

Thompson Parish Council (TPC)
Minutes of the Parish Council Meeting
held in Thompson Community Hall on Tuesday 17 September 2024

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

Also present: There was 1 member of the public present.

The meeting opened at 19:30

1. To consider accepting apologies for absence

Apologies were received from Cllr. Barry Mallindine who was away and Cllr. Cowen who had other work commitments. Cllr. Cowen 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 16 July 2024

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 16 July 2024) not on the agenda.

Cllr. Gregory mentioned the Thompson needing a new signpost and asked that this is progressed to get underway.

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. There were no comments from the public present.

6. Introduction to Acorn Meadow Camping Site (Adrian Semmence)

Adrian was thanked for coming to the meeting. Adrian confirmed the meadow would remain as a campsite currently with one holiday pod, although they had applied to add a further pod next year and were waiting to hear from Breckland Council. Note: No touring caravans or motor homes are allowed. Highways are asking for hard standing into the field. Ecology people are checking for newts and other wildlife species. Bird boxes have been installed. It is intended for the laurel hedging to be replaced with 'native' hedging.

Camping is separate from the pod. The camping season runs for 8 months from March to October. During that period the site can be used for camping for 60 days. All bookings are made through the camping website. Concerns were raised in the case of parties booking for hen/stag dos and the associated noise. Adrian said they would ensure bookings were for families and would make sure the 'parties' did not happen. Adrian gave his mobile phone number so he could be reached if there were concerns.

Cllr. Powrie said the campsite is well turned out and neat and is providing business to the local pub for example. All conditions for the planning application should be met.

Signed

Date

Adrian confirmed that he would allow the school to use his field for parking if they had events on as parking outside the school is not ideal. The school should call Adrian so he can open the gate. The Parish Council would let the school know of this arrangement.

Adrian wanted Thompson residents to be happy with the site.

Cllr. Kaye thanked Adrian for his time and for the information provided.

7. To update Pockthorpe Lane turning area

Cllr. Kaye confirmed that an objection had been sent to Breckland Enforcement about the turning area at the end of Pockthorpe Lane being blocked with cars and bins. Because complaints had been received from residents it was thought the PC should let people know that they were trying to do something about the issue and that they had responded to their concerns. Others who have a concern about the obstruction can also contact Breckland Enforcement.

8. To discuss Speeding signs - Westcotec SAM2 (Ref: NCC Invitation to Parish Partnership Scheme)

The Clerk had obtained information on speed signs and pricing from Westcotec and this had been circulated to all councillors. Worst areas are Mill Road and Church Road and especially during school pick up times. At the last PC meeting it was agreed Thompson could benefit from a SAM2 unit but councillors now seemed less convinced. The Clerk explained there is quite a commitment to moving and monitoring the units. Clerk to ask Cllr. Richard Harrison from Rocklands PC if he would be able to attend the next Thompson PC meeting to summarise use of the speed monitoring units.

9a. To report back on Town and Parish Engagement event (9/9/24) KK

Cllr. Karen Keen had attended the event on behalf of Thompson PC and had circulated her notes prior to this meeting. The introduction of parking charges in Norfolk Towns was discussed and it was agreed that this would drive people away from the towns. It would cost £450K to maintain the existing car parks and administration of the car parking charges would add to the costs.

Opening presentation on 3 topics - Sam Chapman and Maxine O'Mahoney :

1. Wider council program
2. Local plan
3. Car parking.

Stands represented:

- Economy & growth, rural business advisor - Phil
- Planning & building - Simon Wood
- Food safety & licencing - Keith Mundford
- Environmental Crime & Anti-social behaviour - James Harding
- Community & Health Info - Joshua
- Health & Housing - Sarah
- Mindful Towns - Lorraine

Opening presentation

1. Wider council program

BDC funding deficit next year £1.6m plus £1.0m this year.

Income limited and controlled by government.

"Thriving places" funding is available for grants to new businesses, also business skills support.

"Inspiring Communities" - preventative targeted mental health initiative to address social isolation, domestic abuse, providing partner support (e.g. citizens advice).

Have won an award for adult social care!

