

**Meeting of
Thompson Parish Council
held at 7.30 pm on Tuesday 17 January 2017
in Thompson Village Hall**

Present: Kate Winslow (Chair), Duncan Gregory (Vice-chair), Alan Dujon, Jean Kaye, Ian Robertson, Irene Smith, Roy Shovelar and the Parish Clerk.

Kate Winslow welcomed Roy Shovelar to the first meeting of Thompson Parish Council since his co-option as Parish Councillor.

- 1 Apologies for absence:** None.
- 2 Declaration of Interest:** Kate Winslow and Jean Kaye declared an interest as trustees in matters concerning Thompson Community Hall. The Clerk confirmed that he holds dispensations for all Councillors allowing them to discuss the setting of a parish precept.
- 3 Approval of Minutes of the meeting held on 29th November 2016:** The minutes of the meeting held on 29 November were unanimously approved subject to a minor change of wording of item 8.
- 4 Matters arising:**
 - 4.1 CPRE Footpaths project:** Nothing to report.
 - 4.2 Breckland Local Plan:** It is understood the plan is due to be adopted in February 2017.
 - 4.3 Thompson Community Hall:** It was reported that the lease was due to be completed today, 17 January 2017, this has not been officially confirmed. Draper and Nichols have been appointed by the Trustees to build the hall and these works should start during February 2017. It is intended to hold a turf cutting ceremony early in February but the date has not yet been finalised. It is hoped to have the Hall completed in time for the Thompson 5km and 10 km runs on 01 October 2017.
 - 4.4 Drainage:** Our highway engineer walked around some of the problem areas of drainage with the Clerk and Councillors Dujon and Kaye. It is apparent that knowledge of the traditional drainage in the village is poor and it was suggested that a map be prepared by gathering information from longstanding members of the parish to show where drains and ditches were in the past. The ditch on TMG running parallel to Tottington Road is silted up and requires work to allow drainage from Griston Road, Pockthorpe Land and the School Road Crossroads. Ian Robertson provided a contact of a contractor who carries out this work.
 - 4.5 Village appraisal:** Alan Dujon has worked on the Village Appraisal results and put them into booklet form. Subject to editing, the final printed document should be ready for distribution by mid-February 2017.
 - 4.6 Thompson Hearts – fridge magnets:** Fridge magnets have been purchased and will be passed on to Thompson Hearts for distribution. A constitution is currently being worked on to satisfy their banker.
 - 4.7 Cutting of the verges around Thompson Millennium Green:** Jean Kaye said that it would be beneficial to have the verges around the Millennium Green strimmed to ensure that the grips draining water to the pond and ditches are visible. Paul Rowland of Serco Ltd is to visit shortly to assess the work, the cost of which, it is hoped will be set against less grass cutting to the Green once construction work on the Hall commences.
 - 4.8 Fly tipping:** A link to Breckland’s “reporting fly tipping” page has been put on the village website.
 - 4.9 Ornamental white gates at entrances of the village:** The Clerk reported that he had been in contact with Caston Parish Council regarding their gates and has been given

contacts. The Clerk is talk to Highways regarding siting of gates on verges and to check prices from suppliers.

- 5 Correspondence not already notified:** Notification of a Police liaison meeting at Watton Sports centre on 19th January. Chair, Vice-chair and Clerk to attend. E-mail from Phil Cowen (District Councillor) in reply to a road safety e-mail sent by Clerk. Kate Winslow is to liaise with our County and District Councillors and near-by Parish Councils to see if a joint approach can be mounted.

6 Reports:

6.1.1 Chair: Nothing further to report.

6.2 Responsible Financial Officer/Clerk: The Clerk presented the accounts for the year to date.

Thompson Parish Accounts 01 April 2016 to 12 January 2017

Business Premium Account

Date	Reference	Details	Receipts	Payments	Balance £
01/04/2016		Balance brought forward			1,605.79
06/06/2016	REC 000020	Interest	0.20		1,605.99
05/09/2016	REC 000021	Interest	<u>0.20</u>		1,606.19
12/01/2017		Balance carried forward			<u>1,606.19</u>

Community Account

Date	Reference	Details	Receipts	Payments	Balance
01/04/2016		Balance brought forward			4,112.52
07/04/2016	REC 000017	Breckland	2,450.00		6,643.52
07/04/2016	REC 000018	Breckland	81		
18/05/2016	REC 000019	Breckland	202.72		
		Community Action			
18/05/2016	CHQ 100590	Norfolk		50	
18/05/2016	CHQ 100591	Norfolk ALC		111.45	
25/05/2016	CHQ 100592	Zurich Municipal		349.15	
25/05/2016	CHQ 100593	Serco		178.07	6,157.57
01/06/2016	CHQ 100594	Serco		178.07	
06/06/2016	CHQ 100595	G Winslow		122.83	
06/06/2016	CHQ 100596	G Winslow		53.06	
29/06/2016	CHQ 100597	G Winslow		300.8	5,502.81
08/07/2016	CHQ 100598	HMRC		75.2	
14/07/2016	CHQ 100599	Thinking Rural CIC		36	
14/07/2016	CHQ 100600	Serco		178.07	5,213.54
07/08/2016	CHQ 100601	Baggleys machinery		168	
07/08/2016	CHQ 100602	Serco		178.07	
07/08/2016	CHQ 100603	St Martin's Church		360	
07/08/2016	CHQ 100604	Thompson Village Hall		150	
07/08/2016	CHQ 100605	Wayland Partnership		300	4,057.47
18/09/2016	CHQ 100606	Serco		178.07	

