

Thompson Parish Council (TPC)  
Minutes of the Parish Council Meeting  
held in Thompson Community Hall on Tuesday 21 March 2023

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

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. Kaye who was on holiday, Cllr. Mallindine who was away on business and Cllr. Eagle who was attending a County Council 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 17 January 2023**

The minutes had been circulated prior to the meeting. Cllr. Wagner 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 Vice Chair, Cllr. Duncan Gregory.

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

**Litter Pick.** Was successful. Vegetation was low, so collected lots of litter, ~15 bags which have been collected by Serco. Most rubbish collected was thought to be thrown from cars, white van man discarding Red Bull cans and sandwich cartons... Drinkers disposing of Blossom Hill bottles.

**Mobility scooter.** Cllr. Powrie reported that the Thompson Village Charity had found a recipient for the scooter but also found it needs a new battery due to it being left in storage for a while.

**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 19:36. There were no members of the public present.

**6. To discuss the Elections in May 2023 (KA)**

Local elections will take place on Thursday 4 May 2023. All councillors would normally retire 4 days after, but as 8 May will now be a bank holiday due to the King Charles III coronation, will retire a day later on Tuesday 9 May. All nominated persons will automatically be invited to join the council at the next PC meeting to be held on Tuesday 16 May. Declarations of office will be signed at this meeting.

The Clerk had circulated details of the upcoming elections process to all councillors. Councillors had received the elections timetable showing all the key dates for reference, also the Notice of Election poster which had been posted on the Parish noticeboard before the 24 March 2023 deadline and showing that Thompson has vacant seats for 7 councillors in total.

The nomination pack and an annotated version was sent to all interested parties to print, complete and 'hand deliver' to the Breckland Council offices in Dereham before the Tuesday 4 April 2023, at 4pm, deadline.

Signed .....

Date .....

In the event that Breckland receives more than 7 election nomination papers, then Thompson would have an election (costing approx. £1500). The ideal situation, for all parishes, (from a financial point of view) is one where 7 or less nomination papers are received. Anyone wishing to become a councillor is obviously welcome to apply and should be encouraged.

The Clerk will receive an email by 4pm on Wednesday April 5th (the day after the deadline) of all persons nominated for Thompson.

**7. To discuss King Charles III - Coronation celebrations (KW)**

Cllr. Winslow reported that a meeting had been held and an event similar to the Jubilee event was being planned for **Sunday 8 May**. There would be a big cake, picnic for the children, hog roast for the adults, games, a bar and the evening Coronation Concert would be screened. A grant of £500 had been received and this would cover the cost of food. St. Martin's PCC had given £100 to plant a tree with a plaque, The Millennium Green Committee will source the tree and the plaque.

Should the Parish Council send a card to the King ? Not sure of the protocol.

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

Cllr. Welch reported that progress has been made:

Jean and I had concerns that the project was process rather than outcome driven. We expressed our concerns at a meeting with the overall project manager and his team. Things are being tightened.

We submitted to the project team Thompson's water pinch points and what our vision was in terms of what success looks like to resolve them.

Project team have now issued a road map with dates and outcomes.

There are ongoing meetings to discuss input into consultant surveys, baseline modelling and required data sets. The intent is for options to be chosen and carried forward to construct the baseline model by August.

**9. To receive reports**

**9.1 Breckland District Councillor (PC)**

**Local Plan. Issues and Options** questionnaire has been issued to communicate with the people and is for everybody to look at. Includes settlement boundaries and types of housing. Runs from 10 March until 19 May 2023.

**Call for sites** (Areas for development and to keep as green spaces). Is now closed. Parishes have been given the raw data and it should be noted that this information has not been checked for eligibility. These entries have nothing to do with the Parish Council, but have been put forward by land owners and developers, for developments with a minimum of 5 houses. These are not planning applications but purely a wish list. There are seven sites put forward for Thompson (None are suitable !) Breckland officers will sift through all entries to weed out those that are not appropriate and come up with a 'shorter' long list for consultation via Parish Council in the summer.

