**Minutes of the Meeting of Thrandeston Parish Council held on 14th March 2018.**

**Present:**

Councillors Goff Hawes, Andrew Colchester, Jerry Cotter and Alison Murton,

Philip Freeman – Parish Clerk.

Three members of the public.

1. Apologies for Absence.

* Councillor Sharon Colchester.

1. Chairman’s opening remarks:

* The Chairman welcomed everyone to the meeting and highlighted the problem of potholes on the roads within the village, water on the road to the A143, which may have resulted from drainage having been opened up and the effect of the recent period of snow.

1. To receive any declarations of pecuniary and non-pecuniary interests from members on any agenda item. To consider any requests for dispensations.

* None.

1. Minutes of the Previous Meeting held on 15th January 2018.

* The minutes of the previous meeting were agreed as a true record and were signed by the Chairman.

1. Matters arising from the minutes:

**Action Points:**

* Early grazing of the Little Green.
  + There had been an interest in grazing Little Green although there were periods when this would not be allowed. It would be from the middle of April to the end of May. The sheep would be removed 6 weeks before the cutting of the area.
* Noticeboard.
  + Repairs to the noticeboard were still required. The frame to the doors could be reassembled and Councillor Cotter offered to undertake the work. The Parish Council thanked him for his offer.

1. Notification of any urgent business.

* The Annual Parish Meeting will take place before the Annual Meeting of the Parish Council. The Clerk will request reports prior to the meeting. **Action: The Clerk.**
* The Parish Council’s website: The Clerk will contact One Suffolk for guidance on how to update the website. **Action: The Clerk.**
* The Parish Councils laptop: The Clerk explained that it was highly inconvenient to have to use a separate computer to carry out work for the Parish Council. The laptop was approximately 4 years old and there was no point in upgrading it. He planned to transfer everything to his own laptop.

**Public Forum.**

**Report from County Councillor Jessica Fleming, Hartismere Division, Suffolk**

**Planning – Draft NPPF 2018 out for consultation -** The draft revised National Planning Policy Framework has been issued for consultation, which runs until 10th May – refer to <https://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework>

This incorporates proposals from the [Housing White Paper](https://www.gov.uk/government/publications/fixing-our-broken-housing-market) and the [Planning for the right homes in the right places consultation](https://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals) -

**Suffolk County Council to consult on future Record Office Service in Lowestoft –** A public consultation will be held in early summer over the future of the Record Office Service in Lowestoft, <http://www.suffolkarchives.co.uk/about-suffolk-archives/future-record-office-service-in-lowestoft/>

‘The Hold’ in Ipswich was granted planning permission in February as a repository for most of Suffolk’s historic records and archives with facilities for public access and links to Suffolk University.

**Highways** – The County Highways teams are aware of the number of new potholes and drainage problems due to the recent severe weather, and requests patience while these issues are addressed. Continue to report issues on the website: <http://highwaysreporting.suffok.gov.uk>

**Stakeholder events re. A140 and Eye Airfield work** – Suffolk County Council and Mid Suffolk District Council have planned 2 stakeholder engagement events inform the design of proposed road schemes. Events will be held from 2pm to 7pm on Thursday 22nd March at Eye Community Centre and will be attended by officers from both. A second stakeholder engagement event will take place on Monday 9th April between 8.30am and 2.00 pm.

The following were highlighted:

* The Clerk will report to the highways Department of Suffolk County Council the serious problem of potholes on roads throughout the village.
* The Clerk will report the signpost which is damaged and requires repair at the end of
* the Clerk will circulate details of the plans for the new layout of the roads on the A140 between the junction to I and Yaxley and brome.

**Action: The Clerk.**

1. Correspondence received.

* Various documents from SALC.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Neighbourhood Watch.
* Parish Councillor Register of Interests.
* Suffolk Remembers Armistice 100 Events.
* Community Infrastructure Levy Invitation.
* Eye Town Council’s Mayor’s Parade and Service.
* Have your say on new draft recommended ward boundaries for Mid Suffolk.

