

Thompson Parish Council (TPC)  
Minutes of the Parish Council Meeting  
held in Thompson Community Hall on Tuesday 16 January 2024

Present:       Jean Kaye                   Chair  
                  Duncan Gregory       Vice Chair  
                  Ron Powrie  
                  Jean Wagner  
                  Kim Austin               Clerk

Also present: There were no members of the public present.

The meeting opened at 19:34.

**1. To consider accepting apologies for absence**

Apologies were received from Cllr. Barry Mallindine who was away and Cllr, Phil Cowen who had sent a report.

**2. To record declarations of interest from members in any items on the agenda**

There were no declarations of interest.

**3. To approve the minutes of the last Parish Council meeting on Tuesday 21 November 2023**

The minutes had been circulated to all councillors prior to the meeting. Cllr. Powrie proposed and Cllr. Gregory seconded the signing of the minutes. The minutes were duly signed by the Chair, Cllr. Jean Kaye.

**4. To discuss any matters arising from the minutes (Tuesday 21 November 2023) not on the agenda.**

The Clerk hadn't written to Amanda Benton yet but would as soon as possible regards access road.

**5. To adjourn the meeting for public participation, an opportunity for members of the public to raise any queries and concerns.** The meeting was not adjourned as no public were present.

**6. To discuss surface water management in Thompson and Reclaim the Rain project (JK)**

Cllr. Kaye reported, after 18 months, progress on the project is proving to be disappointing. She has written to the Project Manager requesting a meeting by the end of this month. Project updates are supposed to be monthly but there has not been an update for a long time.

Some ditches are not maintained, they have become blocked and need clearing. Some ditches are not even connected to suitable drainage. For example, overgrown ditches at Church end of the village ideally need use of a digger for half a day to clear. Cllr. Gregory agreed to obtain quotes.

Cllr. Kaye reiterated that the Project itself aims to find innovative solutions to capturing and reusing the rain water and will not fund ditch maintenance.

Cllr. Powrie mentioned the new pumping station being installed near Barn Ruche, Thetford Road, Watton and wondered if this would have any impact.

**7. To receive reports**

**7.1 Breckland District Councillor (PC) All Saints and Wayland Ward, January 2024**

Firstly, Sarah Suggitt and Phil Cowen wish you all a very Happy New Year and hope that everyone has enjoyed a relaxing festive break.

**Flooding.** Thankfully whilst there has been excessive rainfall recently there have been no major incidents of flooding that have impacted on the communities within the Ward. Locally, the Lead Flood Authority, Norfolk County Council have responded to some incidents.

Signed .....

Date .....

**Local Plan.** The proposed draft Local Plan is on programme the consultation meetings will be held between Monday 8th January until Monday 19th February 2024.

The Council has arranged a series of in-person workshops for town and parish councils and are emailing all clerks; we do encourage local councillors to email Breckland to reserve a place.

- Attleborough Town Hall, Tuesday 9th January, 6.00-7.30pm
- Dereham Town Hall, Tuesday 16th January, 6.00-7.30pm
- Swaffham Town Hall, Wednesday 17th January, 6.00-7.30pm
- Council Chamber, The Guildhall, Thetford, Tuesday 23rd January, 6.00-7.30pm
- **Watton Sports Centre, Wednesday 24th January, 6.00-7.30pm**

and public consultation events will be held as follows.

- Wednesday 10th January, 6.30pm-7.30pm - virtual event via Zoom.
- Thursday 1st February, 10am-1pm - Attleborough Charter Market (in front of the Town Hall), Queens Square, Attleborough
- Tuesday 6th February, 10am-1pm - Dereham Market, Market Place, Dereham

**Draft Budget and Medium Term Plan and Capital Strategy.** At Cabinet today Phil Cowen presented the Draft Budget and Medium Term Plan and Capital Strategy and took some questions on the detail. The document was issued for consultation in December and will be presented to the Scrutiny Committee on February 1st then on to Cabinet on 12th February and Full Council on 22nd February. Details can be found here at

<https://democracy.breckland.gov.uk/ieListDocuments.aspx?CIId=116&MIId=5007&Ver=4>

BRECKLAND LOCAL PLAN. The Clerk explained some of the proposals have the potential to seriously damage communities for years to come. The most serious is the potential removal of settlement boundaries. Housing allocations may be re-assessed for distribution of new housing stock. Need to look at proposed development strategy options: <https://brecklandlocalplan.commonplace.is/en-GB/proposals/alternative-development-strategy-options/step1>.

