

Thompson Parish Council (TPC)
Minutes of the Parish Council Meeting
held in Thompson Community Hall on Tuesday 19 September 2023

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

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

The meeting opened at 19:30.

1. To consider accepting apologies for absence

Apologies were received from Cllr. Ron Powrie who was unwell, Cllr. Barry Mallindine who was at work and Cllr. Fabian Eagle.

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 18 July 2023

The minutes had been circulated prior to the meeting. Cllr. Gregory suggested a change to the wording at the end of paragraph 4 regards the donation to the WI. The change was hand-written on the minutes and signed by the Chair, Cllr. Jean Kaye. The Clerk would amend the minutes for the website after the meeting to read: *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.* Cllr. Wagner proposed approval of the minutes and Cllr. Gregory seconded the proposal. On a vote, this was carried unanimously and the minutes, in their entirety, were signed by the Chair, Cllr. Jean Kaye.

4. To discuss any matters arising from the minutes (Tuesday 18 July 2023) not on the agenda.

There were no matters arising.

5. To adjourn the meeting for public participation, an opportunity for members of the public to raise any queries and concerns. There were no members of the public present.

6. To update on Green Farm - new owners - new business (Jan and Becks)

A letter had been sent to Jan and Becks, the new owners of Green Farm to welcome them to the village and to invite them to attend the next Parish Council meeting, to introduce themselves and to tell us about any plans for Green Farm. Unfortunately, they were not able to attend due to work commitments. They did say the only work they have carried out so far on the barns is to install Solar panels and they are currently waiting to be connected to the National Grid.

It was agreed the invite for Jan and Becks to attend would be extended to the next Parish Council meeting on 14 November 2023. Cllr. Gregory suggested the meeting could be by Zoom/Teams as this would enable Jan and Becks to participate if they wish to do so.

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

Cllr. Kaye reported that a survey of the drains was carried out by Highways last week. The drains had been jetted to look at condition and suitability and to map where the drains run. Hopefully all have now been identified. No report received as yet. An update from the project group spoke of looking for innovative solutions to any issues found. Will talk about the options over the next few months.

Signed

Date

Thompson representatives will probably have little influence on what they actually do. Even the drains being cleared on a regular basis would be good.

8. To discuss the Village Sign.

An article in the Waylander asked people to contact the Parish Clerk with their views in time for the September Parish Council meeting, but as of date there had been no interest. Cllr. Kaye will advertise the setting up of a village group to deal with the replacement of the old sign. Bronwen Tyler and Teresa Blake would like to be involved and there may be others too. A meeting will be set up, and once the group has come up with ideas, drawings and materials then they would consult with the community. The Thompson Charity fund which exists to support village related needs could be considered for funding.

9. To receive reports

9.1 Breckland District Councillor (PC)

No report received from Cllr. Cowen.

9.2 Norfolk County Councillor (FE)

No report received from Cllr. Eagle.

9.3 Thompson Chair's report (JK)

Kate had requested 10 new hoops to help with the litter picking. These had now been received but had not as yet been used. They should make the job a bit easier with clips rather than elastic.

9.4 Community Hall report (JK)

There was a wedding at the Hall in August. Lots of other bookings for a race night (starters and finishers), a quiz, a German themed evening. Plans for an Art exhibition and art sale next year.

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

Committee

- Tina Sales resigned as Chair and from the Committee too.
- Geoff Winslow resigned from the Committee.

Finances

- Lottery income collection ongoing.
- Insurance renewal has been taken out and the purchase of sum-up machines.

Boundaries and Green

The children's play equipment and adult exercise equipment has been inspected for this year and some work is required. In summary:

- Basketball board needs replacing, Tim Cottage will take down and repair.
 - Multi-play Junior play unit, roof, handrail, and grips needed replacing. Tim Cottage has already replaced these.
 - Adult gym needed some painting work and Chris Sales has been to weld one area.
 - Cross trainer needs to be repaired - £265 plus VAT.
 - Swing basket - area under the swing needs replacing so that it is 7m x 3m. Inspector asked to supply a quote. This work and cross trainer to be done at the same time to reduce callout costs.
- 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 will take place over the winter months. Prior to this, flailing of various boundaries, brambles and verges will have taken place.

