

Thompson Parish Council (TPC)
Minutes of Parish Council Meeting held in Thompson Community Hall
16 November 2021 at 7.30pm

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

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. Fabian Eagle who had been requested to attend an emergency Avian flu meeting. Apologies were accepted.

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

Cllr. Gregory declared an interest in Item 12.3, Planning application 3PL/2021/1370/HOU GREGORY/Church Farmhouse/Conservatory to garden room (045) and would therefore not take part in any discussions.

3. To approve the minutes of the last Parish Council meeting on Tuesday 21 September 2021

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 were duly signed by the Chair, Cllr. Jean Kaye.

Item 6 (Presentation) was brought forward.

4. To discuss any matters arising from the minutes (Tuesday 16 November 2021) not on the agenda.

Welcome leaflet. Cllr. Kaye reported that the welcome leaflet was not available as a file. The clerk offered to retype the leaflet from a hard copy and update where appropriate. Geoff Winslow had 900 covers remaining from the last issue.

5. To adjourn the meeting for public participation

The meeting was adjourned at 19.40.

There were no comments from members of the public present and the meeting re-opened at 19:41.

Item 12 (Planning Applications) was brought forward.

6. Presentation of HM Lord-Lieutenant Commemorative Plaque

Melinda Raker, Deputy Lieutenant was welcomed to the meeting. Melinda explained, the Lord-Lieutenancy was established almost 500 years ago in the 1500s - originally a military post to gather men to fight for monarch and country. It is an unpaid, non-political role, focusing on active support within the community, to champion the work of volunteers for good causes and charities. Keeps an eye on the Norfolk voluntary sector and actively fights for the poor,



Signed

Date

the sick and the needy of Norfolk. Offers support to charities and the disadvantaged. Promotes the Queens award for Voluntary Service. Melinda mentioned how in the last 18 months during the pandemic, it was good to see how everybody had pulled together.

Cllr. Kaye received the plaque from Melinda on behalf of the Community. The plaque will be best indoors, probably in the foyer of the Community Hall. Will seek approval from Community Hall Committee.

7. To discuss surface water management in Thompson (JK)

Meeting planned on 22 November at 10am with Lord Dannant from Norfolk Strategic Flood Alliance. Councillors attending would meet at 9.30. Cllr. Kaye will produce a briefing paper by the end of the week. Need to focus. Need to be realistic about what help may be available as lots to be done. Returns from the village survey held at the beginning of 2021 showed that Pockthorpe Lane and the area around the Millennium Green were the areas most badly affected by excessive rainfall. At the meeting with NCC Environment and Highways in April 2021 two investigative projects were agreed: Hallfield and School Road/Griston Road to see what can be done, so far, no progress despite numerous follow up mails and calls. Look at using slides, map and handouts for the meeting. Cllrs. Gregory and Robertson have a map showing landowners which can be used when we move to the next stage. Cllr. Winslow has a printer that can produce A3 maps.

Highways have bored the drains in Pockthorpe. Have done work to deal with drainage from road including boring to clear blockages. Will need to check whether this has dealt with the problem once we have sufficient rainfall to check that it is all working properly.

8. To discuss Community Speedwatch (JN)

John now has 5 volunteers, but still needs one more to reach the minimum of 6 required. Not all volunteers have to carry out speed checks as some admin is required. Training is provided locally. Call for volunteers has been advertised in the Waylander. Need a poster to display in the Parish. The Clerk will email her covid-volunteer list for volunteers.

9. To update on Local Plan review

Cllr. Cowen gave an update. Funds are tight from central to local government. Budget setting is ongoing. Local Plan was adopted in 2019. Not much information from government. Didn't make a start on the review. Will do a partial review when we can - Full review after 2023. Altering housing numbers has a knock-on effect. Planning Inspector needs to know why it's a viable scheme. 2026. Breckland is the only district council that has a Local Plan. Having a 5-year land supply is a critical factor, developments will succeed - don't want aggressive developments. All Local Plans to have a biodiversity paragraph. Policies will remain in place. Planning reform is on the agenda - white paper - before this parliament ceases. Cllr. Cowen reiterated that the planning process has changed.

