

Thompson Parish Council (TPC)
Minutes of the Parish Council Meeting
held in Thompson Community Hall on Tuesday 17 January November 2023

Present:	Jean Kaye	Chair
	Duncan Gregory	Vice Chair
	Jean Wagner	
	Angus Welch	
	Kate Winslow	
	Kim Austin	Clerk
	Phil Cowen	Breckland District Councillor

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

The meeting opened at 19:31.

1. To consider accepting apologies for absence

No apologies were received.

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 15 November 2022

The minutes had been circulated prior to the meeting. Cllr. Welch proposed approval of the minutes and Cllr. Winslow 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 15 November 2022) not on the agenda.

Cllr. Winslow had asked if Linda May could be reimbursed for expenses for looking after 2 flower tubs in the village. All councillors agreed and Linda May had now agreed to look after the flower tubs.

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 at 19:34. There were no comments from the floor.

6. To co-opt a new Parish Councillor

Cllr. Kaye explained Thompson Parish Council's full complement of councillors is 7. There are currently two vacancies for Parish Councillors following two resignations, Ian Robertson and John Newnham. The Clerk had circulated details of the voting process to potential candidates prior to the meeting. The vacancies would be dealt with one at a time. The 5 current Parish Councillors would vote for their preferred candidate in the order the applications had been received (Barry Mallindine, Ron Powrie and Amanda Belton). Councillors were asked to vote by a show of hands for the first vacancy: Barry Mallindine received 4 votes, a majority vote, so was co-opted. Councillors were then asked to vote by a show of hands for the second vacancy: Ron Powrie received 4 votes, a majority vote, so was co-opted. Apologies to Amanda for not being successful on this occasion. There would be an opportunity to apply in the May elections.

Barry Mallindine and Ron Powrie both signed an Acceptance of Office form, which the Clerk would keep on file. Both would also need to complete a DPI form (Declaration of Pecuniary Interest) within 28 days. This form can now be completed online, or a paper form can be completed and scanned to Breckland Council. The Clerk would inform Breckland Council of the two new councillor appointments.

Signed

Date

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

A second workshop was held in December. The results of the questionnaire circulated at the end of September were discussed. The Project Manager provided maps showing flow paths of ground water, areas of risk of flooding and areas where residents had disclosed flooding issues. (Information gathered in August 2021 - it was noted that not all issues would have been disclosed due to insurance worries). Cllrs. Kaye and Welch would meet the PM on Thursday 19 January.

Cllr. Kaye said she was not happy with the way the project was going. The process was very bureaucratic. The funding was disappearing into consultancy fees and eating into the funds allocated. Need confidence that the effort put in to become part of this project - was worth it. Need to make sure Thompson gets something out of it. Currently not enough involvement from the village. Project aims: To prevent flooding and to collect excess water (Not just a case of diverting water). Need to look at areas of focus and areas that are not suitable for development.

There is no real plan. Need to have a timeline of events and be able to tick off progress made.

In early summer, there will be a report from a Geohydrologist who scientifically investigates and evaluates underground water resources, their quality and characteristics, by means of geophysical techniques.

Cllr. Cowen commented that the outcomes are most important. He was irritated by what he was learning, and agreed they were not delivering. The money must not be wasted. He explained that NCC had transferred/seconded their people and costs to the project for funding. He would think about what Breckland could do to help and influence county. It was hoped there would be money left to actually solve the problems identified by the project.

Cllr. Kaye will report back at the next meeting.

8. To receive reports

8.1 Breckland District Councillor (PC)

Budget. Balanced budget for 2023-2024, presented to cabinet. Not reducing core services, continuing to support vulnerable people. Homelessness is high as jobs disappear. Investing heavily and all within the budget. Council Tax has increased, Band D by £2 a week. Government funds will support council tax hardships. Reduction in business rates. Highest tranche of funding is from business rates, then rental properties, then council tax.

Local Plan. Regular review. Out for consultation. Still advised to develop more housing. Huge pressure on doctors and dentists. Medical services are not a statutory consultee where applications to develop areas are concerned.

