

Minutes of the meeting of Thompson Parish Council

held in

Thompson Village Hall on Tuesday 28 July 2015 at 7:30pm

Present: Kate Winslow (Chair), Duncan Gregory, Alan Dujon, Ian Robertson, Andrew Wagner, Phil Cowen (District Councillor), 1 parishioner and the Parish Clerk.

1 Apologies for absence: None.

2 Declaration of Interest: Kate Winslow is a trustee of Thompson Community Hall

3 Approval of minutes

3.1 Approval of minutes of the meeting held on 19 May 2015: Approval of the minutes of the meeting held on 1 May 2015 was proposed by Duncan Gregory and seconded by Alan Dujon and unanimously approved by the members present. The minutes were signed by the Chair of the meeting.

3.2 Approval of Minutes of the Meeting held on 07 July 2015: Approval of the minutes of the meeting held on 1 May 2015 was proposed by Alan Dujon and seconded by Duncan Gregory and unanimously approved by the members present. The minutes were signed by the Chair of the meeting.

Suspension of the meeting to allow public participation:

Phil Cowen (Breckland District Councillor) said the Breckland budget was balanced for this year but that there was a "black hole" for future years that needed to be addressed but fortunately the Council has time to address this issue. As a result of economies, co-operation with other councils and redistribution of functions formerly carried out by District Council there is now excess space at Elizabeth House which Breckland are intending to rent out. It is hoped that the DWP will take some of the excess space.

Breckland are looking to streamline the planning system and are working on the LDF, information can be found on the Breckland website. He said that the Council were keen to re-balance the demographics of Breckland and are working to provide more jobs in the area to help keep a workable balance between all age groups. Breckland are trying to utilise refuse lorries more efficiently and are examining the possibility of their use for the collection of commercial waste. Broadband rumbles on but whereas in Suffolk the provision of Broadband will meet the deadline of 2016, this does not seem to be the case in Norfolk. It is thought that in Norfolk provision of services via satellite may be necessary rather than cabled/wired connections.

The proposed speed limit on the A1075 was mentioned and he encouraged the Parish Council to contact NCC regarding their non-consultation on this matter.

4 Appointment of Council representative to Thompson Millennium Green Management Committee:

Ian Robertson proposed and Andrew Wagner seconded Irene Smith as Thompson Parish Council's representative to the management committee of Thompson Millennium Green. Carried unanimously.

5 Co-option of Parish Councillor: Following a discussion regarding the request placed in The Waylander for applicants wishing to fill the single vacancy of Parish Councillor following the May 2015 uncontested election it was proposed by Duncan Gregory and seconded by Irene Smith that Mrs Jean Kaye be invited to join the Council. This was carried unanimously and the Clerk was directed to contact Mrs Kaye.

6 Matters arising:

6.1 CPRE Footpaths project: Nothing to report

6.2 Breckland Local Plan: Nothing further to report.

6.3 Thompson Footpath No.1: Kate explained that the request for a modification order for this footpath was made following representation of some Thompson parishioners to the Council that

the footpath was mentioned on the Norfolk County Councils Statement of Public Rights of Way but was now absent from the Council's Definitive Map of Public Rights of Way. Correspondence concerning this matter was discussed and the meeting decided to leave this matter in the hands of Norfolk County Council who will decide if the application progresses or is rejected.

- 6.4 Financial regulations:** The Clerk presented to the members draft Financial Regulations to replace those currently in use. Adoption of the new regulations was proposed by Andrew Wagner, seconded by Irene Smith and carried unanimously.
- 6.5 Blocked drains:** Highway rangers have excavated the blocked drain in Pockthorpe Lane but found it to be too full of roots for a simple repair. Roots need to be removed from the full length of the pipe. They have also reduced the level of spoil in the drainage ditch into which the pipe flows. It was also reported that there were problems with flooding in Church Lane, School Road and that the drains by the Church were again blocked. The Clerk is to contact Highways regarding these issues.
- 6.6 Thompson Community Hall:** Kate Winslow gave an update of progress to date of Thompson Community Hall which is now registered as a Charitable Incorporated Organisation.

7 Correspondence not already notified:

Norfolk Constabulary – Rob Coote, our PCSO is taking up a new position and as a result our PCSO is Tonya Winsley. The Clerk was directed to contact PCSO Winsley and invite her to meetings as an when her duties allowed attendance.

8 Reports:

- 8.1 Chair:** Kate Winslow said that she had little to add to that already discussed at the meeting but said that The Wayland Partnership was having a reception in October 2015 to celebrate the 15th anniversary of the Wayland Partnership. In addition there is to be a World War 1 heritage weekend at the Watton Sports hall on 14/15 November 2015.
- 8.2 Clerk:** Nothing further to report.
- 8.3 Thompson Millennium Green:** There was no report regarding Thompson Millennium Green but it was noted that the new play equipment was being widely used and that a sign had been erected near the equipment to commemorate Mr Basil Bird whose legacy to Thompson Millennium Green made this play equipment possible. Thompson Live 7 is scheduled to take place on Saturday 01 August 2015.