**Elections.** Photo IDs needed to vote at polling stations.

**Litter.** Lots of concern about rubbish on the B1075. Serco tasked with removing the rubbish. Needs to be 2m between traffic and operatives so roads/lanes need to be closed to protect the workforce. Breckland is 500 sq. miles so a regular litter pick would be an enormous task. Takes ages and is a logistical challenge.

**Thompson** is considered a low growth village.

**Settlement boundaries.** PC confirmed these are important and should be defined.

**9.2 Norfolk County Councillor (FE)**

No report received from Cllr. Eagle.

**9.3 Thompson Chair's report (JK)**

No report from Cllr. Kaye but it was mentioned that the book sale had raised ~£1900 to donate to the churches and the Community Hall.

Signed .....

Date .....

#### 9.4 Community Hall report (KW)

Events planned include, quiz, tabletop sale, film nights, with an extra film showing in August. Warm space in the hall on Wednesday and Thursday between 10-3pm will run up to the end of March with hot soup, TV and books. Not well used. Those attending using it more as a social event. There will be an Easter egg hunt at the hall on Good Friday 10-1pm and the Easter Bunny.

#### 9.5 The Millennium Green report (AW)

- **Committee**
  - Suzanne Marshall has resigned as a committee member due to work commitments.
- **Finances**
  - Lottery income collection ongoing.
  - Remittance claim received from Rural Payments Agency/DEFRA for Hallfield Road hedge laying on contract completion, which is good news.
- **Boundaries and Green**
  - Hedge laying along Hallfield Road from the pond to the southeastern adjoining property has been completed. The final piece of work will be to use the shredded material as mulch around the whips. This will be done in May once the risk of contaminated material being present has passed.
  - Foundations for the donated memorial bench is in place - awaiting delivery of the bench. Thank you to Geoff Winslow. Bench will be bolted down when installed.
  - Brambles have been cleared adjacent the Tottington road ditch opening up a new walk. Our grant application for this, through Breckland/Serco, was not successful.
  - The pond has been cleared of the majority of bulrushes. Moorhens still in residence.
  - St Martin's PCC has donated £100 toward the Coronation Oak and associated plaque.
- **Play Equipment and Adult Exercise Area**
  - Repair and restoration of the children's play equipment as per the annual inspection report received last year has been completed due to a generous grant from the Lovewell Blake Fund.
- **Community Involvement**
  - Next Working Party will take place on tbc

**Next Committee Meeting 6 June 2023**

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

### 10. Finances

#### 10.1 Financial position

##### Bank account balances at Tuesday 21 March 2023

Barclays Community Account	£	8897.85
Barclays Business Premium Account	£	1618.06
<b>TOTAL as per bank</b>	<b>£</b>	<b>10515.91</b>

##### Summary (Including monies allocated)

Allocated to Sports Equipment maintenance (TMG)	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	7685.61
<b>TOTAL as per bank</b>	<b>£</b>	<b>10515.91</b>

#### 10.2 Money in since last meeting (17 January 2023)

06/03/2023	Barclays Savings Account - Interest	£	2.01
	<b>TOTAL IN</b>	<b>£</b>	<b>2.01</b>

#### 10.3 Bank Reconciliation

Signed .....

Date .....

Opening balance at bank, Current (Last meeting, 17 Jan. 2023)	£	11619.11
Opening balance at bank, Savings (Last meeting, 17 Jan. 2023)	£	1616.05 (Total £13235.16)
PLUS Money in since last meeting (as above)	£	2.01
MINUS Money out since last meeting (Total cheques 17 Nov. 2022)	£	721.26
MINUS Money out to Thompson Community Hall (since last meeting)	£	2000.00
<b>Closing balances at bank (This meeting, 21 March 2023, as above)</b>	<b>£</b>	<b>10515.91</b>