Nutrient Neutrality. A serious issue with 700 houses held up, stopping houses being built/finished. Not yet resolved. Leading to failing businesses, collapse of construction companies and tradespeople. Greater effort on smaller businesses. Farming not included as they don't normally have overnight accommodation. Biggest problem is the Environment Agency being underfunded and under resourced. Still have a 5-year housing/land supply, so still have protection against hostile developers. Expect to be challenged by some large developers.

8.2 Norfolk County Councillor (FE)

No report received from Cllr. Eagle.

8.3 Thompson Chair's report (JK)

Spring Litter Pick will be slightly earlier than normal - Saturday 25 February. Verges being cut. Will be lots of litter to collect.

8.4 Community Hall report (KW)

Events planned include, meetings, quiz, tabletop sale, jigsaw evening, beetle drive, film nights (making a small profit), Coronation event. Cllr. Cowen noted the comment that the grant forms were not easy to navigate or very friendly. Warm space in the hall on Wednesday and Thursday between 10-3pm up to the end of March with hot soup, Tv and books, but no take up as yet. 10K and fun run to be held in September. Book sales. WI meetings. A wedding reception is booked. Christmas tree lighting was very good with lots of children present. Regular events are Pilates and sniffer dogs. Also, some parties, so use of the hall is gradually building.

Signed

Date

8.5 The Millennium Green report (AW)

- **Committee**
 - No change
 - **Finances**
 - Lottery income collection ongoing
 - Successful grant application from the Lovewell Blake fund
 - **Boundaries and Green**
 - Over late winter periodic hedge laying will take place along Hallfield Road from the pond to the property at the western edge of the Green at no cost - funded by Defra under the Countryside Stewardship scheme
 - Foundations for the donated memorial bench in place
 - General tidy to prepare for spring took place at the Clean the Green day 8 Jan
 - **Play Equipment and Adult Exercise Area**
 - A grant application was successful from the Lovewell Blake fund. The grant of £1500 will be spent on repair and restoration of the children's play equipment as per the annual inspection report received last year
 - **Community Involvement**
 - A Clean the Green working day was held on 8 Jan, with 15 volunteers in attendance
 - Next Working Party will take place on tbc
 - Next Committee Meeting 24 Jan 23
- This report was accepted by members of the Parish Council. The Parish Council is the Trustee of the Millenium Green.

Cllr. Powrie asked about Clare's Chair on the Green that was installed ~12-14 years ago. Has been concreted so not movable. Is the responsibility of the MG committee as it is on the Green. MG does not have an asset register. If damaged MG would decide what to do.

9. Finances

9.1 To agree precept for 2023-2024

The Clerk had prepared a spreadsheet to help discuss the precept for 2023-2024 and circulated to all councillors prior to this meeting.

Thompson Parish Council - Figures for PRECEPT			
AT 17/01/2023			
	Forecast	PRECEPT	FIGURES
	2022/2023	2023-2024	
INCOME			
Precept	6,600.00	6,600.00	
Recycling	120.00	190.00	
Interest (Barclays Saver)	0.20	0.20	
Grant	0.00	0.00	
Total	6,720.20	6,790.20	
EXPENDITURE			
Staff Costs including PAYE	2,852.22	3,000.00	CLERK £246.31 PER MONTH
Payroll services	72.00	108.00	Confirmed NALC £8/month £96/annum
Internal audit fee	30.00	30.00	
Postage	15.00	15.00	
Insurance	208.00	250.00	INCREASE
Grass cutting	1,387.35	1,545.30	INCREASE TMG and TCH
Training	100.00	150.00	
Printer/consumables	50.00	35.00	1 x PAPER PLUS INK
Website	70.00	165.00	INCREASE * Make savings here ?
Capital	70.00	100.00	NONE PLANNED
Defibrillator (Batts/Pads)	0.00	200.00	£300 donation/FEB20 £265/JUN21 £330
Miscellaneous/Contingency	200.00	200.00	
Donation - St. Martin's Church	500.00	500.00	Total donations £1600
Donation - Wayland Partnership	300.00	300.00	
Donation - Thompson Community	300.00	300.00	
Donation - Thompson Millenium G	500.00	500.00	
Subs - Norfolk ALC	117.45	120.00	
Subs - Info Comm Registration	40.00	40.00	
Total	6,812.02	7,558.30	SHORTFALL
PRECEPT £6600	Forecast	Forecast	-768.10
2022/2023	2022/2023	2023/2024	

Thompson Precept needs to be agreed at this meeting. Forms need to be completed, signed and returned to Breckland by 31 January 2023. Summary of previous years precept and any increases.