The Pantry Kenninghall highlighted as a success.

2. Local Plan

Intended to plan growth for next 25 years. Planning team now in house (previously Capita). 2

Consultation rounds so far. BDC can't approach landowners, so are dependent on proposed sites. 3

significant sites: Swanton Barracks, Dereham, Larling. Landowner has to prove suitability.

Signed

Date

Government target is increased to 917 homes p.a. *this figure is not broken down to target need e.g. affordable, designed for ages / disability / household size.* 23 Sep ... Council to decide whether to proceed with the Local plan so far, or pause for new gov targets.

Re the overall approach, although many respondents wanted to retain the Settlement boundary approach, BDC want to move to Criteria approach and remove red lines.

3 Car Parking

Money is driving the need to charge for parking, currently cost to maintain car parks is £450k. Cabinet have decided to charge for car parks, but the detail is not resolved e.g. free periods, card/cash/app. etc. Consultation to take place in November with public and councils, Spring '25 revised proposals, Summer '25 implementation.

Stands visited

Mindful Towns & Villages Lorraine.Varney@breckland.gov.uk a variety of free mental health & wellbeing training courses, separate email below.

Healthy Homes Service Jenna, Support, advice and guidance to private tenants and landlords.

Committed to ensuring landlords are supported in providing decent, safe and secure living accommodation for their tenants. www.breckland.gov.uk/housing Cause of damp/mould, home visits, remediation recommendations, landlord forum, tenant clinic.

Environmental crime & antisocial behaviour

James.harding@breckland.gov.uk 07768 335879

Re the motorbikes on the concrete pad, they could lend us a wildlife camera for a couple of weeks to get pictures and reg numbers. Also recommended signage and has samples of dog poo fine signs. Hire of cameras possibly £25/ week and can put up and review footage. Possible useful contact ... Dad's Army Jones' van keeper / custodian is the museum in Thetford, Chris Garnell at Hockham has something to do with this.

9b. To update on defibrillators and funding (JK)

There is a portable defibrillator inside Thompson Community Hall which can be accessed only when the hall is open and especially for those attending events and functions, should the need arise. There is an external defibrillator installed on the outside of the school for use 24/7. It was noted that the Chequers Pub owner had contributed to this defibrillator. It was agreed that the outside porch of the Community Hall would be a better location for a public defibrillator. It would however need an electricity supply. This would have to be looked into. It was noted that defibrillators do have a shelf life and the school one was at the end of its life and should be replaced.

Theresa Blake who looks after the defibrillator had recently been called as someone needed to get it. There has been a problem with opening the door on the cabinet. JK had applied for a grant which was 50% match funding with an outlay by the PC of ~£750.

10. To receive reports

10.1 Breckland District Councillor (PC) All Saints and Wayland Ward.

Cllr. Cowen had sent a report which had been circulated to all councillors prior to the meeting.

During August, often referred to as the Council recess month, the work of officers and members of Breckland has continued apace albeit with many taking their annual leave. In addition to the day-to-day functioning of the council we have been engaged on a variety of initiatives, not necessarily of our own making such as:

District Boundary Review

The Boundary Commission advised us that as a result of demographic changes to the existing wards within Breckland (caused by housing growth in certain areas) that a review is to be undertaken. As a consequence, we have been working to provide the Boundary Commission with an amended warding pattern that will meet all of their criteria and provide a balance of representation across the district. This proposal is being reviewed by the Boundary Commission and any agreed changes will take place at the next district council elections in 2027

Signed

Date

The National Planning Policy Framework (NPPF) document

The New government has made much of the failure of local planning authorities to deliver much needed housing growth across the country and announced that they would be consulting on a revised draft of the NPPF that they anticipate will do much to help to unblock schemes. That consultation runs until 24 September and Breckland officers and members have been considering a robust response during August.

Local Plan

The likely changes to the NPPF will have an impact on Breckland's local plan on which officers have been engaged recently. The uncertainty about the outcome of the NPPF and its wider implications on national and local policy has meant that we have had to put on hold our work until we have clarity and can move forward with confidence.