Cllr. Welch had collated the pertinent elements of the proposals and circulated to all councillors prior to this meeting as background.

The Parish Council had received the following communication from Breckland.

A decision by Cabinet has been published: Call-in of the Cabinet Decision on the Local Plan Review Decision: That Cabinet, having had regard to the recommendation from Overview and Scrutiny Commission, resolved that:

A Single Policy Partial Review of Policy INF 03 be prepared in parallel with a Substantive Review of the whole Local Plan as outlined in Appendix 1 of the report.

1. Timetables for both the Single Policy Partial and Substantive reviews be approved as set out in a revised Local Development Scheme.
2. Further work be undertaken and continued challenge and monitoring to agree the ongoing financial resource required for the preparation of the Single Policy Partial and Substantive reviews of the Plan.
3. The Statement of Community Involvement be approved for public consultation for a period of 6 weeks.

Signed

Date

10. To receive reports

10.1 Breckland District Councillor (PC)

(See Item 9 - no further report from Phil Cowen.)

10.2 Norfolk County Councillor (FE)

FE has purchased some temporary flood barriers for use on the Highway to prevent residential properties being flooded from water coming off the highway or to direct water into a ditch. Available for Thompson residents to use if required. Would need to contact FE. The Clerk would ask how many were available and how to get them.

The proposal is to raise the county council element of the council tax by 2.99%. This includes a 1% adult social care precept. At the moment we have not had confirmation of how much funding will be received from central government although with assumptions we will still need to find savings of 5 million.

NCC has lost £200 million of funding from central government since 2010 and this has forced the council to make large savings in its budget and to increase its share of council tax.

Avian Flu in the UK is now in APIZ and since 7 November, all poultry gatherings have been suspended, including auctions, shows, and bird couriers. At this moment in time no cases have been reported in captive birds in Norfolk and Suffolk, although there have been outbreaks in other parts of the UK and due to this, we have lost our Avian Flu free status.

10.3 Thompson Chair's report (JK)

Next year 2022 is the **Queens Platinum Jubilee** celebrating the Queen's historic 70-year reign. There will be an extended bank holiday from Thursday 2nd to Sunday 5th June 2022. The first meeting to plan the event for **Saturday 5 June** was held on 15 November, the second is at the beginning of January. Entertainment for the children in the afternoon and screen the events in the evening. Cllr. Winslow asked Cllr. Cowen if there would be a bursary for the occasion. Budget figures would be put together and organisations will bid for money towards their events. **Litter Pick**. Arranged for Saturday 20 November 2021.

10.4 Community Hall report (KW)

Coffee mornings OK. Lunches once a month but not well attended. Film nights deferred until January. French evening in January with a maximum 50 people attending. A few parties. Woodland Trust booked for a few days in January. Norfolk Wildlife Trust seminars. Not as busy as would like it to be.

10.5 The Millennium Green report (AW)

• Committee

- Andrew Cook is no longer a permanent committee member but has agreed to be on call for advice related to hydrology matters
- Tina Sales has been elected to the committee and will focus on communication matters, particularly the TMGCT website

• Finances

- Lottery income collection ongoing
- As expected, a small loss for the Thompson Run on 26 September but it was important to ensure the run remained in the participants' calendar. Many thanks to Martin Kaye and his small team of planners in organising a very successful run

• Boundaries and Green

- Ditch from the pond to the boundary has been cleared
- Tottington Road (by the bus shelter) ditch has been cleared to facilitate water flow
- Plenty progress made on the last working day with a reasonable turn out of volunteers (concrete bases laid for benches, tree felling and strimming undertaken)

• Play Equipment and Adult Exercise Area

- No change, except some damage to an element of the children's trim trail and these items have been placed out of bounds whilst assessment of the way forward is done
- ROSPA recommended work plan ongoing

