

Thompson Parish Council (TPC)  
Minutes of the Parish Council Meeting  
held in Thompson Community Hall on Tuesday 18 July 2023

Present:	Jean Kaye	Chair
	Duncan Gregory	Vice Chair
	Barry Mallindine	
	Ron Powrie	
	Jean Wagner	
	Kim Austin	Clerk
	Fabian Eagle	NCC Councillor

Also present: There were 3 members of the public present.

The meeting opened at 19:30.

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

Apologies were received from District Cllr. Phil Cowen who was attending another meeting.

**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 16 May 2023**

The minutes had been circulated prior to the meeting. Cllr. Wagner proposed approval of the minutes and Cllr. Gregory seconded the proposal. On a vote, this was carried unanimously and the minutes were signed by the Chair, Cllr. Jean Kaye.

**4. To discuss any matters arising from the minutes (Tuesday 17 January 2023) not on the agenda.**

**Parish Council donation to WI.** This had been discussed at the AGM in May, where it was proposed to give a one-off payment of £150. However, not all councillors agreed and so it was decided to find out, what the WI would use the money for, if granted. A response was received from Angus Welch as follows:

The WI membership remains at 18, which it is hoped to bolster over the coming year. To recruit effectively relies on the WI 'selling itself' and offering opportunities attractive to potential members - sometimes these come with a cost. Below are examples of where those costs lie and it is to offset those costs that the Thompson WI seeks the grant from the Parish Council.

- Offering opportunities for members to attend courses/educational seminars and so on, sponsored at Norfolk/National Federation level.
- Ensuring that WI Committee Members are appropriately trained/qualified for the role they serve e.g., Finance Committee Member.
- Funding the informative talks and demonstrations that members attend at the WI meetings. Some speakers give their time free of charge but others have to be paid for, even if just travelling expenses.
- Online courses
- Some members who want to attend courses are put off by the costs and it would be good for the WI to support them to achieve their goals.

The WI is a positive asset to Thompson, its members are from the village and its deep and on-going support to the village community and wider Norfolk Federation make it a worthy recipient for a grant from the Parish Council. Ultimately, the more members the group can attract, the more volunteers are available to help at pan village events.

A Parish Councillor asked that the accounts/budget be substantiated. It was agreed that the grant of £150 would be made and a cheque was written. If the figures showed a need in future years a subsequent grant would be considered.

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**5. To adjourn the meeting for public participation, an opportunity for members of the public to raise any queries and concerns.**

The meeting was adjourned. The footpath was discussed. It was asked, why, if a notice had been served, why the footpath remained closed ? Cllr. Eagle explained that they will not take action whilst the inquiry/adjudication is ongoing. An appeal had been made and once the appeal has gone through, then they would serve the legal notices again. Once finalised, if the outcome is that it should be opened, then this should happen straight away. The footpath trails team would cut and clear and have to include it on a maintenance schedule. If not opened, it will cost NCC to open it. Cllr. Eagle said this was the only case he knows of that has been escalated and gone to the Inspectorate to make the final determination. So much money has been spent on it. Hopefully there will be no further review and can be sorted by correspondence.

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

Cllr. Kaye reported that no more workshops had been held. Data was being collected and the area reviewed. Cllr. Kaye had walked round the village with the environmental team and highways. They surveyed at the crossroads and found some drains they were not aware of, which should now get onto their rota for cleaning and maintenance. They would look at options on drainage arrangements at the crossroads, Pockthorpe Lane and the drains near the church would be included. The project would then move forward in Thompson and the other villages. The teams would meet again on 20 July 2023.

**7. To consider the Invitation to Bid for NCC Parish Partnership Scheme 2024-2025 for local highway improvements.**

There were no suggestions that this grant could be used for in the village. Deadline for applications is December 2023.

