

Thompson Parish Council (TPC)  
Minutes of Parish Council Meeting (Virtual meeting using ZOOM)  
on Tuesday 19 January 2021

Present:	Jean Kaye	Chair
	Duncan Gregory	Vice Chair
	John Newnham	
	Ian Robertson	
	Angus Welch	
	Kate Winslow	
	Kim Austin	Clerk
	Phil Cowen	District Councillor

Also present: There were 2 members of the public present.

The meeting opened at 19:32

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

There were no apologies.

**2. To record declarations of interest from members in any items on the agenda**

Cllr. Duncan Gregory declared an interest in Item 12.3, Planning Application 3PL/2020/1450/F for change of use to holiday let at Church Farm House and would not participate in any discussions relating to that agenda item.

**3. To approve the minutes of the last Parish Council meeting on Tuesday 17 November 2020**

The minutes had been circulated prior to the meeting. Cllr. Angus Welch proposed approval of the minutes and Cllr. Duncan Gregory seconded the proposal. On a vote, this was carried unanimously, and the minutes would be signed by the Chair, Cllr. Jean Kaye after the meeting.

**4. To approve the minutes of the EXTRA meeting held on Tuesday 15 December 2020**

The minutes had been circulated prior to the meeting. Cllr. John Newnham proposed approval of the minutes and Cllr. Kate Winslow seconded the proposal. On a vote, this was carried unanimously, and the minutes would be signed by the Chair, Cllr. Jean Kaye after the meeting.

**5. To discuss any matters arising from the minutes (Tuesday 17 November 2020) not on the agenda.**

**Blossom Hill Bottles.** During the last litter pick 60 Blossom Hill miniature wine bottles had been found discarded on the road to Barn Ruche. Not the first time, as 30 had been found on the previous litter pick and previously too. Cllr. Duncan would attend the next police meeting and bring this up.

**6. To adjourn the meeting for public participation**

The meeting was adjourned at 19.40. There were no comments from the public present and the meeting was resumed.

**7. To co-opt a Parish Councillor**

To date, there had been no volunteers to fill the Parish Councillor vacancy. Parish Council will continue to display poster on noticeboard, advertise in the Waylander and on the website. The Clerk would email the person that expressed an interest last time there was a vacancy, who had not lived in the village long enough to qualify then. Cllr. Gregory has a neighbour who may also be interested.

Cllr. Newnham, the newest Parish Councillor, had had trouble with the technology to attend the virtual meetings and was worried that this didn't conform to the attendance rules. It was agreed that as Cllr.

Signed .....

Date .....

Newnham had been contributing between meetings and pre-meetings on agenda items by email that he was fulfilling his duties.

**8. To update on Coronavirus situation**

The Clerk will continue to co-ordinate volunteers and requests for help. Requests for volunteers and contact number for support will be readvertised in the February Waylander.

Cllr. Newnham reported that he had had his first vaccination.

**9. To discuss surface water management in Thompson (JK)**

Flooding is becoming worse everywhere. PC want to obtain information from residents regards water and flooding. Request for information in the Waylander, and a leaflet will be delivered to every house in the village. Questions have been made more open and asked to include photographs if possible. Cllr. Winslow will provide the copies to Pam who will co-ordinate delivery. Residents should email information to the Clerk. Will be able to identify where problems are in the village to focus on. Not keen on a self-help group. Need to find funding.

The Clerk mentioned she had recently purchased sandbags for another village to loan to residents. After some discussion it was proposed that the Clerk would purchase 2 pallets of 15kg sandbags to be delivered to Cllr. Robertson at Green Farm. This was proposed by Cllr. Robertson and seconded by Cllr. Gregory. The supplier would give Cllr. Robertson an hour's warning of delivery. Would probably be stored at the Community Hall. The Clerk to send 'Sandbags' poster to Cllr. Kaye.

The Clerk to report flooding outside Linda May's house to Highways (Crossroads at Tottington Lane).

**10. To receive reports**

**10.1 District Councillor (PC)**

**Flooding** appeared to be a problem in many villages. A farmer in Stow Bedon said he has never see flooding like it. One minute the bone-dry fields need irrigating and then they are like ponds. Useful to look at the Environment Agency flood maps to see where flooding might be expected. PC checked Thompson; Very little in the centre but extensive flooding expected in other areas. This year has been exceptional with storms and surges. Serious amounts of rainwater are not reaching the substrate due to the very dry summer, so water just runs off. Landowners must take responsibility for maintaining ditches etc. Some causes of problems caused by inappropriate culverts and wrong size pipework, ditches filled in and debris build up. Everybody must take some responsibility. Mid Norfolk Flood Partnership has been set up to get all the relevant agencies and representatives to work together.