#### 10.4 Cheques out (to sign)

CHQ 795	Thompson Community Hall - £2000 Warm space grant	£	2000.00 (ALREADY SIGNED)
CHQ 796	Clerk's Wages - Jan 2023 M10	£	246.31
CHQ 797	Clerk's Wages - Feb 2023 M11	£	246.31
CHQ 798	NPTS New Councillor Training (Cllrs. BM and RP)	£	120.00
CHQ 798	NPTS Understanding Planning Training (Cllr. BM)	£	60.00 (£180 TOTAL)
<b>TOTAL OUT</b>		<b>£</b>	<b>2672.62</b>

THOMPSON PARISH COUNCIL ACCOUNTS					INCOME					
					YEAR ENDED 31 March 2023					
Date	From	Description		PRECEPT	SAVER A/C 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	NC F	Warm spaces grant	DR				2,000.00			2,000.00
05/12/2022	Barclays	Barclays Saver A/C Interest	DR		0.90					0.90
06/03/2023	Barclays	Barclays Saver A/C Interest	DR		2.01					2.01
				6,600.00	3.41	185.49	2,000.00	415.87	0.00	9,204.77

£9204.77

THOMPSON PARISH COUNCIL ACCOUNTS 2022 - 2023													EXPENDITURE				
													YEAR ENDED 31 March 2023				
Date	To	Description	CHQ	CLERK'S WAGES	FORESA OR	COUNCIL PAYROLL EXPENSE	TRAINING	HALL HIRE	PRINTING	INSURANCE	ALETT	DONAT	GRASS CUTTING	MISC	CAPITAL	VAT	TOTAL
17/05/2022	Instaprint	Reimb. Print Flood leaflet	775											84.38			84.38
17/05/2022	Kim Austin Clerk	Clerk's wages M12-Mar22 incl 8	776	333.99													333.99
17/05/2022	Kim Austin Clerk	Clerk's wages M1 - April 22	777	228.93													228.93
17/05/2022	Info Commissioner	Annual Data Protection Fee	778									40.00					40.00
29/04/2022	TTSR Limited	Grass cutting 1 of 2 (50%)	779										693.68		138.74		832.42
17/05/2022	Sally Foreman - Plan	Internal Audit 'Plant Hammer'	780							30.00							30.00
17/05/2022	Kim Austin Clerk	Clerk's wages May 22 - M2	781	228.93													228.93
10/06/2022	Bus. Services at CAS	Annual Insurance - renewal	782						207.48								207.48
19/07/2022	Kim Austin Clerk	Clerk's wages June 2022 - M5	783	228.93													228.93
19/07/2022	Kim Austin Clerk	Clerk's wages July 2022 - M4	784	228.93													228.93
20/09/2022	Kim Austin Clerk	Clerk's wages Aug/Sept 2022 -	785	457.86													457.86
31/10/2022	TTSR Limited	TMG Grass cutting 1/2 (50%)	786										532.50		106.50		639.00
31/10/2022	TTSR Limited	TCH Grass cutting 1/2 (50%)	787										161.18		32.24		193.42
28/10/2022	LCN.COM	Website hosting - 2 yrs 2024	788										163.95		32.79		196.74
15/11/2022	Kim Austin Clerk	Clerk's wages Oct 2022 - M7	789	228.93													228.93
17/01/2023	Kim Austin Clerk	Clerk's wages/backpay Nov 2022	790	367.95													367.95
17/01/2023	Kim Austin Clerk	Clerk's wages Dec 2022 - M8	791	246.31													246.31
17/01/2023	Kim Austin Clerk	NSBA Accountants to 5/4/23	792			72.00											72.00
17/01/2023	DESTROYED	To Thunkebbe in error for tree	793											0.00			0.00
24/01/2023	Kate Winslow	Reimburse for TPC Xmas Tree	794											35.00			35.00
10/02/2023	Thompson Commun	Warm space grant money	795											2,000.00			2,000.00
21/03/2023	Kim Austin Clerk	Clerk's wages Jan 2023 - M10	796	246.31													246.31
21/03/2023	Kim Austin Clerk	Clerk's wages Feb 2023 - M11	797	246.31													246.31
07/02/2023	NPTS Training	New Councillor Trng BM RP	798				120.00										120.00
07/02/2023	NPTS Training	Planning Training BM	798				60.00										60.00
				3,043.38	0.00	72.00	0.00	180.00	0.00	207.48	30.00	0.00	40.00	1,387.36	163.95	2,119.36	7,553.80
																	CHECK 7,553.80