Signed

Date

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

The shortfall and the precept were discussed. Could maybe make savings on website costs which have increased a lot this year ? Payroll services confirmed at £96 plus Vat. £200 contingency included. £100 capital included - but none planned as yet. It was agreed to increase the precept by £600 to £7200. Completed Form B was signed by the chair Cllr. Kaye. The Clerk would scan and send to Breckland Council. Might be a good idea to explain how the village uses the precept.

9.2 Financial position

Bank account balances at Tuesday 17 January 2022

Barclays Community Account	£	11619.11
Barclays Business Premium Account	£	1616.05
TOTAL as per bank	£	13235.16

Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Allocated to 'Thompson Warm Space' - NCF grant	£	2000.00 See Note:
Thompson Parish Council	£	8404.86
TOTAL as per bank	£	13235.16

Note: Clerk to transfer £2000 to Thompson Community Hall for electricity/lunches.

9.3 Money in since last meeting (15 November 2022)

17/11/22	NCF - Grant for Thompson 'Warm Space'	£	2000.00
05/12/22	Barclays Savings Account	£	0.90
	TOTAL IN	£	2000.90

9.4 Bank Reconciliation

Opening balance at bank, Current (Last meeting, 15 Nov. 2022)	£	10877.20
Opening balance at bank, Savings (Last meeting, 15 Nov. 2022)	£	1615.15 (Total £12492.35)
PLUS Money in since last meeting (as above)	£	2000.90
MINUS Money out since last meeting (Total cheques 15 Nov. 2022)	£	1258.09
Closing balances at bank (This meeting, 17 Jan. 2022, as above)	£	13235.16

9.5 Cheques out (to sign)

CHQ 790	Clerks Wages - Nov 2022 M8/ plus backdated pay	£	367.95
CHQ 791	Clerk's Wages - Dec 2022 M9 New monthly rate	£	246.31
CHQ 792	NSBA Accountants fee to 5/4/23 - reimburse Clerk	£	72.00
CHG 793	DESTROYED Written to Thurkettle in error for tree	£	0.00
CHQ 794	Kate Winslow - reimburse for Thompson Xmas Tree	£	35.00
	TOTAL OUT	£	721.26

THOMPSON PARISH COUNCIL ACCOUNTS				INCOME						
				YEAR ENDED 31 March 2023						
Date	From	Description		PRECEPT	SAVER AC INTEREST	RECYCLING GLASS & PAPER	GRANTS ETC	VAT	MISC	TOTAL
07/04/2022	Breckland Council	Precept 1 of 2	DR	3,300.00						3,300.00
26/04/2022	HMRC	Vat annual refund	DR					415.87		415.87
07/07/2022	Breckland Council	Glass recycling payment	DR			185.49				185.49
05/09/2022	Barclays	Barclays Saver A/C Interest	DR		0.50					0.50
27/09/2022	Breckland Council	Precept 2 of 2	DR	3,300.00						3,300.00
17/11/2022	NCF	Warm spaces grant	DR				2,000.00			2,000.00
05/12/2022	Barclays	Barclays Saver A/C Interest	DR		0.90					0.90
				6,600.00	1.40	185.49	2,000.00	415.87	0.00	9,202.76
									0.00	9,202.76