Budget setting

This is the time of year when we commence in earnest our budget setting process for the coming financial year 2025-26. However, we are all aware that the new government will be delivering their own Budget at the end of October and there are likely to be nuances in national policies as a result that may have an impact on local decision making. Our team at Breckland are committed to ensuring that we deliver a balanced budget hence we are reviewing our activities to ensure we provide best value at the least cost to residents and businesses.

Town and Parish Council Engagement Events

The leader of the Council and the Chief Executive supported by appropriate officers and members have arranged a number of events across the district in September, the first of which is to be held at Shropham village hall on Monday 9 September, to outline subjects for discussion such as

Fly tipping: Efforts and measures in place to tackle this issue.

Breckland Rural Support Officer (Ranger): Their role and the support they provide.

Inspiring Communities: Highlights of our work in community engagement and support.

Housing: Updates and information on housing projects and policies.

Community Safety: Initiatives to ensure the safety and wellbeing of our residents.

10.2 Norfolk County Councillor (FE)

No report received.

10.3 Thompson Chair's report (JK)

Litter Pick date suggested as Saturday 23 November. Will be posted on website and in the Waylander. Cllr. Kaye to speak to Kate Winslow regards equipment.

10.4 Community Hall report (JK)

Quite a few bookings but slowing down. Dog training on Saturday mornings. Themed meal - around Britain - planned.

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

Committee

The committee works currently (and very ably!) without a chair but seeks a volunteer to take on this important role

As a result of the Committee's AGM on 8 July, one volunteer has stepped forward (Andrew Cook). He will concentrate on upgrading the TMG website

Due to personal reasons Mark Crawford has resigned from the committee, leaving only 4 members

More volunteers are sought.

Finances

Lottery income collection ongoing

Boundaries and Green

- Run Fair is being planned for this year - September 22nd
- The bench by the orchard will be restored by Tim Cottage over the winter
- There are some trees that have succumbed to disease in the spinney and these will be removed over the winter months
- Boundary hedging will be lightly trimmed over the winter

Signed

Date

- The committee has accepted a quote for removing bulrushes and unwanted vegetation from the pond following advice from the Norfolk Wildlife Trust. This work will be completed next summer
- It is anticipated that the Tottington Road hedge will be cut this winter. After a site visit and liaison with a committee member, we await a quotation from TTSR. Four other contractors were approached, only one responded and his quotation was unsuitable

Play Equipment and Adult Exercise Area

- The annual inspection has been completed. A contractor has been engaged to repair the basket swing and two of the stepping stones. Other minor repairs will be completed in house over the next year
- The Trustee is reminded that the cost of essential repairs to this key village asset each year is around £2000. Current fundraising efforts cannot keep pace with this and other income streams are sought. The Trustee could assist by proposing raising the annual Parish Precept to cover this amount each year

Community Involvement

- NTR - please support the Fun Run

Next Working Party

Future working days will be announced, as required. A priority over the winter will be to prune the orchard area

Next Committee Meeting - Monday 11 November, 5pm, Leggates Farmhouse

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 17 September 2024

Barclays Community Account	£	6304.10
Barclays Business Premium Account	£	4492.21
TOTAL as per bank	£	10796.31

Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	7966.01
TOTAL as per bank	£	10796.31

11.2 Money in since last meeting (16 July 2024)

2/9/2024	Barclays Savings A/C - Interest	£	16.74
	TOTAL IN	£	16.74

11.3 Bank Reconciliation

Opening balance at bank, Current (Last meeting, 16 July 2024)	£	8637.81
Opening balance at bank, Savings (Last meeting, 16 July 2024)	£	4475.47 (£13113.28)
PLUS Money in since last meeting (as above)	£	16.74
MINUS Money out since last meeting (Total cheques 16 July 2024)	£	2333.71
Closing balances at bank (This meeting, 17 Sept. 2024, as above)	£	10796.31

11.4 Cheques out (to sign)

CHQ 839	Clerk's Wages - Aug 2024 M5, Sept 2024 M6(x2)	£	527.28
CHQ 840	TTSR Ltd. - Grass cutting invoice 3 of 4	£	441.23
CHQ 841	Annual Donation - St. Martin's PPC (On Inv)250.38x2	£	500.76
	TOTAL OUT	£	1469.27