**Waste collection.** Full collection has continued throughout the pandemic. Announced on Friday that because 3 Serco crews are self-isolating, brown bin collection has been postponed for 2-3 weeks to concentrate on general rubbish and recycling bins. Serco teams are working in bubbles so all must isolate if there is a positive. All details are on Breckland's website.

**Elections.** Government has announced elections in May will go ahead. Want to influence politicians to delay elections by a month or two. Lots of work including, booking polling stations, recruiting staff and costs.

**Breckland offices.** Limited staff working in offices. Skeleton crew in post room, IT department and Microfiche for example. Everyone else working from home. Team is working well under the circumstances.

**Budget.** Produced a balanced budget for 21/22. Use some reserves. Enhancing some services. Focus on climate change. May get extra funding for a 'greener agenda'. Have received some government support for lost income during pandemic, but not for lost rental income. Doing very well considering the pressures. Small market towns may bounce back quicker than large cities as people getting used to shopping locally. Look to a better and stronger economy.

**10.2 County Councillor (FE) No report.**

Signed .....

Date .....

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

JK thanked Cllr. Welsh for the oak tree planting. The spring litter pick would be scheduled towards the end of March bearing in mind the vegetation. March 20th suggested at 9.45. JK will advertise in Waylander. Cllr. Winslow will contact Merton to co-ordinate and get some more extra strong black bags for the Blossom Hill bottles!

There is a missing fingerpost; Peddars Way by the range gate. Both the post and the sign have disappeared. Cllr. Welsh would report to Highways.

Footpath enquiry. The Clerk had received an email and circulated to Parish Councillors. A hybrid was the favoured option. Cllr. Winslow to send reply from Parish Council offering Community Hall if a venue was needed for the enquiry. Wi-Fi and technology would need to be checked.

### 10.4 Community Hall report (KW)

Community is Covid-safe for when allowed to open.

### 10.5 The Millennium Green report (AW)

- Finances  
Lottery income collection ongoing which is good news  
Challenging year due to cancellation of the Thompson Run with a substantial hit to income
- Boundaries and Green  
Hedge laying on Hallfield Road completed and grant monies applied for Field Gate on Hallfield Road and posts around old village hall car park to be completed by Spring 2021  
Due to the wet weather no work has taken place on hedge cutting around the boundaries
- Play Equipment and Adult Exercise Area  
Not open due to current restrictions
- Recent heavy rainfall and flooding  
The committee, enhanced by other volunteers, including a ground hydrologist who lives in the village, continue to assess what more might be done to assist in enhancing existing flood prevention measures on the Green
- Community Involvement  
The committee is looking at ways for further community involvement in the Millennium Green  
Next Working Party will take place once restrictions have been lifted  
Next Meeting Monday 22 March 2021

## 11. To report on financial matters

### 11.1 Precept 2021/2022.

	PRECEPT	GRANT	TOTAL	INCREASE
2014/2015	4300	£222.12	£4,522.12	
2015/2016	4900	£222.12	£5,122.12	600
2016/2017	4900	£162.00	£5,062.00	0
2017/2018	5050	£111.00	£5,161.00	150
2018/2019	5250	£56.00	£5,306.00	200
2019/2020	5550	£0.00	£5,550.00	300
2020/2021	5800	£0.00	£5,800.00	250
<b>2021/2022</b>	<b>6100</b>	<b>£0.00</b>	<b>£6,100.00</b>	<b>300</b>

Precept summary had been circulated prior to the meeting to all councillors together with projected figures for the coming year. Cllr Cowen confirmed Council Tax was to increase by 5.3%. After some discussion it was agreed to increase the precept by the same. Proposed by Cllr. Newnham and seconded by Cllr. Welch. Increasing the precept from £5800 to **£6100**. The completed form will be emailed to Breckland before the 31 January deadline.

### 11.2 Financial position

#### The bank account balances as at Tuesday 19 January 2021

Barclays Community Account	£	8660.20
Barclays Business Premium Account	£	1614.33
<b>TOTAL as per bank</b>	<b>£</b>	<b>10274.53</b>

Signed .....

Date .....