Also look at the 'Call for Sites' for Thompson. <https://res.cloudinary.com/commonplace-digital-limited/image/upload/v1673958110/projects/629f24b9234f33834737ac93/media-upload/Thompson%20combined%20December%202022.pdf/mhwiipzrzanbtmf5zrk5.pdf>

Cllrs. Kaye, Gregory and Wagner to attend the workshop at Watton Sports Centre on 24 Jan 2024. The Clerk to ensure all booked on the session.

**IMPORTANT** that villagers voice their own independent views on the Breckland Website.

## 7.2 Norfolk County Councillor (FE)

No report received from Cllr. Eagle.

## 7.3 Thompson Chair's report (JK)

Litter pick. Cllr. Kaye to advertise date of litter pick in the Waylander as 23rd.

## 7.4 Community Hall report (JK)

Bookings are picking up, albeit slowly. Couple of multi bookings from organisations. Couple of weddings. Arts festival in June. Planning a series of 'Coffee and Chrome' Sunday morning car gatherings over the spring and summer.

## 7.5 The Millennium Green report (AW). Angus Welch report was read out by the Clerk. Committee

No change. The committee works currently (and very ably!) without a chair but seeks a volunteer to take on this important role.

### Finances

Lottery income collection ongoing.

Signed .....

Date .....

## Boundaries and Green

- Diesel and/or Kerosene has been leaching into the ditch running along Tottington Road. The Environment Agency has been on site and placed an absorbent floating boom across the water in the ditch to soak up some of the spillage. It is unclear what further action will be taken by the Agency, the statutory authority in such matters. A source of the leaching has not been identified.
- Norfolk Trees has completed a Tree Survey of the TMG. The report continues to be considered by the Management Committee.

**Note:** Cllr. Powrie had a question about Tree Preservation Orders (TPOs). Whether a tree has a TPO or not can be checked on the Breckland website. Anyone can ask for a TPO to be placed on a tree even if they are not the owner and the tree is not on their land.

A resident in Hall Lane has an Ash tree that needs inspecting. It is an unadopted road. Possibly on Raker's Farm so they will need to be approached.

- The Management Committee looks forward hopefully to a positive PC decision that the existing grass cutting contract for the Millennium Green by TTSR be extended to include 3 further runs - see map held by the Parish Clerk for the details. The reason for this is that nettles are beginning to encroach the Green along these areas and need to be cut back next season and kept under control thereafter. In addition, the Management Committee is aware of an amount of adverse comment as to how the Green had looked unkempt this year. The Green is the focal point of Thompson and we should all do what we can to make it an attractive asset. We would request that TTSR assess the extra work to advise the best way forward and present the extra costings to the PC for consideration. The Management Committee would anticipate the initial cutting to take place over the next cutting season of 2024/25 and be part of the contract thereafter.
- The entrance wall by the bus stop needs attention as flints have become dislodged. This will be repaired when the weather improves.
- As reported previously, the Green has been awarded a grant of nearly £1300 from the DEFRA Countryside Stewardship Scheme to lay hedging on the boundary on School Road from the Green boundary with the Community Hall to the Bus Stop. The work has begun.
- T&Cs for (non-village) users of the Green is in draft form and being circulated around the committee.
- A new contract for vermin control has been placed.

## Play Equipment and Adult Exercise Area

The basketball square and net have been replaced and thanks to Tim Cottage for this.

## Community Involvement

**Next Working Party** A working party took place on 7 January when work to cut saplings on Tottington Road took place. Future working days will be announced, as required.

**Next Committee Meeting** Monday 12 February 2024

This report was accepted by members of the Parish Council, in their role as Parish Councillors and as Trustee of The Millennium Green.

## 8. To report on financial matters

### 8.1 Financial position

#### Bank account balances at Tuesday 16 January 2024

Barclays Community Account	£	10370.64
Barclays Business Premium Account	£	1631.43
<b>TOTAL as per bank</b>	<b>£</b>	<b>12002.07</b>

#### Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	9171.77
<b>TOTAL as per bank</b>	<b>£</b>	<b>12002.07</b>

Signed .....

Date .....