£7553.80

#### 10.5 Budget Vs Actuals

Signed .....

Date .....

Thompson Parish Council Budget Vs Actual 2022/2023						
AT 21/03/2023						
	Budget	Forecast	Actual to date	FIGURES		
	2022/2023	2022/2023	2022/2023	FOR PRECEPT		
<b>INCOME</b>						
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	3.41	0.20		
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		
<b>Total</b>	<b>7,120.20</b>	<b>7,120.20</b>	<b>9,204.77</b>	<b>6,790.20</b>		
<b>EXPENDITURE</b>						
Staff Costs including PAYE	2,852.22	2,852.22	3,043.38	3,000.00	CLERK £246.31	
Payroll services	72.00	72.00	72.00	108.00	INCREASE	£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	INCREASE	
Grass cutting	1,387.35	1,387.35	1,387.36	1,545.30	INCREASE	TMG and TCH
Training	100.00	100.00	180.00	150.00		
Printer/consumables	50.00	50.00	0.00	35.00	1x PAPER PLUS INK	
Website	70.00	70.00	163.95	165.00	INCREASE	
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 £330	
Miscellaneous/Contingency	200.00	200.00	2,119.36	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		
<b>Total</b>	<b>7,154.02</b>	<b>7,154.02</b>	<b>7,553.80</b>	<b>7,558.30</b>	£386.84 to be reimbursed by Thompson Comm. Hall	
<b>PRECEPT £6600</b>	<b>Budget</b>	<b>Forecast</b>	<b>Actual to date</b>	<b>Forecast</b>	Therefore -£7200 precept as requested	
<b>2022/2023</b>	<b>2022/2023</b>	<b>2022/2023</b>	<b>2022/2023</b>	<b>2023/2024</b>		
						<b>FOR PRECEPT</b>

### Finance Notes/Clerks Notes:

**External Auditors.** First notification received from PKF Littlejohn - external auditors - regards end of year accounts for the year 2022-2023. Already agreed Michael Corrie will do the internal audit for Thompson again this year.

### NALC Subscription.

NALC membership fees have been agreed internally and correspondence/invoices will be sent to Parish Councils from the beginning of April. They have confirmed the membership fees for Thompson PC for 2023/2024 will be **£145.16**. (Subscription last year was £120.97, so an increase of £24.19 for the year (20%).

### TTSR Grass cutting services.

Just to note: TPC has paid two invoices to TTSR that should have been paid by Thompson Community Hall. Both were correctly invoiced to Geoff Winslow at Thompson Community Hall but paid by TPC. Both are for £193.42 each with a total for the year of £386.84. The Clerk has asked Cllr. Kaye to raise a cheque for this amount to reimburse Thompson Parish Council.

## 11. To consider planning applications

### 11.1 Planning outcomes since last meeting (17 January 2023)

**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) WITHDRAWN**

**3PL/2022/0634/O LAND GROUP BRECKLAND - AMENDMENT/Toms Haven, Tottington Road/ 2 x 2 bed houses (052,053) REFUSED AT PLANNING COMMITTEE MEETING**

### 11.2 Applications pending outcome

Signed .....

Date .....