**Summary (Including monies allocated)**

Allocated to Sports Equipment	£ 1746.00
Allocated to Notice Board	£ 1084.30
Thompson Parish Council	£ 7444.23
<b>TOTAL as per bank</b>	<b>£ 10274.53</b>

**11.3 Money in since last meeting (17 November 2020)**

7/12/2020 Barclays Business Saver A/C Interest	£ 0.04
<b>TOTAL IN</b>	<b>£ 0.04</b>

**11.4 Bank Reconciliation**

<b>Opening balance</b> at bank, Current (Last meeting, 17 Nov 2020)	£ 10359.59
<b>Opening balance</b> at bank, Savings (Last meeting, 17 Nov 2020)	£ 1614.29 (Total £11973.88)
PLUS Money in since last meeting (as above)	£ 0.04
MINUS Money out since last meeting (Total cheques 17 Nov 2020)	£ 899.39
PLUS Already presented (CHQ 744/745)	£ 800.00
<b>Closing balances</b> at bank (This meeting, 19 Jan 2021, as above)	<b>£ 10274.53</b>

**11.5 Cheques out (to sign)**

CHQ 743 Donation to Thompson Community Hall	£ 300.00
CHQ 744 Donation to Wayland Partnership	£ 300.00 ALREADY SIGNED 11/20
CHQ 745 Donation to St. Martin's Church	£ 500.00 ALREADY SIGNED 11/20
CHQ 746 Donation to Thompson Millennium Green Trust	£ 500.00 ALREADY SIGNED 11/20
CHQ 747 Clerks Wages - Nov2020-Jan2021 3 months	£ 657.15
<b>TOTAL OUT</b>	<b>£ 2257.15</b>
	(£1300 ALREADY SIGNED 11/20)

THOMPSON PARISH COUNCIL ACCOUNTS					INCOME					
					YEAR ENDED 31 March 2021					
Date	From	Description		PRECEPT	SAVER AC INTEREST	RECYCLING GLASS & PAPER	GRANTS ETC	VAT	MISC	TOTAL
05/04/2020	Breckland Council	Precept	DIR	2,900.00						2,900.00
04/06/2020	Breckland Council	Recycling payment	DIR			131.13				131.13
08/06/2020	Barclays	Barclays Saver A/C Interest	DIR		0.43					0.43
07/09/2020	Barclays	Barclays Saver A/C Interest	DIR		0.22					0.22
29/09/2020	Breckland Council	Precept	DIR	2,900.00						2,900.00
30/09/2020	HMRC	Vat refund	DIR					1,292.85		1,292.85
07/12/2020	Barclays	Barclays Saver A/C Interest	DIR		0.04					0.04
				5,800.00	0.69	131.13	0.00	1,292.85	0.00	<b>7,224.67</b>
									CHECK	7,224.67

THOMPSON PARISH COUNCIL ACCOUNTS 2020 - 2021					EXPENDITURE																	
					YEAR ENDED 31 March 2021																	
Date	Invoice	To	Description	CHQ	CLERKS WAGES	POSTAGE SERVICES	PAYROLL EXPENSES	COUNCIL EXPENSES	TRAINING	HALL HIRE	PRINTER	INSURANCE	AUDIT	DONATIONS	SUBS	GRASS CUTTING Etc.	WEB SITE	MISC	CAPITAL	VAT	TOTAL	
31/03/2020	TR604	Thinking Rural	Payroll Services Jan-Mar 2020	727			30.00														6.00	36.00
31/03/2020		Kim Austin	Clerk's wages March 2020 20	728	219.09																	219.09
31/04/2020		Kim Austin	Clerk's wages April 2020	729	219.05																	219.05
30/04/2020	4232	TTSR Limited	Grass cutting 1 of 2 (50%)	730												501.98					100.40	602.38
30/05/2020		Bus. Services at CAS	Insurance renewal Yr 2 of 3	731							207.48											207.48
10/05/2020		Info Commissioner	Annual Data Protection Fee -	732												40.00						40.00
31/03/2020	3893	NALC	Annual Subscription	733												117.45						117.45
24/05/2020		Mrs J Roberts Plants	Internal Audit Plant Hamper	734								30.00										30.00
31/05/2020		Kim Austin	Clerk's wages May 2020	735	219.05																	219.05
30/06/2020		Kim Austin	Clerk's wages June 2020	736	219.05																	219.05
31/07/2020		Kim Austin	Clerk's wages July 2020	737	219.05																	219.05
31/08/2020		Kim Austin	Clerk's wages Aug 2020	738	219.05																	219.05
30/09/2020		Kim Austin	Clerk's wages Sept 2020	739	219.05																	219.05
01/11/2020	4776	TTSR Limited	Grass cutting 2/2	740												501.98					100.40	602.38
27/10/2020	2630610	LCN.com	Website hosting (Reimb. Cle	741													77.96					77.96
31/10/2020		Kim Austin	Clerk's wages Oct 2020	742	219.05																	219.05
18/11/2020		Thompson Communi	Donation	743										300.00								300.00
18/11/2020		Wayland Partnership	Donation	744										300.00								300.00
18/11/2020		St. Martins Church Th	Donation	745										500.00								500.00
18/11/2020		Thompson Millenium	Donation	746										500.00								500.00
19/01/2021		Kim Austin	Clerk's wages Nov/Dec/Jan 2	747	219.05																	219.05
					1,971.49	0.00	30.00	0.00	0.00	0.00	0.00	207.48	30.00	1,600.00	157.45	1,003.96	77.96	0.00	0.00	206.80		5,285.14

Signed .....

