parish

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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 April had been signed off.

- e) To note the CIL report for May 2024 including nominal sums for potential CIL expenditure for the coming year and receipts received (*Paper 5 – 05.06.24*) – due to time constraints this was deferred to the July meeting.
- f) Council to note the verified CIL Bids received for CIL Bid Round 1 – 2024-2025 (*Paper 6 – 05.06.24*) – the meeting noted that no such bids had been received for this round of funding.
- g) Council to receive the internal control review for the 1st Quarter of 2024-2025 as carried out by Cllr. West (*Paper 7 – 05.6.24*) – the report as completed was received and adopted by the council.
- h) To note the office suite rent has increased by 3.2% in line with the CPI rise in the 12 months to March 2024. Rent has risen to £5,618.32 per annum (budget set at £5,870) – council noted the increase in accordance with the rental agreement in place.
- i) To receive a recommendation from the Recreation Ground Trust Committee for a condition survey of trees at Thurston Recreation Ground at a cost of £893.75 (*Urban Forestry Quote 08.03.24*) – it was noted that the survey period was outside of the recommended period for resurveying, but the period was tolerable. The It was noted that there might be a problem with one of the Horse Chestnut trees within the grounds, but it was expected that the survey should pick this up. The tree officer at BMSDC had confirmed that the survey periods were acceptable. **The meeting agreed to accept the quote from Urban Forestry in the sum of £893.75, aif.**
- j) To receive the recommendation from the LEC to purchase two individual bees houses from RSPB for the Wildlife Garden, New Green at a cost of £50.00 (*Wildlife Garden Recommendations - 05.06.24*) – **the meeting agreed to accept the recommendation and the quote of £50.00 to purchase the bee houses in the sum of £50.00 from the balance of the CIL bid for the Wildlife Garden (balance o/s is £637), aif.**
- k) To receive the recommendation from the LEC to purchase two gates signs for the Wildlife Area, New Green at a cost of £130.00 (*Wildlife Garden Recommendations - 05.06.24*) – **the meeting agreed to the recommendation and the quote of £130.00 for the two signs, to be funded from the balance of the CIL bid (balance o/s is £637), aif.**
- l) To receive the recommendation from the LEC to commission Suffolk Wildlife Trust Trading Ltd to carry out a biodiversity audit on the public open spaces in Thurston at a cost of £1,448.50 (*SWT Quotation – Biodiversity Audit – 05.06.24*) – **the meeting agreed to the recommendation to commission Suffolk Wildlife Trust Trading Ltd. to carry out a biodiversity audit in the sum of £1,448.50 (to be funded from CIL), aif.**

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

- a) To receive any matters relating to the production of the Thurston Community Newsletter – it was noted that the transition to the new editor for the production of the June edition had proved satisfactory and the production had met all of the targets with distribution to the delivery teams before the end of the month.
- b) To receive an update on the Taxi-Bus Service – Thurston to Bury St Edmunds & the Grant Offer under the BSIP to deliver enhancements to the Village Connections DRT Scheme – all were advised that there was little to report as the final details of the financial offer were still being worked upon. The bus service on a Wednesday and Saturday into Bury St Edmunds was a continuing service.
- c) To note completion of works for the installation of accessible play equipment within the fenced area of New Green play area – whilst the play equipment and new safety matting had been installed, the benches within the fenced area had been accidentally removed. One had now been replaced but the other required further attention in the manner in which it was being secured. It was noted that the play equipment was being well used. It was reported that the skip was still on site and Officers would request its removal at the earliest opportunity.
- d) To receive issues relating to traffic management within Thurston and in particular:
  - i. Hollow Lane & The Planche / Church Road – request for a reduction in the speed limit – with reference to the discussion held in the public forum, council **resolved to support the funding of a traffic survey to be paid for out of Country Cllr. Otton’s LHB, aif.**
  - ii. Barrells Road – request for a reduction in the speed limit – council agreed that dependent on development coming forth, council should revisit the matter of speeds along this road and that of Stoney Lane with the possibility of commissioning a feasibility study into a permanent reduction in the speed limit.