£9202.76

Signed

Date

EXPENDITURE

Date	F v To c	Description	OIO	CLERK WAGE	POSTA OF	PAYROLL SERVICES	COUNCIL EXPENSE ID	TRAINING	HALL HIRE	PRINTER	INSURANCE	ALLOT	DONATIONS	SUBS	GRASS CUTTING	WEB SITE	MISC	CAPITAL	VAT	TOTAL	
17/05/2022		Instaprint		775													84.36			84.36	
17/05/2022		Kim Austin Clerk		776		333.99														333.99	
17/05/2022		Kim Austin Clerk		777		228.93														228.93	
17/05/2022		Info Commissioner		778										40.00						40.00	
29/04/2022		TTSR Limited		779										693.68				138.74		832.42	
17/05/2022		Sally Foreman - Plant		780								30.00								30.00	
17/05/2022		Kim Austin Clerk		781		228.93														228.93	
10/06/2022		Bus Services at C/A		782						207.48										207.48	
19/07/2022		Kim Austin Clerk		783		228.93														228.93	
19/07/2022		Kim Austin Clerk		784		228.93														228.93	
20/09/2022		Kim Austin Clerk		785		457.88														457.88	
31/10/2022		TTSR Limited		786										532.50				106.50		639.00	
31/10/2022		TTSR Limited		787										161.18		163.95		32.79		193.42	
28/10/2022		LCN.COM		788																196.74	
15/11/2022		Kim Austin Clerk		789		228.93														228.93	
17/01/2023		Kim Austin Clerk		790		367.95														367.95	
17/01/2023		Kim Austin Clerk		791		246.31														246.31	
17/01/2023		Kim Austin Clerk		792			72.00													72.00	
17/01/2023		DESTROYED		793													0.00			0.00	
24/01/2023		Kate Winslow		794													35.00			35.00	
						2,550.76	0.00	72.00	0.00	0.00	0.00	207.48	30.00	0.00	40.00	1,387.36	163.95	119.36	0.00	310.27	4,881.18
																					CHECK 4,881.18

£4881.18

9.6 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual 2022/2023				
AT 17/01/2023				
	Budget 2022/2023	Forecast 2022/2023	Actual to date 2022/2023	FIGURE S FOR PRECEPT
INCOME				
Precept	6,600.00	6,600.00	6,600.00	6,600.00
Recycling	120.00	120.00	185.49	190.00
Interest (Barclays Saver)	0.20	0.20	1.40	0.00
Grant	0.00	0.00	2,000.00	0.00
VAT	400.00	400.00	415.87	0.00
Other	0.00	0.00	0.00	0.00
Total	7,120.20	7,120.20	9,202.76	6,790.00
EXPENDITURE				
Staff Costs including PAYE	2,852.22	2,852.22	2,550.76	3,000.00 CLERK £246.31
Payroll services	72.00	72.00	72.00	108.00 NCREASE £8-10 per month
Internal audit fee	30.00	30.00	30.00	30.00
Postage	15.00	15.00	0.00	15.00
Insurance	250.00	250.00	207.48	250.00 NCREASE
Grass cutting	1,387.35	1,387.35	1,387.36	1,545.30 NCREASE TMG and TCH
Training	100.00	100.00	0.00	150.00
Printer/consumables	50.00	50.00	0.00	35.00 1 x PAPER PLUS INK
Website	70.00	70.00	163.95	165.00 NCREASE
Capital	70.00	70.00	0.00	100.00
Defibrillator (Batts/Pads)	0.00	0.00	0.00	200.00 £300 donation/ FEB20 £265, JUN21 £300
Miscellaneous/Contingency	200.00	200.00	84.36	200.00
Donation - St. Martin's Church	500.00	500.00	0.00	500.00
Donation - Wayland Partnership	300.00	300.00	0.00	300.00
Donation - Thompson Community H	300.00	300.00	0.00	300.00
Donation - Thompson Millenium Gre	500.00	500.00	0.00	500.00
Subs - Norfolk ALC	117.45	117.45	0.00	120.00
Subs - Info Comm Registration	40.00	40.00	40.00	40.00
VAT	300.00	300.00	310.27	0.00
Total	7,154.02	7,154.02	4,846.18	7,558.30
PRECEPT £6600	Budget	Forecast	Actual to date	Forecast
2022/2023	2022/2023	2022/2023	2022/2023	2023/2024

FOR PRECEPT

Finance Notes/Clerks Notes:

Payroll.

NSBA Ltd. confirmed the Clerk's new pay rate as £246.31 per month according to the new pay scales issued with pay backdated to April 2022 as £121.64 (7 months at £17.38).

NSBA Ltd. (who took over Orchard Accountancy) will do TPC payroll until March 2023. The Clerk has had a quote for payroll of £12 per month from Kerry Butcher in Attleborough and NALC who will be offering Payroll services in 2023 have just confirmed their fee of £8 per month to its members. All councillors agreed with asking NALC to do TPC payroll from the start of the financial year.