**8. To discuss the Village Sign.**

The Village Sign was one of the things that was done to celebrate the Silver Jubilee in 1977. The sign had some attention since, in 2018/2019 when the sign fell over in a gale. The sign had some rot and caused some damage to the scene at the top. It was repaired, painted black and re-erected but recently some pieces have broken away. There is potential funding for a replacement. Cllr. Kaye has put an article in the Waylander about the sign, as this should be a village decision. Questions: Do we want a new sign ? What material should it be made of ? (Wood, Metal or Resin) and what design ? Need to consider longevity when deciding on the material; Wood is degradable, hence the state of the current sign, metal would be more hardwearing and resin does tend to come in brighter colours. People were asked to contact the Parish Clerk with their views in time for the September PC meeting. The Thompson Charity fund to support village related needs could be considered for funding. A village group would be set up to sort. Cllr. Powrie thought most people would say yes to a new village sign.

**9. To discuss the proposed Telecommunications Installation - Thompson Grove - IP24 1PS.**

Cllr. Kaye thinks VMO2 (Virgin Media O2 - the operator) has chosen a good spot to site the mast. Although very tall, it would probably not be noticed. At least, they are trying to do something about the poor signals in the area. A successful project would give reliable 4G connectivity. Seems, the company is buying up sites and selling off to the telecommunication providers. The Councillors voted and they had NO OBJECTION to this installation.

**10. To receive reports**

**10.1 Breckland District Councillor (PC)**

Cllr. Cowen had sent his apologies and had forwarded his report to the Clerk. The Clerk apologised for not having this report available to read out at the meeting. The following report was circulated to all councillors after the meeting.

Following the elections in May, the council is settling down with the influx of some new members and a number of induction sessions are in hand to give support to members who may not be familiar with the machinations of local government. The leader has confirmed a Cabinet and the

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summer edition of Transforming Breckland lists all the newly elected members of council and provides a guide as to how to contact members by email.

Sarah Suggitt and Phil Cowen both hold cabinet positions. Sarah is Deputy Leader of the Council and the executive member for Strategic and Operational Planning whilst Phil is the executive member for Finance, Revenues and Benefits.

We have spoken in the past about the Local Plan Review, and we have been advised that the Inspector has indicated that they are content with our partial Review that addresses issues and aspects emanating from our current plan, and we are therefore optimistic that when the full review is complete that we will receive a similar response.

The full review has yet to delve into the detail, but officers are engaged in sifting through the hundreds of sites that have been offered up and members will soon be able to interrogate the shortened list and discuss with local communities, their thoughts as well. Thus far, no decisions have been made with regard to any sites that have been put forward through the call for sites. Our contract with Serco who collect our bins is being fine-tuned as the new central operational site in Watton beds in, but we await with keen interest announcements from Westminster regarding a suggested universal waste service that may see many more discrete recycling bins where households may be required to separate recyclables on the 'doorstep' together with a universal national bin colour arrangement and perhaps garden waste being treated in a different manner.

Otherwise, the business of running and managing the council continues with officers and members engaged upon the preliminary phases of developing our budget for the next financial year.

#### 10.2 **Norfolk County Councillor (FE)**

**A47 improvements.** There is a judicial review as part 1 failed. Easton/Honingham - to be challenged. 17 passes - Western link will continue.

**Adult Social Care.** Funded via Council Tax but costs more than is allocated. Funding needed at a national level. Unaffordable for all counties. Costs increase to provide more assisted living as patients maintain their independence and stay in their homes.

**Children's Services.** £120 million to build schools but have to provide taxis to get children there, increasing costs.

**Post 16 education.** There is a charity in Swaffham making sure that all children have transport.

**Leaders.** Andy Proctor has stepped down and Kay Billig is the new leader of Norfolk County Council.

Cllr. Powrie mentioned **Martyn's Law**. Introduced, following a campaign to commemorate one of the victims murdered in the Manchester Arena attack in 2017. Aims to place a duty on qualifying public premises or events to take steps to reduce the threat of terrorism to the public. Cllr. Eagle said all events have to have their own security etc. Organisers would provide training to their own staff. Cllr. Kaye said that all events at Thompson Community Hall have a Risk Assessment, not a legal requirement but best practice - as a matter of course.

#### 10.3 **Thompson Chair's report (JK)**

Need to agree the next litter pick. Vegetation growth is even higher this year. November or later would be good. Agreed 11 November. JK to advertise date in the Waylander. Cllr. Mallindine had picked up 6 tyres from Peddars Way and left them outside Geoff Winslow's house for collection. JK not sure the council would collect.