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- e) To receive an update on the Wildlife Garden Project on New Green grounds – the Deputy Clerk provided a verbal update on progress with the meeting noting that the area was continually being monitored for new growth. The ultimate aim was to provide a haven for wildlife and a contemplating place for visitors. It was noted that a financial commitment will be needed for future maintenance.
- f) To receive an update on the grounds maintenance contract covering the areas maintained by the parish council – it was noted that the new contract was still bedding in and that there had been some minor issues connected with additional works as opposed to grass cutting. It was also noted that the Church Wardens will be liaising directly with the contractor to address issues at the churchyard and graveyard.

## 12. TO CONSIDER MATTERS RELATING TO PLANNING:

- a) To consider the following planning application:
  - DC/24/02211 - Application under S73a for the Removal or Variation of a Condition relating to 4942/16 dated 08/01/2019 Town and Country Planning Act 1990 (as amended) - Residential development consisting of 64 dwellings and associated highway, car parking and public open space. To Vary Condition 1 (Approved Plans and Documents) - to reduce the provision of affordable housing on site in line with the financial viability report @ land at Meadow Lane – **all agreed that the 35% affordable housing should remain as it went against MSDC's own housing policy and that the application be recommended for refusal, aif.**
  - DC/24/02330 - Full Planning Application - Erection of 61 no. dwellings, open space and associated infrastructure. Location: Land To The West Of, Ixworth Road – this was covered elsewhere in the meeting.
- b) BMSDC – Supplementary Planning Documents Consultation – to review and consider Council's response to the public consultation on the following documents (closing date is 19<sup>th</sup> June 2024): Biodiversity & Trees SPD; Housing SDP and Intensive Livestock & Poultry SPD – it was agreed that the meeting should delegate to council's officers to formulate a response to the documents.
- c) To note a date for the next Council Liaison Meeting with Linden Homes is still to be scheduled – all noted that the Clerk was chasing this matter up and would liaise with enforcement if appropriate action was not forthcoming.
- d) DC/23/02429 & DC/23/02430 – to receive an update on the status of both planning applications – the meeting were informed that the site inspection meeting due to be held on 12<sup>th</sup> June for the planning committee to view both sites including the areas that were to be gifted to the parish council had been postponed due to the impact of the pre-election period protocol. It was anticipated that the accompanied Member visit would now take place sometime after 4<sup>th</sup> July. It was noted that the Clerk and both District Councillors had challenged this decision and that the Governance Officers were awaiting advice and instruction before issuing new dates.
- e) To receive an update on matters relating to Ixworth Road - as had been advised at the last three meetings, SCC have still to agree a way forward with Persimmon over the items raised in the Safety Audit.
- f) To receive an update on works to Footpath TH6 - Norton Road to Church Road – the Clerk confirmed that she was still chasing for clarification as to the extent to which the path would be metalled and for an update on the safety audit results in relation to the slope onto Church Road.
- g) SN/23/00343/SNL - to note confirmation of the street names to be used for Phase 3, Norton Road (Cavendish View) – the meeting noted the new confirmed names were: Poppy View; Sunflower Close; Buttercup View and Snowdrop Gardens. Pond Road and Lady Road along with Bar Close would be continued into Phase 3.
- h) Land to the south of College Park – to note the imminent submission of a planning application by Persimmon for this area - it was noted that this was covered under DC/24/02330 above.
- i) Michaelmas Court, Heath Road – to receive a quarterly update on the build progress – the meeting noted the following progress report: the contractor RG Carter Southern Limited are nearing the halfway point of the build and they continue to make good progress. An excerpt from the Contractors Report produced on 14<sup>th</sup> May, summarising current progress was given as follows: roof trusses have been installed to Zone 1 with fascia's and soffits following round; brick and blockwork on block A is now complete to plate height with gables to finish brickwork. Internal blockwork on ground floor is nearing completion. Bungalows E, F

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and G are progressing to roof plate also with trusses. Containment through corridors has started taking on board comments and they are looking to mock up 2 rooms with stud walls and a sample board for penetrations through wall types and ceilings. Provided there were no further delays from here on, works were forecast to be completed in mid-March 2025. It was anticipated around six weeks from Practical Completion and the first residents moving in.