• Community Involvement

Signed

Date

- Likely to issue another Survey early in the New Year
 - Committee represented on the Platinum Jubilee working group
- Next Working Party will take place on 27 Feb 2022
Next Meeting Tuesday 17 Jan 2022

11. Finances

11.1 To agree donation to St. Martin's Church

The Clerk confirmed the rules for donating to churches as specified by NPTS. They said 'There is still a clause in the 1894 Local Government Act that prohibits the Parish Council from giving to the church. However, there are many who believe that legislation such as Local Government Act 1972 s214, which gives parish councils the power to contribute to the maintenance of a churchyard, supersedes this legislation. The local council has advised that a contribution towards the maintenance of the churchyard is OK but a grant to the church or assistance with the church building is not OK. Payments towards the upkeep of the churchyard should be backed up by money spent/invoices.

It was agreed the Parish Council would pay up to £500 towards the upkeep of the churchyard but would pay against invoices supplied by the church. The Clerk would speak to Katherine Wolstenholme to arrange.

11.2 Financial position

The bank account balances at Tuesday 16 November 2021

Barclays Community Account	£	9972.19
Barclays Business Premium Account	£	1614.45
TOTAL as per bank	£	11586.64

Summary (Including monies allocated)

Allocated to Sports Equipment	£	1746.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	8756.34
TOTAL as per bank	£	11586.64

11.3 Money in since last meeting (21 September 2021)

30/9/2021 Breckland Council - Precept 2 nd payment	£	3050.00
TOTAL IN	£	3050.00

11.4 Bank Reconciliation

Opening balance at bank, Current (Last meeting, 21 Sept. 2021)	£	7579.34
Opening balance at bank, Savings (Last meeting, 21 Sept. 2021)	£	1614.45 (Total £9193.79)
PLUS Money in since last meeting (as above)	£	3050.00
MINUS Money out since last meeting (Total cheques 21 Sept. 2021)	£	657.15
Closing balances at bank (This meeting, 16 Nov. 2021, as above)	£	11586.64

11.5 Cheques out (to sign)

CHQ 765 Clerks Wages - Oct 2021 - 1 month - M7	£	219.05
CHQ 766 TTSR Ltd. Ground Maint. 2 of 2 plus extra £300	£	974.42
CHQ 767 Thompson Community Hall - Donation	£	300.00
CHQ 768 Wayland Partnership - Donation	£	300.00
CHQ 769 TMG Charitable Trust - Donation	£	500.00
TOTAL OUT	£	2293.47

Signed

Date

THOMPSON PARISH COUNCIL ACCOUNTS					INCOME					
					YEAR ENDED 31 March 2022					
Date	From	Description		PRECEPT	SAVERAC INTEREST	RECYCLING GLASS & PAPER	GRANTS ETC	VAT	MISC	TOTAL
07/04/2021	Breckland Council	Precept 1 of 2	DR	3,050.00						3,050.00
26/04/2021	HMRC	Vat annual refund	DR					275.70		275.70
07/06/2021	Barclays	Barclays Saver A/C Interest	DR		0.04					0.04
24/06/2021	Breckland Council	Recycling payment	DR			93.18				93.18
06/09/2021	Barclays	Barclays Saver A/C Interest	DR		0.04					0.04
30/09/2021	Breckland Council	Precept 2 of 2	DR	3,050.00						3,050.00
				6,100.00	0.08	93.18	0.00	275.70	0.00	6,468.96