Date .....

## 11.6 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual 2020/2021				19/01/2021
	Budget 2020/2021	Forecast 2020/2021	Actual to date 2020/2021	
<b>INCOME</b>				
Precept	5,800.00	5,800.00	5,800.00	
Recycling	120.00	120.00	131.13	
Interest (Barclays Saver)	3.20	3.20	0.69	
Grant	0.00	0.00	0.00	
VAT	300.00	300.00	1,292.85	
Other	0.00	0.00	0.00	
<b>Total</b>	<b>6,223.20</b>	<b>6,223.20</b>	<b>7,224.67</b>	
<b>EXPENDITURE</b>				
Staff Costs including PAYE	2,630.00	2,630.00	2,409.59	
Payroll services	36.00	36.00	30.00	New supplier - saving £72 per yr
Internal audit fee	30.00	30.00	30.00	
Postage	15.00	15.00	0.00	
Insurance	207.48	207.48	207.48	Saving £192.52 per annum
Grass cutting	1,204.76	1,204.76	1,003.96	
Training	100.00	100.00	0.00	
Printer/consumables	50.00	50.00	0.00	
Website	70.00	70.00	77.96	
Capital	70.00	70.00	0.00	
Miscellaneous/Contingency	200.00	200.00	0.00	Defibrillator
Donation - St. Martin's Church	500.00	500.00	500.00	
Donation - Wayland Partnership	300.00	300.00	300.00	
Donation - Thompson Community H	300.00	300.00	300.00	
Donation - Thompson Millenium Gre	0.00	0.00	500.00	
Subs - Norfolk ALC	117.45	117.45	117.45	
Subs - Community Action Norfolk	50.00	50.00	0.00	
Subs - Info Comm Registration	40.00	40.00	40.00	
VAT	300.00	300.00	206.80	
<b>Total</b>	<b>6,220.69</b>	<b>6,220.69</b>	<b>5,723.24</b>	PRECEPT £5800
	Budget 2020/2021	Forecast 2020/2021	Actual to date 2020/2021	2020/2021

## 12. To consider planning applications

### 12.1 Planning outcomes since last meeting

3PL/2019/1433/O PARROTT APPEAL F2605/W/20/3251745 (033) **APPEAL DISMISSED**

3PL/2019/1189/F BLUE OAK APPEAL APP/F2605/W/20/325280 (034) **APPEAL DISMISSED**

### 12.2 Applications pending outcome

3PL/20201215/PIP BLUE OAK Land East of Marlpit Rd/Up to 4 dwellings (035)

To go before the Chairman's Panel on 21/1/2021, Hopefully to be called in should approval be recommended. Post meeting note: Cllr. Cowen was present at the Chairman's meeting. There was a split decision. The application will go before the planning committee in February.

3PL/2020/1366/O PARROTT Land to West Marlpit Rd/New dwelling/garaging (036)

Cllr. Cowen said this application would struggle as there was a contravention of policy.

### 12.3 New applications since last meeting (17 November 2020)

3PL/020/1450/F GREGORY Church Farm House/Change of use to holiday let (037)

Cllr. Gregory had expressed an interest and did not take part in the discussions. It was thought perfectly reasonable to create an annexe for a particular purpose and when no longer needed for that purpose, to apply for change of use. Parish Councillors couldn't understand why Highways considered access to this property inadequate, particularly since no increase in vehicles was predicted. It was thought that maybe Highways didn't realise that the applicant owned both entrances. The applicant was working with Highways to overcome their concerns. It was agreed that correct procedures were being followed. This application should be judged on its own merits without reference to any previous applications. It was a unanimous decision that the Parish Council had **NO OBJECTION** to this application. This was proposed by Cllr. Robertson and seconded by Cllr. Welch.

Signed .....

Date .....

**New applications received after agenda finalised.**

3PL/2020/1357/CU SCOTT The Clerk had received notification of this application for Change of Use but there were no documents on the planning website at the time of this meeting. An extra meeting would be scheduled to discuss for Tuesday 2 February at 6.45pm.

**13. To discuss any correspondence** There was no correspondence.

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

**Trees.** Cllr. Welch wished to thank Kevin French for generously donating trees for planting, up to £100.

**Pathways.** Just an observation. Cllr, Gregory reported that the pathways around the village were getting really churned up due to the increased number of people walking during the pandemic. In particular, the route through the nature reserve. The weather has played a part but will take months to recover.

**15. Date of next Meeting**

Tuesday 16 March 2021 at 7.30pm. (Virtual meeting using ZOOM)

**The meeting closed at 21.12**

Signed .....

Date .....