Thompson Run and Fair

- Was a success.

T&Cs

- T&Cs for (non-village) users of the Green is in draft form and being circulated around the committee.

Play Equipment and Adult Exercise Area

- See above.

Community Involvement

Next Working Party will take place on: To be confirmed.

Next Committee Meeting Monday 2 October 2023.

Signed

Date

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

10. To report on financial matters

10.1 Financial position

Bank account balances at Tuesday 19 September 2023

Barclays Community Account	£	9142.85
Barclays Business Premium Account	£	1625.77
TOTAL as per bank	£	10768.62

Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	7938.32
TOTAL as per bank	£	10768.62

10.2 Money in since last meeting (18 July 2023)

26/07/2023	Recycling payment for 2023	£	142.91
30/08/2023	HMRC VAT reclaim	£	322.27
04/09/2023	Barclays Savings Account	£	4.34
	TOTAL IN	£	469.52

10.3 Bank Reconciliation

Opening balance at bank, Current (Last meeting, 18 July 2023)	£	9170.29
Opening balance at bank, Savings (Last meeting, 18 July 2023)	£	1621.43 (Total £10791.72)
PLUS Money in since last meeting (as above)	£	469.52
MINUS Money out since last meeting (Total cheques 18 July 2023)	£	492.62 (£1833.62-1341.00)
Closing balances at bank (This meeting, 19 Sept 2023, as above)	£	10768.62

10.4 Cheques out (to sign)

CHQ 810	Donation - One off - to Thompson WI	£	150.00 (ALREADY SIGNED)
CHQ 811	Red cross - adult pads/defib. Reimb Teresa Blake	£	66.35
CHQ 812	NALC - Annual payroll services 2023/2024	£	115.20
CHQ 813	Helping Hands - 10 x litter pick hoops. Reimb. Clerk	£	119.88
CHQ 814	Ink cartridge Tesco - Reimb Clerk	£	10.00
CHQ 815	Clerk's Wages - Aug/Sept 2023 M5, M6	£	492.62
	TOTAL OUT	£	954.05

THOMPSON PARISH COUNCIL ACCOUNTS				INCOME						
				YEAR ENDED 31 March 2024						
Date	From	Description		RECYCLING						TOTAL
				PRECEPT	SAVER AC INTEREST	GLASS & PAPER	GRANTS ETC	VAT	MISC	
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
				3,600.00	7.71	142.91	0.00	322.27	386.84	4,459.73

£4459.73

Signed

Date

THOMPSON PARISH COUNCIL ACCOUNTS 2023 - 2024													EXPENDITURE						
													YEAR ENDED 31 March 2024						
Date	To	Description	CHD	CLERK'S WAGES	POSTAGE	RECYCLING SERVICES	COUNCIL TRAINING	HALL HIRE	PRINTER	INSURANCE	ALLOT	DONATIONS	GRASS CUTTING	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 - Plans	Internal Audit 'Plant Hanger'	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 2023	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 Insur	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
18/07/2023	Thompson WI	One off donation	810									150.00							150.00
31/08/2023	British Red Cross	Reimb. T Blake - adult defib pad	811												56.45			9.90	66.35
19/09/2023	NALC	Annual payroll services 23/24	812			96.00													19.20
02/09/2023	Helping Hands	Litter picking hoops x10 Reimb	813													99.90	19.98		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
				1,724.17	20.43	96.00	0.00	0.00	24.35	241.00	30.00	1,250.00	185.17	593.25	0.00	56.45	99.90	167.73	4,488.45

£4488.45

10.5 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual			
AT 19/09/2023			
	Budget	Fore cast	2023 - 2024
	2023/2024	2023/2024	Actual to date
			2023/2024
INCOME			
Precept	7,200.00	7,200.00	3,600.00
Recycling	190.00	190.00	142.91
Interest (Barclays Saver)	0.20	10.00	7.71
Grant	0.00	0.00	0.00
VAT	400.00	400.00	322.27
Other	0.00	0.00	388.84
Total	7,790.20	7,800.00	4,459.73
EXPENDITURE			
Staff Costs including PAYE	2,955.72	2,955.72	1,724.17
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	593.25
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	150.00
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	167.73
Total	7,622.24	7,622.24	4,488.45
PRECEPT £7200	Budget	Fore cast	Actual to date
2023/2024	2023/2024	2023/2024	2023/2024