Need a better specification of bag hoops. Parish Council agreed to pay. The Clerk to speak to Kate Winslow to see what is required.

#### 10.4 **Community Hall report (JK)**

JK reported a reasonable amount of hall bookings. Had an issue with a booking when a bouncy castle arrived, as wasn't aware it was coming. Need to tighten up on the Terms and Condition of hiring and cancel/close events that do not comply. Looking at noise limiters. There is a wedding booked for August and some bookings for evening parties. The Book Sale was not as successful as previous years, as the weather was very hot and there were sporting events on the television. There will be a book and craft event late November.

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

- **Committee**
  - No change.
- **Finances**
  - Lottery income collection ongoing.
- **Boundaries and Green**
  - A freshwater basin has been dug in adjoining the pond to allow land-based animals to have access to water in the drier months.
  - The Green has been awarded a grant of nearly £1300 to lay hedging on the boundary on School Road from the Green boundary with the Community Hall to the Bus Stop. The work will take place over the winter months.
  - Quotes are being sought to undertake a full audit of all the trees on the Green by a professional Tree Surgeon, to Identify, Map and Tag all trees and to have them assessed for any damage and work required to ensure that they are all safe, given that the Green is an open space to visit.
  - Use of Millennium Green on Friday mornings by Thompson Primary School. 9-12 most Friday mornings led by Stuart Fidler (qualified and experienced Primary School Teacher and Forest School leader) and 2 members of school staff and usually a local volunteer will lead 3 groups of children (25ish children per group, each for about an hour) for 'Forest School' type activities/physical activity/engagement with nature/games etc.
- **Play Equipment and Adult Exercise Area**

A Progress Report has been submitted to the Norfolk Community Foundation to give an update on the £1500 grant awarded from the Lovewell Blake Fund for the repair and restoration of the children's play equipment.
- **Community Involvement**
  - Next Working Party will take place on tbc

**Next Committee Meeting and AGM** - 25 July 2023 at 5pm in TCH.

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

## 11. To report on financial matters

### 11.1 Financial position

#### Bank account balances at Tuesday 18 July 2023

Barclays Community Account	£	9170.29
Barclays Business Premium Account	£	1621.43
<b>TOTAL as per bank</b>	<b>£</b>	<b>10791.72</b>

#### Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	7961.42
<b>TOTAL as per bank</b>	<b>£</b>	<b>10791.72</b>

### 11.2 Money in since last meeting (16 May 2023)

05/06/2023 Barclays Savings Account	£	3.37
<b>TOTAL IN</b>	<b>£</b>	<b>3.37</b>

### 11.3 Bank Reconciliation

<b>Opening balance</b> at bank, Current (Last meeting, 16 May 2023)	£	12212.07
<b>Opening balance</b> at bank, Savings (Last meeting, 16 May 2023)	£	1618.06 (£13830.13)
PLUS Money in since last meeting (as above)	£	3.37
MINUS Money out since last meeting (Total cheques 16 May 2023)	£	1700.78
MINUS Cheques already signed (Donations & Insurance)	£	1341.00
<b>Closing balances</b> at bank (This meeting, 18 July 2023, as above)	<b>£</b>	<b>10791.72</b>

Signed .....

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### 11.4 Cheques out (to sign)

CHQ 805	Zurich Municipal Insurance - Annual insurance.	£	241.00 (ALREADY SIGNED)
CHQ 806	Donation (22-23) - Thompson Community Hall	£	300.00 (ALREADY SIGNED)
CHQ 807	Donation (22-23) - Wayland Partnership	£	300.00 (ALREADY SIGNED)
CHQ 808	Donation (22-23) - The Millenium Green CT	£	500.00 (ALREADY SIGNED)
CHQ 809	Clerk's Wages - June/July 2023 M3, M4	£	492.62
<b>TOTAL OUT</b>		<b>£</b>	<b>1833.62</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
				<b>3,600.00</b>	<b>3.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>386.84</b>	<b>3,990.21</b>