- j) Land east of Ixworth Road – the Clerk confirmed that she had had communication regarding this site in which it was confirmed that the site has been purchased by Barrett David Wilson Homes (Anglia) and that they were in the process of preparing a reserved matters application and they would be looking to present / discuss their proposals with the parish council once they had a draft set. This would be in addition to the wider consultation that they will conduct with the community. Before that they will be looking to submit a non-material amendment to reduce the visibility splay and access width off Ixworth Road as the site now lay in a 30mph speed limit. The case officer had confirmed that the parish council would be consulted on this as part of the application process.

### 13. COUNCILLOR REPORTS:

- a) To report village matters of concern to the Clerk which, if appropriate, would be actioned under delegated powers:
- Commencement of 30mph speed limit prior to turn into Barrells Road – sign missing
  - Verges at crossroads of Sandpit Lane and Norton Road; Pokeriage corner and Fishwick corner as well as the verges from Fishwick corner along to Pokeriage corner.
  - Area behind School Road has bee orchids growing on it as well as Common Birds Foot Trefoil (*Lotus corniculatus*) which has small, yellow flowers.
  - Public footpath on Norton Road overgrown vegetation around the bus shelter.
  - Hedges along the footpath from Barton Road to the post office - overgrown vegetation
  - Overgrown vegetation around 38 Barton Road
  - Beyton Road – overgrown vegetation on the verges by the VAS
  - 30mph sign on Ixworth Road laying on the grounds by the Library car park.
- b) To receive items for information only from parish council appointed representatives on outside bodies / groups:
- Library – Garden more or less complete. Permission has been given to move the gate. Official opening will be soon.
  - New Green – cannot do anything further about the parish council door. *It was agreed that the Clerk should look at speaking directly with the contractor regarding the previously approved quotation for accessibility doors.* Looking at toilet refurbishments in the main centre.
  - New Green – request to be submitted for more action to address issues with the recycling centre and generally the overall appearance of the centre in and around the car park with overgrown plants and vegetation.

### 14. 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:
- SCC 00472317 – blocked drainage on Barton Road/New Road – monitoring action by SCC only.
  - SCC 00470020 – Mill Lane junction with Barton Road – action will be taken to cut back verges on visibility grounds.
  - SCC 00472316 – blocked drainage at Pokeriage Corner – monitoring action by SCC only.
  - Issues over dumped bags at the recycling centre – the clerk confirmed that she had requested New Green Trust to take appropriate action to maintain this area in accordance with the agreement.
  - AP Wireless – West side Sandpit Lane (New Green bottom car park) – the mast at the bottom of the car park would be exchanged for a taller mast with additional dishes and cabinetry. The work was scheduled for 19<sup>th</sup> June 2024.
  - Bus shelters on Sandpit Lane – a request had been submitted to Denbury Homes to clean both bus shelters and undertake minor repairs.

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- Town and Parish Clerk Meeting – the Clerk had been invited to attend the BMSDC clerk forum for towns and larger councils scheduled for 15<sup>th</sup> July 2024.
- b) To receive items for correspondence for noting only -
  - SALC Bulletins – these are circulated to all councillors once received.

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

- a) Planning Committee Meeting – 19<sup>th</sup> June 2024 – commencing at 6.30pm in the Community Library, Norton Road – *post meeting note – the order of the two committees was changed.*
- b) Leisure and Environment Committee Meeting – 19<sup>th</sup> June 2024 – commencing at 7.30pm in the Community Library, Norton Road
- c) Council Meeting – 3<sup>rd</sup> July 2024 – commencing at 7.00pm in the Community Library, Norton Road.