THOMPSON PARISH COUNCIL ACCOUNTS 2021 - 2022										EXPENDITURE										
										YEAR ENDED 31 March 2022										
Date	V of To C	Description	CHQ	CLERK'S WAGES	POSTAL	RECYCLING SERVICES	COUNCIL	TRAINING	WELLNESS	INSURANCE	ALLOT	CONTRIBUTIONS	SUBS	CHAIR CUTTING	WEB SITE	MISC	CAPITAL	VAT	TOTAL	
18/05/2021	TTSR Limited	Grass cutting 1 of 2 (50%)	754											512.02			102.40		614.42	
18/05/2021	Info Commissioner	Annual Data Protection Fee - sub	755										40.00						40.00	
04/04/2021	ZOOM	Monthly virtual meeting fee	756												11.99		2.40		14.39	
04/05/2021	ZOOM	Monthly virtual meeting fee	756												11.99		2.40		14.39	
18/05/2021	Kim Austin	Clerk's wages April/May 21 - M1	757	438.10															438.10	
18/09/2021	Mrs J Roberts Plants	Internal Audit 'PlantHamper'	758							30.00									30.00	
21/06/2021	Bus. Services at CAS	Insurance renewal Yr 3 of 3	759						207.48										207.48	
30/06/2021	EP Services	Defib battery and pads	760												306.00		89.82		395.82	
30/06/2021	NPTS	New council for training JW/JN	761				100.00												100.00	
30/06/2021	Kim Austin	Clerk's wages June 2021 - M2	762	219.05															219.05	
31/07/2021	Kim Austin	Clerk's wages July 2021 - M4	763	219.05															219.05	
31/08/2021	Kim Austin	Clerk's wages Aug 2021 - M5	763	219.05															219.05	
31/9/2021	Kim Austin	Clerk's wages Sept 2021 - M6	764	219.05															219.05	
31/10/2021	Kim Austin	Clerk's wages Oct 2021 - M7	765	219.05															219.05	
16/11/2021	TTSR Limited	Grass cutting 2/2	766											512.02			102.40		614.42	
16/11/2021	TTSR Limited	Extra for verge maintenance	766											300.00			60.00		360.00	
18/11/2020	Thompson Community	Donation	743								300.00								300.00	
18/11/2020	Wayland Partnership	Donation	744								300.00								300.00	
18/11/2020	Thompson Millenium	Donation	746								500.00								500.00	
				1,533.35	0.00	0.00	0.00	100.00	0.00	0.00	207.48	30.00	1,100.00	40.00	1,324.04	0.00	329.98	0.00	359.42	5,024.27

11.6 Budget Vs Actuals

Thompson Parish Council Budget Vs Actual 2020/2021 AT 16/11/2021			
	Budget 2021/2022	Forecast 2021/2022	Actual to date 2021/2022
INCOME			
Precept	6,100.00	6,100.00	6,100.00
Recycling	120.00	120.00	93.18
Interest (Barclays Saver)	3.20	3.20	0.08
Grant	0.00	0.00	0.00
VAT	300.00	300.00	275.70
Other	0.00	0.00	0.00
Total	6,523.20	6,523.20	6,468.96
EXPENDITURE			
Staff Costs including PAYE	2,630.00	2,630.00	1,533.35
Payroll services	72.00	72.00	0.00
Internal audit fee	30.00	30.00	30.00
Postage	15.00	15.00	0.00
Insurance	207.48	207.48	207.48
Grass cutting	1,228.84	1,228.84	1,324.04
Training	100.00	100.00	100.00
Printer/consumables	50.00	50.00	0.00
Website	70.00	70.00	0.00
Capital	70.00	70.00	0.00
Defibrillator	0.00	0.00	306.00
Miscellaneous/Contingency	200.00	200.00	23.98
Donation - St. Martin's Church	500.00	500.00	0.00
Donation - Wayland Partnership	300.00	300.00	300.00
Donation - Thompson Community H	300.00	300.00	300.00
Donation - Thompson Millenium Gre	500.00	500.00	500.00
Subs - Norfolk ALC	117.45	117.45	0.00
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	359.42
Total	6,780.77	6,780.77	5,024.27
PRECEPT £6100	Budget 2021/2022	Forecast 2021/2022	Actual to date 2021/2022

Signed

Date

Grass cutting contract

Thompson PC has a 3-year contract 2019-2021 with TTSR. This will finish at the end of October 2021. TTSR have been asked to quote for the next three years. The total for the year is normally £1024 plus vat. Paid in two amounts of 512.02 plus vat. The latest invoice due for payment had an extra £300 plus vat for works to verges as agreed. The Parish Council agreed they would pay the extra £300 for TMGCT. (Geoff Winslow said he had had a quote for this extra work). Geoff also said he thought there had been less cuts this year but the Clerk said this was not reflected in the latest bill. The Clerk had informed Geoff

12. To consider planning applications

12.1 Planning outcomes since last meeting

3PL/2021/0813/D JONES/Land to west of Marlpit Road/Reserved Matters (041) PERMISSION
3PL/2021/0793/F GORAM/Land rear of Dersingham House/Chalet bungalow and waste treatment plant (042). This application has been REFUSED.