Signed

Date

THOMPSON PARISH COUNCIL ACCOUNTS				INCOME						
				YEAR ENDED 31 March 2025						
Date	From	Description		PRECEPT	RECYCLING			VAT	MISC	TOTAL
					SAVER A/C INTEREST	GLASS & PAPER	GRANTS ETC			
08/04/2024	Breckland Council	Precept 1 of 2	DR	3,850.00						3,850.00
26/04/2024	Breckland Council	Glass recycling payment	DR			95.12				95.12
03/06/2024	Barclays	Barclays Saver A/C Interest	DR		7.64					7.64
04/07/2024	HMR C	Vat annual refund	DR				402.61			402.61
02/09/2023	Barclays	Barclays Saver A/C Interest	DR		16.74					16.74
				3,850.00	24.38	95.12	0.00	402.61	0.00	4,372.11

TOTAL 4372.11

THOMPSON PARISH COUNCIL ACCOUNTS 2024 - 2025				EXPENDITURE																			
				YEAR ENDED 31 March 2025																			
Date	From	Description	OHO	POSTAL CLERKS WAGES	COUNCIL SERVICES	PAYROLL SERVICES	COUNCIL EXPENSES	TRAINING	HALL	FIRE	PRINTER	INSURANCE	AUDIT	DONATIONS	SUBS	GRASS CUTTING	WEB SITE	DEFIB	MISC	CAPITAL	VAT	TOTAL	
																							21/05/2024
07/05/2024	NPTS	New Councilor Training	82.6				65.00																65.00
06/04/2024	NALC	Annual Subscription	82.7												153.14								153.14
01/05/2023	TTSR Limited	Grass cutting 1 of 4 (25%)	82.8													367.69						73.54	441.23
21/05/2023	Kim Austin Clerk	Clerk's wages M1/M2 2024	82.9	527.28																			527.28
21/05/2024	Kim Austin Clerk	Reimb. ink cartridge	83.0						11.00														11.00
21/05/2023	Info Commissioner	Annual Data Protection Fee	83.1												40.00								40.00
21/05/2024	Sally Foreman etc -	Internal Audit 'Plant Hammer'	83.2									30.00											30.00
16/07/2024	Annual donation	Thompson Community Hall	83.3												350.00								350.00
16/07/2024	Annual donation	Wayland Partnership	83.4												350.00								350.00
16/07/2024	Annual donation	Millennium Green - TMGCT	83.5												550.00								550.00
31/05/2024	NALC	Annual payroll services 23/24	83.6			96.00																19.20	115.20
01/05/2023	TTSR Limited	Grass cutting 2 of 4 (25%)	83.7													367.69						73.54	441.23
16/07/2024	Kim Austin Clerk	Clerk's wages M3/M4 2023	83.8	527.28																			527.28
17/09/2023	Kim Austin Clerk	Clerk's wages M5/M6 Aug/Sept 2	83.9	527.28																			527.28
17/09/2023	TTSR Limited	Grass cutting 2 of 4 (25%)	84.0													367.69						73.54	441.23
17/09/2024	Annual donation	Millennium Green - TMGCT	84.1												500.76								500.76
				1,581.84	0.00	96.00	0.00	65.00	0.00	11.00	264.00	30.00	1,750.76	193.14	1,103.07	0.00	0.00	0.00	0.00	0.00	239.82		5,334.63