**16. CLOSURE OF THE MEETING** – there being no other business the meeting was closed at 21.41pm.

## 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
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

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**Appendix B - Accounts submitted for payment**

<b>Accounts due for payment 5 June 2024</b>	<b>Voucher</b>	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
SHO Cleaning & Maintenance - Office Cleaning	2106	Bacs	96.00	0.00	96.00
Gipping Press - June Newsletter	2107	Bacs	1174.00	0.00	1174.00
Suffolkcloud - Email hosting	2108	Bacs	260.00	0.00	260.00
Thurston Village Hall - Hire of hall for APM	2109	Bacs	32.00	0.00	32.00
SALC - Training – engaging with young people	2110	Bacs	35.00	7.00	42.00
MSDC - Annual Play Inspections – 4 sites	2111	Bacs	212.60	42.52	255.12
SHO Cleaning & Maintenance - Installation of bin and new bench (Woodland Close)	2112	Bacs	220.00	0.00	220.00
SHO Cleaning & Maintenance - Playground remedial works	2113	Bacs	165.00	0.00	165.00
TOP Garden Services - Grounds maintenance excluding churchyard (April & May)	2114	Bacs	1440.00	288.00	1728.00
New Green Community Trust - Balance of increase of rent due – April and May	2115	Bacs	29.04	0.00	29.04
Thurston Village Hall (Cavendish Hall Charity) - Release of funds for CIL bid for chairs	2116	Bacs	3383.00	0.00	3383.00
Suffolk Libraries IPS Ltd - Part release of CIL bid for Sensory Garden	2117	Bacs	2421.24	0.00	2421.24
TOP Garden Services - Grounds maintenance – churchyard April and May	2118	Bacs	675.00	135.00	810.00
Village Handyman - Cleaning of signs within 30mph zone	2119	Bacs	13.35	0.00	13.35
Trevor Brown - Internal audit services and travelling	2088	Bacs	418.40	0.00	418.40

<b>Accounts paid since 1<sup>st</sup> May 2024</b>	<b>Voucher</b>	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
Salaries May 2024	2089-2094	Bacs	9669.63	0.00	9669.63
New Green Trust – Office Suite Rent May 2024	2095	SO	453.67	0.00	453.67
O2 Mobile phone April – May 24 - Clerk	2096	DD	11.96	2.39	14.35
BT – Pavilion Broadband April – May 24	2097	DD	42.30	8.46	50.76
O2 Mobile phone April – May – Deputy And Newsletter Editor	2098	DD	23.92	4.78	28.70
Adobe Systems Software – Acrobat Proo PC	2099	CC	16.64	3.33	19.97
Amazon – Silica gel for noticeboards	2100	CC	3.29	0.66	3.95
Amazon – Cleansing products	2101	CC	14.87	2.98	17.85
Eurooffice – inks	2102	CC	166.38	33.26	199.64
MSDC – Tens Licence for Treasure Island	2103	CC	21.00	0.00	21.00
Aerial Direct – Broadband & office phone – April-May 24	2104	DD	81.75	16.35	98.10
Sackers – Monthly emptying of bins at New Green	2105	DD	122.96	24.589	147.55

**Items paid following authorisation at meeting of 1<sup>st</sup> May 2024**

SHO Cleaning & Maintenance – Office Cleaning	2080	Bacs	96.00	0.00	96.00
Community Heartbeat – Annual Support Cost – Year 4 of 5	2081	Bacs	165.00	33.00	198.00
Whitworth – Buildings surveys and condition reports	2082	Bacs	1450.00	290.00	1740.00
Gipping Press – May newsletter	2083	Bacs	1316.00	0.00	1316.00
Gipping Press – Play area replacement signs & MUGA sign	2084	Bacs	77.00	15.40	92.40
SALC – Annual subscription	2085	Bacs	1096.45	0.00	1096.45
SLCC – Clerk’s Training – Village Greens	2086	Bacs	45.00	9.00	54.00
New Green Community Trust – Hire of Bowden Meeting Room	2087	Bacs	25.00	0.00	25.00

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

	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
Lloyds Bank – Interest	BACS	225.40	0.00	225.40
Newsletter adverts – renewals	BACS	669.00	0.00	669.00
HMRC – VAT reclaim – Qtr. 4 – 23-24	BACS	4072.68	0.00	4072.68
MSDC – Cleansing Grant – Qtr. 4 23-24	BACS	948.22	0.00	948.22

So approved and signed at the meeting of 3<sup>rd</sup> July 2024