**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/2022/1427/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)

### **11.3 New applications since last meeting (17 January 2023)**

**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) Deadline for comments 31 March 2023.

Reserved matters, so comments can be made regards layout, appearance, materials and scale etc. It was thought this build was too big for the plot and had been shoehorned into the space. Outline approval was for a 1.5 storey house. The footprint of the property is larger than agreed. There was no garage shown in the outline application, but one has now been included.

Black roof tiles and black window frames are not in keeping. Aesthetics are wrong. Should be red roof tiles and wood/pvc frames to fit in.

The plot is big but the garden is small, so not sure how sewerage will be dealt with

It was discussed that the proximity of the new property to the existing neighbouring property to the north is very tight and would appear to make a window in the gable end of that building, the former village hall, redundant. Planning officers should pick up on this.

In summary. The Parish Council have some significant reservations. It is larger than previously agreed, using materials that are out of keeping and gives no detail on the treatment of sewage and wastewater. With such a compressed site, drainage arrangements are a key concern and must be resolved before the application can proceed. Cllr. Gregory would draft a response.

**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) Deadline for comments 31 March 2023.

Cllr. Kaye had emailed some comments. Noted that the application is little different to the one submitted in February 2020, in fact, the drawings are the same. Many comments made at the time of the 2017 and 2020 applications are still relevant. Access road may remain the property of the applicant. Asbestos roof was noted. Concerns about drainage, with no mention of the means of treating waste water. No space for PTPs so would not be on land in the ownership of the owners of the dwellings. Little to comment on, over and above what has been said before. Agreed, no further comments from Parish Council.

**3PL/2022/1427/TDC AMENDMENT 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. AMENDMENT: Additional Information - Revised flood risk assessment (062) Deadline for comments 28 March 2023

Cllr. Cowen said the PIP had been approved and now was the time to consider the technical detail proposed, which is vital. He could see a problem with the shared/common areas and the proposed management committee. Any sale could have a covenant attached to deal with common areas OR the house could be sold freehold with the common parts as leasehold. A management company managing such a small development could go out of business. Fraught with issues. Previous comments made by the PC had been addressed by the agent by saying they would be dealt with by the management committee. Appears the developer was trying to shrug off these issues. Need to see the draft charter proposed by the Management Committee. Parish Council couldn't see how this was going to work.

No comments on revised flood risk. Cllr. Cowen had concerns about the issue of PTPs which hadn't been solved at all. Breckland planning should liaise with Highways, Fire Department etc as access route would not cope with heavy vehicles. Not suitable for removal vans, food deliveries etc.

Signed .....

Date .....

**11.4 Planning Enforcement.**

**Acorn Meadow (Caravan Club).** Planning application 3PL/2022/1167/F for retrospective planning was withdrawn, possibly because Caravan Club doesn't accept applications from sites with outstanding planning applications. Not ideal to have a caravan park next to a school. School head and governors are aware and can raise their own concerns regarding safeguarding and road safety. Power and water have already been laid to site. There will be a sewage treatment plant - unsure if need planning permission for this. Cllr. Cowen to take the issues around Acorn Meadow up with Breckland Planning. The Clerk will forward email trail to him.

**12. To discuss any correspondence.**

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

**Well Corner.** Highways had confirmed that they have maintenance responsibility for this area and have given instruction to their contractor to carry out the work. Posts are now in. The brick wall still needs repairing.

**Councillor appreciation.** Cllr. Gregory raised the point that the Parish Council has not been good in the past, acknowledging the service given, sometimes many, many years, that councillors leaving the Parish Council have given. It was thought a get together for recent leavers would be appropriate. Cllr. Winslow had confirmed she would not be standing again. She has been on the Parish Council for ~20 years. Cllr. Welch would also not be standing. These contributions should not go unrecognised.

**14. Date of next Meeting**

**Tuesday 16 May 2023 - Annual Parish Meeting at 7.00pm** followed by Annual Parish Council Meeting (AGM), Thompson Community Hall. (PLEASE NOTE EARLIER THAN USUAL TIME of 7.00pm)

**The meeting closed at 21.13**

Signed .....

Date .....