Finance Notes/Clerks Notes:

Bank - Savings account

Savings Account interest rate stands at 1.41%, which is better than it has been for years. The Clerk asked if the councillors would like to transfer any money from the current account to the savings account. Currently holding £2830.30 for noticeboard and sports equipment - could transfer this to savings ? All councillors agreed this amount should be transferred to the Thompson Savings Account.

Bank account signatories

The Clerk has contacted Barclays regards signatories. Ian Robertson has been removed as signatory. Cllr. Ron Powrie has been sent the information he needs to identify himself in order to become a signatory. Cllr. Jean Kaye and the Clerk have received emails from Barclays to act as authorisers of these changes. Can only complete once Ron has passed his ID checks first. Once Ron has been authorised and OK to sign, the Clerk will remove Kate Winslow as signatory too.

Signed

Date

VAT £322.27 claimed and received into bank account.

Recycling payments.

Glass and bottled collected at the hall have this year raised £142.91. It was agreed that this was a reasonable and easy way to make some money and should be advertised in The Waylander so that more people would be aware and hopefully recycle their glass waste via the containers at the Hall in the future.

11. To consider planning applications

11.1 Planning outcomes since last meeting (18 July 2023)

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) **REFUSED**

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) **APPROVAL GIVEN AT PLANNING COMMITTEE** subject to drainage arrangements being brought to a subsequent Planning Committee for approval.

Not within the scope of the planning officers but lies with building regulations. The case officer suggested the house should be smaller when in fact approval has been given even though it is now 50% bigger. The plot is 26m deep x 12.5m wide. The house is 7.6m from front. 6.9m from rear of house to rear boundary. The PTP is situated in front of the garage. Has to be 7m, from a dwelling and 5m from any boundary. Proposing to pipe under the road to the ditch alongside the Millenium Green who might not be happy about this. Permission needed from the landowner first before discharging into their ditch. Pipework suggested is 50mm (less than 2inches) which is not big enough. Also, Surface water/roof to soakaway at the back of the house should be 15m from the house and there are only 10m. Building regulations state that a PTP must be no closer than 7 metres from a habitable space and 5 metres from a boundary, while a soakaway should be no closer than 15m from a building. Discuss with Millenium Green Committee and seek advice from Cllr. Cowen. Can still add comments to website re concerns over foul water and other drainage arrangements.

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 (066). **APPROVED**

11.2 Applications pending outcome

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. (067)

Some neighbours have objected, largely due to drainage arrangements and the garden not being big enough for foul water management and also being overlooked.

11.3 New applications since last meeting (18 July 2023)

There were no new applications received since the last meeting.

And to include any new applications received after agenda finalised.

11.4 Planning Enforcement.

Nothing to report.

12. To discuss any correspondence.

No correspondence that has not already been circulated.

Signed

Date

13. AOB - To receive items for the next agenda.

The Breckland Council 'Call for Sites' was mentioned. It was thought there were 5 areas for Thompson.

Post meeting note: Breckland Local Plan Update, Call for Sites December 2022

There are 6 Submitted Sites on their website, listed as.

1. LPR/C4S/DEV/108: East of Watton Road
2. LPR/C4S/DEV/140: Woodside Farm
3. LPR/C4S/DEV/170: Tottington Road
4. LPR/C4S/DEV/171: Marlpit Road
5. LPRC4SDEV376 Reggys Griston Rd
6. LPRC4SDEV377 Walsingham Field Carfield Farm

Refer to link:

<https://brecklandlocalplan.commonplace.is/en-GB/proposals/development-responses/start>

and scroll down to Thompson Parish.

14. Date of next Meeting

Tuesday 21 November 2023 - 7.30pm Thompson Community Hall.

The meeting closed at 20:35

Signed

Date