9 Financial matters:

- 9.1 Grants:** Grants for St Martin's Church (£323 of £500 for this year), Thompson Village Hall (£150) and the Wayland Partnership (£300) were proposed by Kate Winslow and seconded by Irene Smith and unanimously agreed by the members. The Cheques were prepared and signed at the meeting.
- 9.2 Accounts to date:** The Clerk presented the accounts for this financial year to date, an estimate of expenditure against forecast and bank reconciliation to 19 July 2015 (see addendum for these). Under the terms of the new financial regulation a Councillor who is not the chair or a cheque signatory is required to check and sign the bank reconciliation as being correct. Andrew Wagner was unanimously voted to carry out this duty for this year.
- 9.3 Approval of payment of accounts due:** None.
- 9.4 Approval of accounts due for payment since last meeting and paid:**

Date	Cheque No.	Payee	Amount	Reason
20/05/15	100557	Baggleys	£212.16	Mower service
22/06/15	100558	Serco	£168.06	Grounds maintenance
22/06/15	100559	NRCC	£50.00	Membership
30/06/15	100560	Clerk	£300.80	Salary
01/07/15	100561	HMRC	£75.20	PAYE/NI
02/07/15	100562	Thinking Rural	£36.00	Payroll services
20/07/15	100563	Serco	£168.06	Grounds maintenance
20/07/15	100564	Breckland Council	£75.00	Fee – uncontested election

Approval of the above payment was proposed by Duncan Gregory, seconded by Irene Smith and unanimously approved by the meeting.

10 Planning Applications: There are no new planning applications but it was reported that 3PL/2015/0570/O New house in the Garden of 1 High Houses had been rejected by the planners.

11 Date of Next meeting: 14 September 2015

12 Any other business (for agenda of next meeting):

12.1 Speed limit on A1075: The Clerk is to write to Highways expressing the councils concern that they had not been included in consultations for this and objecting to a blanket 50mph limit.

12.2 Invitation of our MP to the village: Clerk to contact to see if we can persuade her to visit Thompson to meet the electorate.

12.3 Dog waste bin: Clerk to contact Dog Warden regarding the installation of a dog waste bin adjacent to the litter bin at corner of School Road and Tottington Road.

12.4 Himalayan Balsam: This is growing actively on land near the watercourse adjacent to Stow Bedon Road. It is proposed for a working party to clear this on 02 August 2015 commencing at 10:00am. Irene smith is to contact the land owner to gain his permission to carry out the work.

12.5 Fallen tree on Stow Bedon Road: The Council wishes offer their thanks to the person who on Friday 24 July 2015 coned of Stow Bedon Road/Church Farm and then cleared the tree that was blocking the road.

12.6 Litter pick: The autumn litter pick will be held on Saturday 03 October 2015 commencing at 10:00am at Thompson village Hall.

There being no other business the meeting closed at 9:25 pm.

Kate Winslow
Chair

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Income/Expenditure against Budget to 28 July 2015

Item	Forecast Full year	Forecast to end July 2015	Actual to end July 2015	Extrapolation for year	Explanation of Variance
Income					
Precept	4300	2150	2450	4900	Precept increased to build up funds to cover the cost of elections which are, from May 2015 payable by the Parish Council without increase to rates paid.
Associated grant	212	111	111	222	
Dividend	0.32	0.16	17	17	HM Treasury has redeemed all 2½% consolidate stock held by Councils. This has resulted in a final payment.
Glass Recycling	200	200	231	231	Slightly up on forecast, but can only be a guess as amounts of glass and its value are variables
Vat reclaim	221	221	221	221	As expected
Total Income	4933	2682	2630	5591	
Expenditure					
Salary, Tax and NI	2004	501	376	1504	Clerks hours reduced.
Insurance	586	586	586	586	Unchanged
Mower maintenance	144	144	212	212	New battery required
Grass Cutting	1014	592	560	1027	New contract
Election	0	0	75	75	Registration of non contested election (Contested election will cost up to £1300.
Grants					
Church	380	380	0	323	Unpaid at time of meeting
Village Hall	150	150	0	150	Unpaid at time of meeting
Memberships					
Norfolk ALC	102	102	105	105	Based on numbers on electoral register - variable
Norfolk RCC (now Community Action Norfolk)	50	50	50	50	
Total expenditure	4430	2505	1889	4032	

Current predicted surplus of £1569

Reconciliation of bank accounts to 30 June 2015

Balances at 31/03/2015			
Business Premium Account	£1604.97		
Community Account	£3511.51		
Cheques not presented from Y/E 31/03/15	£501.00		
		Total	<u>£5617.48</u>
Receipts 01/04/2015 to 30/06/2015			
Business Premium Account			
Interest	£0.22		
Community Account			
Dividend 2½% consols	£0.08		
Breckland – Precept (½ year)	£2450.00		
Breckland – Grant (½ year)	£111.06		
Breckland – Glass Recycling payment	£230.72		
		Total	<u>£2792.08</u>
Paid out 01/04/2015 to 30/06/2015			
Cheques from Y/E 31/03/15			
	£501.00		
Serco – Grounds maintenance	£168.06		
Aon – Insurance	£585.79		
Baggleys – Mower repair	£212.16		
NALC – Membership	£105.40		
		Total	<u>£1572.41</u>
Reconciliation			
Y/E bank balances	£5617.48		
Receipts 01/04/15 to 30/06/15	£2792.08		
		Total	<u>£8409.56</u>
Less Payments	£1572.41		
		Total	<u>£6837.15</u>
Balances at 30/06/15			
Business Premium Account	£1605.19		
Community Account	£5231.96		
		Total	<u>£6837.15</u>