**£3990.21**

THOMPSON PARISH COUNCIL ACCOUNTS 2023 - 2024										EXPENDITURE									
										YEAR ENDED 31 March 2024									
Date	n v To	Description	CHQ	CLERKS WAGES	POSTAGE	PAYROLL SERVICES	COUNCIL TRAINING EXPENSES	HALL HIRE	PRINTER INSURANCE	AUDIT	DONATIONS	SUBS	GRASS CUTTING Etc.	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 - Plan	Internal Audit 'Plant Hamper'	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 M12, M1,M2 202	803	738.93														738.93	
16/05/2023	Kim Austin Clerk	Reimb. Post/ink/paper	804		20.43			14.35										34.78	
22/05/2023	Zurich Municipal Insu	Annual Insurance - new supplie	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 - TMGCT	808								500.00							500.00	
18/07/2023	Kim Austin Clerk	Clerk's wages M3/M4 2023	809	492.62														492.62	
				<b>1,231.55</b>	<b>20.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14.35</b>	<b>241.00</b>	<b>30.00</b>	<b>1,100.00</b>	<b>185.17</b>	<b>593.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>118.65</b>	<b>3,534.40</b>

**£3534.40**

### 11.5 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual			
AT 18/07/2023			
	Budget	Forecast	2023 - 2024
	2023/2024	2023/2024	Actual to date 2023/2024
<b>INCOME</b>			
Precept	7,200.00	7,200.00	3,600.00
Recycling	190.00	190.00	0.00
Interest (Barclays Saver)	0.20	10.00	3.37
Grant	0.00	0.00	0.00
VAT	400.00	400.00	0.00
Other	0.00	0.00	386.84
<b>Total</b>	<b>7,790.20</b>	<b>7,800.00</b>	<b>3,990.21</b>
<b>EXPENDITURE</b>			
Staff Costs including PAYE	2,955.72	2,955.72	1,231.55
Payroll services	108.00	108.00	0.00
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	593.25
Training	120.00	120.00	0.00
Printer/consumables	35.00	35.00	14.35
Website	165.00	165.00	0.00
Capital	70.00	70.00	0.00
Defibrillator (Batts/Pads)	200.00	200.00	0.00
Miscellaneous/Contingency	200.00	200.00	0.00
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
Subs - Norfolk ALC	145.17	145.17	145.17
Subs - Info Comm Registration	40.00	40.00	40.00
VAT	300.00	300.00	118.65
<b>Total</b>	<b>7,622.24</b>	<b>7,622.24</b>	<b>3,534.40</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>

Signed .....

Date .....

**Finance Notes/Clerks Notes:**

**Bank account signatories**

Clerk to change mandate for signatories.

**VAT**

Approx. £320 VAT to claim back.

**TTSR Grass/verge maintenance**

Geoff Winslow had spoken to TTSR to request some extra work as follows:

**Extra cut alongside ditch on Tottingham Road** - Extra £12.50 per visit.

**½ metre margin around the new small trees** - we have added a note onto our schedule and advised the Team that when cutting the green, they are to leave a ½ metre margin around these young trees.

**Mole Catcher** - Their next visit to the Green will be around 14th July. They have asked if we would like to provide a contact name & number, so they can give the Mole Catcher a call to confirm and then advise when they're on the way. Going forward. they can pre-warn the Mole Catcher when their visit would be.

All councillors agreed this was acceptable. The Clerk would confirm this decision so the extra work can be added to the schedule. The extra costs would be included on the invoice.

**TTSR extra services.** The clerk had received an email from TTSR informing the Parish Council that they now supply a range of nursery stock; bulbs (daffodils), bedding plants, shrubs, trees, compost and woodchip. The Parish Council agreed they had no requirement at present but would keep on file.

**12. To consider planning applications**

**12.1 Planning outcomes since last meeting (16 May 2023)**

**3PL/2022/0098/F GORAM** Dersingham House and Stornoway Marlpit Road IP24 1PR, Chalet bungalow and waste treatment plant to the rear of Dersingham House and Stornoway (050) **REFUSED**

**3PN/2023/0008/UC RAKER** Redbrick Barns Marlpit Road IP24 1PR/ Prior approval for proposed change of use of agricultural building to 4no. dwellinghouses (Use Class C3) and for building operations reasonably necessary for the conversion The Town and Country Planning General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q. (061) **PRIOR APPROVAL GIVEN**