1. The Common
   1. Report from the Commons Co-ordinator.

The water levels in the ditches adjoining the marsh are at maximum capacity following the recent snow melt and heavy rainfall. Because we had such a wet period the scrape has reached its maximum and flooded onto the lower lying land to the west, between the scrape and the beck. This land can only drain if the scrape is empty, which would require a long period of dry weather this year. The land in this area of the Marsh will not be accessible for grazing until this occurs. If this becomes a problem to Mr Ling, who has grazing rights on the Marsh, we may need to address this problem in the future under the guidance of Natural England. Mr Ling recently has expressed to me his disappointment in the quality of the grazing on the Marsh. The Parish Council are endeavouring to keep both Mr Ling and Natural England happy. Natural England's priority is to create a wetland habitat for wildlife in that area of the marsh. Mr Ling's priority is to have safe good quality grazing for his cattle. We need to manage the marsh to Natural England’s requirements and part of that management is to graze the marsh. Therefore, we need to keep a happy balance and consider all parties.

Hopefully with some mild drier weather the area which was topped last autumn will continue to produce fresh growth. This will be more attractive to the grazing cattle in the spring than the scrub that had taken over that area. At the end of the grazing season we can assess if we need to top the area again this year. This will be necessary if the grazing has not been enough to stop trees and scrub re- establishing. This type of management is better done on a regular basis.

On a visit to the Marsh this week I observed Mallard, teal a grey heron and a flock of lapwing. I look forward to seeing if any birds and insects take residence in the new boxes in the spring.

1. Highway matters:
   1. Suffolk Highways: Community Self Help – survey.

* It was agreed that the Clerk would circulate the details of this survey to Councillors. **Action: The Clerk.**
* Concern was expressed about the lack of repair to the roads in Thrandeston and it was felt that the people living in the area did not benefit from the amount of Council Tax being paid by local residents.

1. Finances and financial report.
   1. Balances on Accounts: 29th November 2017.
      1. Current account: £6,647.22.

* Councillors noted the current bank balance.
  1. Financial report and bank reconciliation.
     + Detailed accounts had been given to Councillors, which recorded all items of income and expenditure, and compared them to the budget. The spreadsheet also showed both as a percentage of the budget.
     + The accounts were to the date of this meeting.
     + There were no questions from Councillors.
  2. To authorise cheques for signature:

N.B. Cheque signatories to initial cheque stub and invoice.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| ICO | Registration |  | £35.00 | LGA 1972 s111 |

* It was unanimously agreed to pay the invoice above.
  1. Requests for financial support: None
  2. Receipts: None.
  3. Bank Mandate - **Action: The Clerk.**

1. General Data Protection Regulation.

* This new legislation would be in place from 25th May 2018.
* The Clerk had been in contact with an organisation recommended by SALC to audit the data held by the Parish Council. The Clerk will attend a meeting to begin the process.

1. Village Litter Pick.

* It was agreed that it should take place on Saturday, 14th April 2018.
* The Clerk will arrange for litter pickers, hi viz jackets and binbags to be delivered by Mid Suffolk District Council. In addition, he will arrange for all the litter collected be removed by the Council.
* The Clerk will also prepare a notice which will be circulated to people living in the village by including it in the parish magazine.

**Action: The Clerk.**

1. Planning:
   1. Applications: None.
   2. Applications – no decisions to date: None.
   3. Planning decisions:
      1. Approved: None.
      2. Refused: None.
      3. Discharge of Conditions: None.
   4. Withdrawn: None.
   5. Appeal by: None.
2. Appointment of new Parish Clerk and Responsible Financial Officer – hours of work and rate of pay to be agreed.

* It was agreed that the Clerk would be paid at the same hourly rate as the previous Parish Clerk and receive the same allowances.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 9th May 2018.

* None.

Meeting closed at 8:20 p.m.