26/09/2016	CHQ 100607	G Winslow		300.8
26/09/2016	CHQ 100608	HMRC		75.2
29/09/2016	REC 000022	Breckland	2,450.00	
29/09/2016	REC 000023	Breckland	81	6,034.40
25/10/2016	CHQ 100609	Thinking Rural CIC		36
25/10/2016	CHQ 100610	<u>Serco</u>		178.07
19/11/2016	CHQ 100611	Serco		178.07
22/12/2016	CHQ 100612	G Winslow		35.24
22/12/2016	CHQ 100613	G Winslow		45.58
22/12/2016	CHQ 100614	G Winslow		300.8
10/01/2017	CHQ 100615	HMRC		75.2

12/01/2017			Balance carried forward	<u>5,185.44</u>
			Total all accounts	<u>6,791.63</u>

6.2.1 Invoices due since last meeting and paid: Alan Dujon proposed and Duncan Gregory seconded the acceptance of **payment** of the following invoices, due for payment since the last meeting. Carried unanimously.

Date	Payee	Cheque No.	Reason	Amount
22/12/16	G Winslow	100612	Stationery	£35.24
22/12/16	G Winslow	100613	Fridge Magnets	£45.58
22/12/16	G Winslow	100614	Salary 3 rd Quarter	£300.80
10/01/17	Post Office	100615	PAYE	£75.20

6.2.2 Payments due: Duncan Gregory proposed and Alan Dujon seconded payment of the following invoices that are due for payment. Carried unanimously

Payee	Reason	Amount
Valuation Office Agency	Valuation required to lease land	£650+VAT
G Winslow	1 years Bitdefender subscription	£24.99+ VAT
Thinking Rural	Payroll services 09/16 to 12/16	£30 + VAT*

*Awaiting invoice

6.3 Thompson Millennium Green: It was reported by Irene Smith and Jean Kaye that there was to be a working day on Sunday 19th February 2017 to deal with unwanted trees. The Clerk said he would attend and if suitable trees were available transfer them to Church Road to go with the 5 Oaks recently planted. There is also to be another pond maintenance day on Tuesday 21st March to maintain the margins of the pond. The Thompson 5 km and 10 km runs are scheduled for 01st October 2017.

7 Planning Application:

7.1 3PL/2016/1421/F Construction of 3 Shepherd huts and a gravel car park for use as holiday accommodation at Thompson Hall Cottage, Thompson. The members discussed the application at some length and decided unanimously to support this development which would bring more tourism to the village with minimal disruption. However, comment was made about the poor state of Hall Lane and of its ownership. Those living on Hall Lane have always understood that ownership of the lane was unknown, hence it poor state. It was felt that if the ownership rested with Norfolk County Council highways then perhaps they should carry out maintenance work to make this road, bridleway and footpath easier for users to access. The Clerk was directed to inform Breckland Council of their decision.

7.2 Decisions not previously reported: 3PL/2016/1239/HOU Two storey extension at Kingfishers, Church Farm, Church Road, Thompson, IP24 1QE: Permission granted 11/01/17

- 8 Precept for 2017/2018:** The Clerk presented the members with an updated budget forecast which took into account all expected payment to the end of the financial year.
Thompson Parish Council Budget 2017/2018

	Forecast 2016/2017	Actual 2016/2017	Suggested Budget 2017/2018	
Receipts				
Precept	4900	4900	4970	<i>Note 1</i>
Grant	162	162	111	
VAT	443	443	435	
Recycling		203	0	
Interest	1	0	0	
Other	0	0	0	
Total	5506	5708	5516	
Expenditure				
Staff Costs including				
PAYE	1504	1504	2500	<i>Note 2</i>
Payroll services	120	120	120	
Insurance	586	349	356	
Grass cutting	993	1038	1038	
VAT	435	435	305	
Other	300	825	300	
Grants				
Church	500	500	500	
Wayland Partnership	300	300	300	
Village Hall	150	150	150	
Thompson Hearts	0	38	0	
Memberships				
Norfolk ALC	105	111	105	
Community Action Norfolk	50	50	50	
Total	5043	5420	5724	
Income less expenditure	463	288	-208	

Note 1: Change in the Tax base allows an to increase the precept without increasing amount paid by householders

Note 2: Time necessary for Clerk to carry out duties is 4-4.5 hours per week. Thus, it is estimated that with salary and expenses (Telephone, postage, internet and travelling and possible ongoing training) cost of the Clerk will be in the region of £2500 p.a.

The precept was discussed extensively and it was proposed by Jean Kaye and seconded by Alan Dujon to increase the precept requirement for the period 01 April 2017 to 31 March 2018 to £5050.00. This was carried unanimously. The increase in the parish precept is 3.06% but the increase in amount payable by residents will be in the region of 1.6% which equates to an extra £0.51 per annum for a band D property.

9 **Date of Next meeting:** Tuesday 21 March 2017

10 **Any other business (for agenda of next meeting):** Ian Robertson reminded all present that there would be a Charity Breakfast at the chequers commencing at 8.30 am on Sunday 29th January 2017 money raised to go towards the provision of a guide dog.

The meeting closed at 21.10

Kate Winslow
Chair

Date

DRAFT