**3PL/2023/0366/F (3PL/2022/1167/F Withdrawn) PARROTT** Land off Hallfield Road IP24 1PT, Retrospective application for the retention of one timber cabin (to be used as a holiday let) (063) **PERMISSION**

The permission given stipulates one cabin only for renting purposes. The applicant has approached 2 caravan associations to gain approved site status. Notices have gone up, one back as far as Jan/Feb to become a certified site. Should let Breckland Planning know. Thompson Community Hall had received a letter from the Caravan Club to say they had been approached by the applicant to apply for 6 caravans and additional tents. Already putting power and water and toilet facilities in. Caravans have been seen on the land for the last month. Can have up to 5 before need planning. Condition stipulated by Breckland states no camping related activity of structures.

**3PL/2023/0406/HOU DAWSON** 25 Pockthorpe Lane IP24 1PN, Proposed Single Storey Front & Rear Extensions (064) **PERMISSION**

**3PL/2023/0445/F DOWN** Leggates Barn Church Road IP24 1QB, Change of use of agricultural land to domestic curtilage (065) **PERMISSION**

**12.2 Applications pending outcome**

**3PL/2022/1427/TDC WESTMERE HOMES (WAS BLUE OAK)** Land to the east of Marlpit Road and South of Mill Road, Technical details consent for the erection of 4no. dwellings with associated access, foul and surface water drainage, parking and landscaping following Permission in Principle approval - 3PL/2020/1215/PIP (058) and revision (059) and additional info: revised flood risk (062)

**3PL/2023/0177/D AINGE** Land Adjacent to Farriers Tottington Road IP24 1PX. Approval of Reserved matters following Outline approval 3PL/2022/0016/O (060)

Signed .....

Date .....

**12.3 New applications since last meeting (16 May 2023)**

**3PL/2023/0584/LB CUTHBERT** 22 Pockthorpe Lane IP24 1PN. To replace 2 front dormer windows and ground floor front bathroom window with new hardwood windows (O66). This application was discussed and all councillors they had NO OBJECTION.

**3PL/2023/0670/O FLOAT** Land to rear of 1 Pockthorpe Lane IP24 1PN. Outline application with all matters reserved for the demolition of existing garage and erection of 1no. dwelling. (O67)

Dormer in keeping. Parking for 3 cars, no garage (Existing garage is an eyesore). Example of floor plan which can obviously change as this is an outline application. No documents available in addition to site plans. If outline is approved, the plans that follow can be very different.

Drainage is a key issue. A soakaway is proposed but doesn't say where. Same drainage issues apply as for Goram application, 3PL/2022/0098/F. Not proposing to put treated water into the ditch. It was noted that people in neighbouring bungalows might complain about being overlooked.

The Councillors had no objection to the construction of a dwelling on the area of land shown on the site plan of the application or to the indicative plan and front elevation of the dwelling shown in the Site and Block Plan.

The Councillors however have concerns relating to how the waste-water from the proposed property will be managed. The area in question suffers from poor drainage. Should this Outline Application be approved the Councillors will expect to see a detailed description of the drainage arrangements for the property when the Reserved Matters come forward for approval.

**12.4 Planning Enforcement.**

Nothing to report.

**13. To discuss any correspondence.**

The defibrillator at the school is old (2008). Would need funding if a replacement is required. Cllr. Mallindine will check what the life expectancy of a defibrillator is with the fire brigade. **Post Meeting Note:** Life is stated as ~ 10 years. Cllr. Kaye has written to Theresa Blake who works for the Red Cross.

**14. AOB - To receive items for the next agenda.**

**Green Farm.** The farm and land have been sold and it is rumoured that the new owners are looking to start a business converting pallets to woodchip. Concerns about the noise of the machinery have been raised, as well as the extra traffic expected, with a significant amount of lorry movements. Articulated lorries may churn up the verges.

A councillor suggested that the new owners are invited to the next PC meeting to discuss their intentions with a view to allaying any fears from residents. Post meeting note: The new owners have been invited to the next PC meeting.

No. 1. The garden is now tidy.

**15. Date of next Meeting**

**Tuesday 19 September 2023 - 7.30pm Thompson Community Hall.**

**The meeting closed at 21.28**

Signed .....

Date .....