TOTAL 5334.63

11.5 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual			
AT 17/09/2024	2024 - 2025		
	Budget 2024/2025	Forecast 2024/2025	Actual to date 2024/2025
INCOME			
Precept	7,700.00	7,700.00	3,850.00
Recycling	150.00	150.00	95.12
Interest (Barclays Saver)	10.00	10.00	24.38
VAT	350.00	350.00	402.61
Other	0.00	0.00	0.00
Total	8,210.00	8,210.00	4,372.11
EXPENDITURE			
Staff Costs including PAYE	3,163.38	3,163.68	1,581.84
Payroll services	96.00	96.00	96.00
Internal audit fee	30.00	30.00	30.00
Postage	25.00	25.00	0.00
Insurance	264.00	264.00	264.00
Grass cutting	1,470.76	1,470.76	1,103.07
Training	120.00	120.00	65.00
Printer/consumables	35.00	35.00	11.00
Website	165.00	165.00	0.00
Capital	100.00	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	500.76
Donation - Wayland Partnership	300.00	300.00	350.00
Donation - Thompson Community	300.00	300.00	350.00
Donation - Thompson Millenium G	500.00	500.00	550.00
Subs - Norfolk ALC	153.14	153.14	153.14
Subs - Info Comm Registration	40.00	40.00	40.00
VAT	300.00	300.00	239.82
Total	7,962.28	7,932.58	5,334.63
PRECEPT £7700 2024/2024	Budget 2024/2025	Forecast 2024/2025	Actual to date 2024/2025

Signed

Date

Clerk to check amounts being spent on defibrillators annually.

Clerk's and finance notes.

LCN Hosting and domain renewal - October 2024.

Hosting renewal - 2 years £252 with discount of 15% **£214.20 plus vat.** (To October 2026).

Last payment in 2022 was £163.95 (No PC discount), 2020 was £77.96 (PC discount).

Domain renewal - 5 years £69.99 with discount of 15% - **£59.49 plus vat.** (To October 2029).

Last payment in 2019 was 71.94.

Pay on clerk's credit card to be reimbursed.

12. To consider planning applications

12.1 Planning outcomes since last meeting (16 July 2024)

3PL/2024/0408/F BORUCH Green Farm House Church Road IP24 1QB, Change of Use of building for installation of biomass boiler within existing building, for drying of woodchip and timber (076) **REFUSED**

3AG/2024/0012/AG CROXTON PARK Field opposite the entrance to Woodside Farm, Watton Road, Erection of general purpose agricultural building (077) **NO PRIOR APPROVAL**

12.2 Applications pending outcome

3PL/2024/0540/HOU SOMERS Providence House Tottington Road IP24 1P, raising of roof ridge of rear extension by 900mm to accommodate additional bedroom plus dressing room and bathroom at first floor level (079) See revision.

12.3 New applications since last meeting (16 July 2024)

3PL/2024/0619/HOU SNELLING Pheasant View Hall Lane IP24 1PZ, provide 2no. Dormer windows to front Elevation (080). The Parish Council agreed they had no **OBJECTION** to this application. The Clerk would submit on the Breckland Planning portal.

3PL/2024/0540/HOU SOMERS Providence House Tottington Road IP24 1PU, raising of roof ridge of rear extension by 900mm to accommodate additional bedroom plus dressing room and bathroom at first floor level (079, 081 revised plans) **PERMISSION** granted.

12.4 Appeals.

APP/F2605/W/24/3033 (3PL/2024/0051/O) FLOAT Land to rear of 1 Pockthorpe Lane IP24 1PN. Outline application with all matters reserved for proposed self-build chalet bungalow and demolition of existing garage. (078) Application was refused. Has been appealed. Large house on a small piece of land. Cllr. Powrie read from the appeal: Donor house to open up access on Pockthorpe. Highways would have the access over east to the corner, para 7.3.6. Not to do with this appeal.

No new applications received after agenda finalised.

13. To discuss any correspondence.

No correspondence.

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

Noticeboard/footpaths notice. £1084.30 has been allocated for the erection of a noticeboard showing footpaths in and around the village. Cllr. Gregory said this needs to be dealt with. The footpaths map could include the paths to be created in the planned new woodland and be sited at the new Woodland Trust car park. Approach Norfolk Wildlife Trust to invite their involvement. Cllr. Kaye to give Tom's contact number at Woodland Trust to Cllr. Gregory to follow up. Also wait for outcome of Footpath Inquiry.

Village Sign. Cllr. Kaye to progress and update at next meeting.

15. Date of next Meeting

Tuesday 19 November 2024 7.30pm in Thompson Community Hall.

Followed by Trustee meeting.

The meeting closed at 21.00

Signed

Date