**8.2 Money in since last meeting (21 November 2023)**

4/12/2023	Barclays Savings Account - Interest	£	5.66
	<b>TOTAL IN</b>	<b>£</b>	<b>5.66</b>

**8.3 Bank Reconciliation**

<b>Opening balance</b> at bank, Current (Last meeting, 21 Nov 2023)	£	12005.15
<b>Opening balance</b> at bank, Savings (Last meeting, 21 Nov 2023)	£	1625.77 (Total £13630.92)
PLUS Money in since last meeting (as above)	£	5.66
MINUS Money out since last meeting (Total cheques 21 Nov 2023)	£	1418.16
MINUS CHQ810 £150.00 and CHQ811 £66.35 presented late	£	216.35
<b>Closing balances</b> at bank (This meeting, 16 Jan 2024, as above)	<b>£</b>	<b>12002.07</b>

**8.4 Cheques out (to sign)**

CHQ 819	Clerk's Wages - Dec. 23 M9, Jan. 24 M10 (x2)	£	526.28
CHQ 820	Kate Winslow - Reimbursement - Xmas Tree/Lights	£	65.96
CHQ 821	Baileys of Norfolk - 2 x pallets of 15kg sandbags	£	327.60
	<b>TOTAL OUT</b>	<b>£</b>	<b>919.84</b>

THOMPSON PARISH COUNCIL ACCOUNTS				INCOME						
				YEAR ENDED 31 March 2024						
Date	From	Description		PRECEPT	SAVER AC INTEREST	RECYCLING GLASS & PAPER	GRANTS ETC	VAT	MISC	TOTAL
07/04/2022	Breckland Council	Precept 1 of 2	DIR	3,600.00						3,600.00
21/04/2023	Thompson Hall	Repay TTSR grass cutting	CHQ						386.84	386.84
05/06/2023	Barclays	Barclays Saver A/C Interest	DIR		3.37					3.37
26/07/2023	Breckland Council	Glass recycling payment	DIR			142.91				142.91
30/08/2023	HMRC	Vat annual refund	DIR					322.27		322.27
04/09/2023	Barclays	Barclays Saver A/C Interest	DIR		4.34					4.34
27/09/2023	Breckland Council	Precept 2 of 2	DIR	3,600.00						3,600.00
04/12/2023	Barclays	Barclays Saver A/C Interest	DIR		5.66					5.66
				<b>7,200.00</b>	<b>13.37</b>	<b>142.91</b>	<b>0.00</b>	<b>322.27</b>	<b>386.84</b>	<b>8,065.39</b>

**£8065.39**

THOMPSON PARISH COUNCIL ACCOUNTS 2023 - 2024				EXPENDITURE																	
				YEAR ENDED 31 March 2024																	
Date	To	Description	CHQ	CLERK WAGES	POSTAGE	RECYCL SERVICE	COUNCIL TRAFFIC	HALL	NO	INS	INSURANCE	AUDIT	DONATIONS	REPS	GRASS CUTTING	WEB SITE	MISC	CAPITAL	VAT	TOTAL	
01/05/2023	TTSR Limited	Grass cutting 1 of 2 (50%)	799												593.25					118.65	711.90
16/05/2023	Info Commissioner	Annual Data Protection Fee	800												40.00						40.00
16/05/2023	Sally Foreman - Plant	Internal Audit "Plant Hammer"	801										30.00								30.00
01/05/2023	NALC	Annual Subscription - renew	802												145.17						145.17
16/05/2023	Kim Austin Clerk	Clerk's wages Mt2, Mt.M2 2023	803	736.93																	736.93
16/05/2023	Kim Austin Clerk	Reimb. Postinkpaper	804		20.43					14.35											34.78
22/05/2023	Quinch Municipal Insur	Annual insurance - new supplier	805								241.00										241.00
23/05/2023	Annual donation	Thompson Community Hall	806											300.00							300.00
23/05/2023	Annual donation	Wayland Partnership	807											300.00							300.00
23/05/2023	Annual donation	Millennium Green - TMOCT	808											500.00							500.00
16/07/2023	Kim Austin Clerk	Clerk's wages M3/M4 2023	809	492.62																	492.62
16/07/2023	Thompson WI	One off donation	810											150.00							150.00
31/08/2023	Royal Red Cross	Reimb. T Blake - adult defib cap	811														56.45			9.90	66.35
19/09/2023	NALC	Annual payroll services 23/24	812			96.00														19.20	115.20
02/09/2023	Helping Hands	Liter picking hoops x 10 Reimb	813																	99.90	119.88
12/07/2023	tesco	ink cartridge - black	814							10.00											10.00
19/09/2023	Kim Austin Clerk	Clerk's wages M5/M6 Aug/Sept	815	492.62																	492.62
26/10/2023	Breckland	Uncontested election fees 5/23	816																75.00		75.00
21/11/2023	Kim Austin Clerk	Clerk's wages Oct 2023 - M7	817	263.64																	263.64
21/11/2023	Kim Austin Clerk	Clerk's wages Nov 2023 - M8	817	263.64																	263.64
21/11/2023	Kim Austin Clerk	Clerk's wages 1/4/3 1/10 back	817	121.31																	121.31
01/05/2023	TTSR Limited	Grass cutting 1 of 2 (50%)	818												593.25					118.65	711.90
16/01/2024	Kim Austin Clerk	Clerk's wages Dec 2023 - M9	819	263.04																	263.04
16/01/2024	Kate Winslow	Reimburse for TPC Xmas Tree	820																	65.96	65.96
11/12/2023	Baileys of Norfolk	2 x pallets of 15kg sandbags	821																	273.00	327.60
				<b>2,618.47</b>	<b>20.43</b>	<b>96.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24.35</b>	<b>241.00</b>	<b>30.00</b>	<b>1,250.00</b>	<b>185.17</b>	<b>1,186.50</b>	<b>0.00</b>	<b>470.41</b>	<b>99.90</b>	<b>340.98</b>		<b>6,563.21</b>