Donations. Agenda item for next meeting.

Signed

Date

10. To consider planning applications

10.1 Planning outcomes since last meeting (15 November 2022)

3PL/2022/1167/F PARROTT/Land off Hallfield Road IP24 1PT/Retrospective application for the retention of one timber cabin (to be used as a holiday let). (057) Application WITHDRAWN

10.2 Applications pending outcome

3PL/2022/0098/F GORAM/Dersingham House/Stornaway/Chalet bungalow/Waste plant (050). This is the third application - previous applications being refused. Parish Council objected.

3PL/2022/1115/F JONES/Land southwest of The Thistle, and Land west of dwelling under construction off Marlpit Road IP24 1PR/Change of use of land from agricultural to residential and erection of ground installed 30no. solar panels. (055/056). Parish Council objected. The tree officer has deep concern about this application at this location.

3PL/2022/0634/O LAND GROUP BRECKLAND - AMENDMENT/Toms Haven, Tottington Road 2 x 2 bed houses (052,053) Called in before Planning Committee 17/1/2023 (Same day as this meeting).

Update: Cllr. Welch and Andrew Cook spoke against the application at the Planning Committee meeting, as too did Cllr. Suggitt. Cllr. Cowen was not able to speak as he was conflicted. The application was REFUSED with 8 out of 10 planning committee members voting against. The planning committee generally thought it important to leave the site alone and they talked about amenity and quality of life issues. Those that wrote letters were commended and the amount of effort and detail that had gone into the objection was noted. It was noted that this site is not a designated open space, but councillors did home in on the need for green open spaces.

10.3 New applications since last meeting (15 November 2022)

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 (PIP) approval - 3PL/2020/1215/PIP (058).

Deadline for comments is 30 January 2023. There is a notice on a tree at the end of Marlpit Road. Agents sent letters out to residents in the vicinity but Breckland haven't sent letters. Need to do a leaflet drop advising that a Technical Details Consent (TDC) application had been received by Breckland planning and the type of comments that would be taken into account, the site having already been given approval as suitable for development. The deadline for comments should also be included.

Cllr. Cowen said PIP is established, but this should be treated like a full planning application. Should comment on style and design if appropriate. Have the right to comment on all issues. Water issue is fundamental as will have a downstream effect on drainage systems. There are common areas and shared access. Will need maintenance management company/committee. Attenuation tanks are not robust so no access for large vehicles, removal vans, oil deliveries if appropriate, rubbish collection, food deliveries.

There was much discussion about surface water management, the driveway, no diversity of design, security lighting, air source heating, location of PTPs and ditches. There was concern about visibility splays and how many trees would be cut down. Under assessment of Flood Risk on the application form, when asked 'will the proposal increase flood risk elsewhere?' the answer should be YES. They answered no but will be adding to a known problem. There is a risk that the attenuation tanks will not discharge slowly but will overflow and discharge at a good rate in periods of heavy or excessive rainfall.

There was a unanimous decision to OBJECT to this application.

11. To discuss any correspondence.

Well Corner. There were originally 3 (4x4) posts with reflective strips round the well area. It had been noticed that over time 2 of the posts had been damaged and removed and now the third one was gone. Is a trip hazard and a driving hazard as the pavement/road slopes away.

All councillors agreed the posts needed replacing. Cllr. Mallindine offered to get a couple of quotes from CE Clarke and Anglian Fencing. Maybe do the job themselves. Cllr. Gregory said he could get the posts from Brandon.

Post Meeting Note: Highways have confirmed that they have maintenance responsibility for this area and have given instruction to their contractor to carry out the work.

Signed

Date

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

Barn Corner. Cllr. Gregory said Barn Corner was still a problem. Cllr. Fabian Eagle, County Councillor had agreed to progress with NCC Highways but so far, no progress was forthcoming.

Thompson Village charity. Cllr. Powrie was involved with the administration of this charity which donated to worth village causes. They had purchased a mobility scooter which had only been used twice and was now available should anyone in the village be able to make use of it.

13. Date of next Meeting

Tuesday 21 March 2023 starting at 7.30pm in Thompson Community Hall.

The meeting closed at 21.45

Signed

Date