3PL/2021/1196/HOU EASTER/Beech Cottage, Hallfield Rd/2-Storey etxn. (044) PERMISSION

12.2 Applications pending outcome

APPEAL APP/F2605/W/21/3272258 (3PL/2020/1215/PIP) BLUE OAK (043)

Blue Oak continues to pursue this after many, failed applications and appeals. Thompson PC stand by all previous objections and have re-iterated objections and sent to the Planning Inspector for their consideration.

12.3 New applications since last meeting (21 September 2021)

3PL/2021/1370/HOU GREGORY/Church Farmhouse/Conservatory to garden room (045)

There were no objections from any councillors. The clerk was asked to post NO OBJECTION on the Breckland Planning website.

3PL/2021/1473/HOU SNELLING/Pheasant View, Hall Lane/Single storey side extn (046)

Southside away from other dwellings. There were no objections from any councillors. The clerk was asked to post NO OBJECTION on the Breckland Planning website.

13. To discuss any correspondence.

Bonfire nuisance. The Clerk read out an email that had been received from a parishioner who wanted to raise a point/complain about the site clearance of green waste and trees at the site on Marlpit Road where new planning permission has been granted. The mail said 'I appreciate that all new development sites need to be cleared but to light a massive bonfire that smokes out our end of the village not only shows a complete lack of consideration, not only is it polluting the air (all day and as I write) but we live in a thatch at the bottom of Marlpit Road. I appreciate it's a wet day so a hazard is avoided but no consideration has been given to wind direction for surrounding properties.

I would have spoken to the people responsible but it appears that they have lit their fire and gone home. There are rules for clearance of green waste and they are not complying so does this paint a picture of what we are to expect going forward as the site is developed. I would like this matter raised as soon as possible so to avoid issues going forward.'

The Clerk had raised the question with Breckland Planning and they had replied: Unless there is a condition on the planning permission, this would generally be covered by environmental health legislation. They supplied some useful links for reference.

https://www.breckland.gov.uk/media/2562/Construction-and-Demolition-Works-Guidance-Leaflet/pdf/construction_and_demolition_works_guidance_2.pdf?m=636682003642230000

This document clearly states: Do not dispose of waste by burning.

<https://www.breckland.gov.uk/article/3243/Bonfires>

Councillors agreed, bonfires to clear a development site are not allowed. The Clerk had forwarded the links to the parishioner. The site management would be monitored once work gets underway.

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

Christmas tree. Tree needs to be up by 3 December in time for the village tree lighting and carol singing.

Signed

Date

Litter Pick. Cllr. Winslow can't do litter pick but confirmed Geoff would be able to collect all rubbish. Jubilee Beacon. Brief discussion. Pageant marker. Very costly. Not sure if would be seen when surrounded by trees.

Report it. Cllr. Cowen said the 'report it' function on Breckland website should be used if residents had concerns about work at the old Village Hall. Council Tax would need adjusting. Cllr. Cowen will pass on information.

TMGCT. Trustee meeting was held at the end of September 2021. Management group was approved but didn't discuss operating procedures and responsibilities. Has been requested by the Chair. Therefore, hold Trustee meeting after January 2022 PC meeting.

Breckland Landscape and Settlement Character Assessment Survey. This survey was issued by the Planning Policy Team at Breckland Council. The Clerk thanked Angus for completing and submitting this questionnaire on behalf of the Parish Council.

15. Date of next Meeting

Tuesday 18 January 2022 starting at 7.30pm in Thompson Community Hall.

The meeting closed at 21.10

Signed

Date