**£6563.21**

Signed .....

Date .....

## 8.5 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual			
AT 16/01/2024	2023 - 2024		2023 - 2024
	Budget	Forecast	Actual to date
	2023/2024	2023/2024	2023/2024
<b>IN COME</b>			
Precept	7,200.00	7,200.00	7,200.00
Recycling	190.00	190.00	142.91
Interest (Barclays Saver)	0.20	10.00	13.37
Grant	0.00	0.00	0.00
VAT	400.00	400.00	322.27
Other	0.00	0.00	386.84
<b>Total</b>	<b>7,790.20</b>	<b>7,800.00</b>	<b>8,065.39</b>
<b>EXPENDITURE</b>			
Staff Costs including PAYE	2,955.72	2,955.72	2,618.47
Payroll services	108.00	108.00	96.00
Internal audit fee	30.00	30.00	30.00
Postage	25.00	25.00	20.43
Insurance	241.00	241.00	241.00
Grass cutting	1,387.35	1,387.35	1,186.50
Training	120.00	120.00	0.00
Printer/consumables	35.00	35.00	24.35
Website	165.00	165.00	0.00
Capital	70.00	70.00	99.90
Defibrillator (Batts/Pads)	200.00	200.00	56.45
Miscellaneous/Contingency	200.00	200.00	413.96
Donation - St. Martin's Church	500.00	500.00	0.00
Donation - Wayland Partnership	300.00	300.00	300.00
Donation - Thompson Community	300.00	300.00	300.00
Donation - Thompson Millenium G	500.00	500.00	500.00
Donation - WI	0.00	150.00	150.00
Subs - Norfolk ALC	145.17	145.17	145.17
Subs - Info Comm Registration	40.00	40.00	40.00
VAT	300.00	300.00	340.98
<b>Total</b>	<b>7,622.24</b>	<b>7,772.24</b>	<b>6,563.21</b>
<b>PRECEPT £7200</b>	<b>Budget</b>	<b>Forecast</b>	<b>Actual to date</b>
<b>2023/2024</b>	<b>2023/2024</b>	<b>2023/2024</b>	<b>2023/2024</b>

## 8.6 Precept setting 2024-2025

The Clerk had circulated, before the meeting, a summary of the precepts over the previous years and some figures on which to discuss spend forecast for 2024-2025 and to decide on the precept.

YEAR	PRECEPT	INCREASE
2019/2020	£5,550	300
2020/2021	£5,800	250
2021/2022	£6,100	300
2022/2023	£6,600	500
2023/2024	£7,200	600
2024/2025		

Thompson Parish Council - Figures for PRECEPT			
AT 16/01/2024	2023 - 2024		2024 - 2025
	Actual to date	Forecast for precept	
	2023/2024	2024/2025	
<b>INCOME</b>			
Precept	7,200.00	7,200.00	
Recycling	142.91	150.00	
Interest (Barclays)	13.37	20.00	
<b>Total</b>	<b>7,356.28</b>	<b>7,370.00</b>	
<b>EXPENDITURE</b>			
Staff Costs includ	2,618.47	3,163.68	
Payroll services	96.00	96.00	
Internal audit fee	30.00	30.00	
Postage	20.43	20.00	
Insurance	241.00	260.00	
Grass cutting	1,186.50	1,269.75	
grass Tottington F	0.00	201.00	
Training	0.00	200.00	
Printer/consumab	24.35	25.00	
Website	0.00	100.00	
Capital	99.90	0.00	None planned
Defibrillator (Batts	56.45	100.00	
Miscellaneous/Co	413.96	100.00	
Donation - St. Mar	0.00	500.00	
Donation - Waylar	300.00	300.00	
Donation - Thomp	300.00	300.00	
Donation - Thomp	500.00	500.00	
Donation - WI	150.00	150.00	
Subs - Norfolk AL	145.17	145.17	
Subs - Info Comm	40.00	40.00	
<b>Total</b>	<b>6,222.23</b>	<b>7,500.60</b>	<b>£130 shortfall</b>
<b>PRECEPT £7200</b>	<b>Actual to date</b>	<b>Forecast</b>	
<b>2023/2024</b>	<b>2023/2024</b>	<b>2024/2025</b>	

Signed .....

Date .....

All councillors agreed the precept should be increased to cover rising costs. A figure of £500 was agreed. The precept would increase from £7200 to **£7700**. Precept Form B was completed by the Clerk and signed by the Cllr. Jean Kaye as chair. The Clerk would return the signed form by the deadline of 31 January 2024.

#### **Bank account signatories**

The emails received from Barclays to effect the changes in signatories have now unfortunately expired. The Clerk will contact Barclays again to re-initiate the process.

### **9. To consider planning applications**

#### **9.1 Planning outcomes since last meeting (21 November 2023)**

**3PL/2023/0926/VAR PRESTON** Threshing Yard Barn Hallfield Road IP24 1PT. Variation of Condition No2 on 3PL/2014/0188/F - Retrospective design changes and erection of a front porch. (070) **PERMISSION**

**3PL/2023/0944/LB PRESTON** Threshing Yard Barn Hallfield Road IP24 1PT. Variation of Condition No2 on 3PL/2014/0188/F - Retrospective design changes and erection of a front porch. (071) **PERMISSION**

**3AG/2023/0017/AG BORUCH** Green Farm House Church Road IP24 1QB. Proposed new road. (072) **NO PRIOR APPROVAL**

The Case Officer had confirmed to Cllr. Kaye that the parameters considered gave no reason to reject the application. They had spoken to the applicant. The farm house being listed did not affect the allowed distance between the building and the proposed road.

#### **9.2 Applications pending outcome**

There were no applications pending outcome.

#### **9.3 New applications since last meeting (21 November 2023)**

**3PL/2023/1080/LB WOLSTENHOLME** College Farm, College Road IP24 1QG. Proposed Addition of Shower room window, stable door and x2 ground floor windows to end shed of Cow Barn (073).

This application was discussed by the councillors before the meeting, where they agreed they had **NO OBJECTION**. This view and agreement were ratified at this meeting.

No new applications received after agenda finalised.

#### **9.4 Planning Enforcement. None.**

### **10. To discuss any correspondence.**

No correspondence.

### **11. AOB - To receive items for the next agenda.**

Cllr. Wagner asked if fence posts should be erected using concrete or not. No definitive answer.

Cllr. Gregory asked if there was any new on the Footpath. The answer was no.

Cllr. Powrie reported that Breckland were increasing their fines for fly tipping from £400 to £1000. A better deterrent and maybe put something in the Waylander. Recycling centres are now accepting domestic building waste with no charge.

Cllr. Kaye mentioned that Barclays was in 'The Banking Hub' in Watton but it was a very reduced service.

Cllr. Gregory mentioned he would be away so would not be able to deliver the Waylander as usual. Cllr. Wagner offered to deliver instead.

### **12. Date of next Meeting**

**Tuesday 19 March 2024 - 7.30pm** Thompson Community Hall.

**The meeting closed at 20:54**

Signed .....

Date .....