Thompson Parish Council (TPC) Minutes of Parish Council Meeting held in Thompson Community Hall 18 January 2022 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 Breckland District Councillor (PC)
Fabian Eagle Norfolk County Councillor (FE)

Also present: There was 1 member of the public present.

The meeting opened at 19:31

1. To consider accepting apologies for absence

There were no apologies for absence.

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 16 November 2021

The minutes had been circulated prior to the meeting. Cllr. Angus Welch proposed approval of the minutes and Cllr. John Newnham seconded the proposal. On a vote, this was carried unanimously, and the minutes were duly signed by the Chair, Cllr. Jean Kaye.

4. To approve Minutes of Extra Parish Council Meeting held on Tuesday 4 January 2022

The minutes had been circulated prior to the meeting. Cllr. Angus Welch proposed approval of the minutes and Cllr. Kate Winslow seconded the proposal. On a vote, this was carried unanimously, and the minutes were duly signed by the Chair, Cllr. Jean Kaye.

5. To discuss any matters arising from the minutes.

Donation to St. Martin's Church. It was agreed at the last meeting, 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 had emailed Katherine Wolstenholme but as yet had not had a reply.

6. To adjourn the meeting for public participation

The meeting was adjourned at 19.35. The member of the public present introduced himself as Ian Minto, a Thompson resident and advised he was there to observe not participate as Liberal Democratic representative in Breckland. The meeting re-opened at 19:36.

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

Meeting with Lord Dannatt and Flood Alliance scheduled for 22 November had been cancelled and rescheduled for 3 December. Cllrs. Kaye and Welch made the most of the hour visit, taking a short walk round the village whilst explaining the challenges of the drainage arrangements in Thompson and looking at what work could be possible. Would motivate the NCC environment department to carry out the two surveys promised in their April 2021 visit. The main message was that riparian responsibilities need to be observed. Cllr. Kaye gave an example, where the watercourse was not accessible by

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machinery and it was not reasonable, in this instance, to ask the riparian owners to be solely responsible for carrying out the work.

Cllr. Kaye had done an excellent job in getting Lord Dannatt to attend, as he is a very busy person dealing with other priorities such as coastal flooding, issues with the broads and rivers etc. Lord Dannatt listened carefully to Cllrs. Kaye and Welch and seemed to take everything on board. Cllr. Kaye stressed that Thompson is not unique in experiencing these problems. There are many similar villages with problems but as the village is small, the necessary remedial work is never prioritised. Would also look for other doors to knock on. Cllr. Eagle confirmed he had some budget that could be made available for clearing ditches etc.

Noted that Highways have done more than just jetting in Pockthorpe Lane. Success not yet evaluated as not enough rain recently.

Cllr. Cowen said people forget they are responsible for ditches. Very much about education so residents need reminders to maintain their ditches but not up to the PC to do this. The Environment Agency might enforce riparian responsibilities. NCC is responsible for drainage/flooding issues and could fund some work. Cllr. Kaye will sort priorities in case any funding agreed. Highways can request an individual to clear their ditches. If not done then Highways can do the necessary work themselves and bill the owner. Cheaper to do it themselves! Flooding issues may become worse as climate change has an effect. All agreed good to remind people. The Flood Alliance had produced two 'Be prepared for flooding' leaflets setting out what people need to do to be prepared should another flooding event happen, and giving a list of organisations who can be contacted for assistance. Cllr. Kaye would write a summary of what work has been done to date, including feedback from Lord Dannatt's visit, to send out with the Flood Alliance documents. To be delivered to all residents. Cllr. Kaye will also put a paragraph in the Waylander drawing people's attention to the leaflet and its contents.

8. To discuss the Queen's Platinum Jubilee - Thompson's celebration event.

Next year 2022 is the Queens Platinum Jubilee celebrating the Queen's historic 70-year reign. Thompson are planning an event on the Saturday 5 June, ideally a children's event/street party in the afternoon and a BBQ/pay bar for the adults in the evening. Hope to stream one of the National concerts onto a big screen. A beacon for the village is not appropriate as well as being expensive. A bonfire also not practical due to health and safety concerns. Any available grants will be applied for. For a previous Jubilee event the PC had donated an official coin to all children in the village. Noted there was a difference between children in the village and children at the school. Coins about £1 each and mugs £3. Need to decide if want to donate and to what extent. TMGCT are planting a tree and installing a circular bench around. The Platinum Jubilee will be on the March agenda.

9. To discuss Community Speedwatch (JN)

The Clerk had emailed her covid-volunteer list asking for help and Tina Sales had volunteered. John now has 6 volunteers. Will still readvertise for volunteers in the Waylander. The Clerk hadn't been able to find a 'volunteer for speed watch' poster on any websites. John would contact all current volunteers shortly to arrange a meeting in the Community Hall. John will let Cllr. Kaye know when the meeting will be.

10. To receive reports

10.1 Breckland District Councillor (PC)

Busy dealing with budgets, setting council tax. Have a draft balanced budget to be signed off by the Overview and Scrutiny Commission. Has support from cabinet and back benchers. Increase in council tax will maintain all services and in fact enhance some too.

The pandemic has caused highstreets to suffer and towns and cities have struggled. Breckland has an inspiring community agenda to re-energise after lockdown and extra staff to deliver the council's obligations, including support for vulnerable people.

Homeworking has enabled Breckland Council's offices to be refurbished and infrastructure to be reviewed and upgraded. Offices on ground floor have been sub let with the rent as a welcome

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income stream. Department of Work and Pensions (DWP) and Housing sensibly working closely together.

Waste contract is with Serco. Currently redefining collections to look beyond Breckland. Communication is critical with conveying collection days/dates to households.

Covid. Nobody has had to isolate this week at the council offices. Plan B likely to be lifted and more people will go back to work in the office.

Cllr. Cowen was very disappointed with the Blue Oak (PIP) application being approved, as too was the Parish Council. Need to make sure sufficient detail is submitted at the next stage. An opportunity to be very specific. Will be looked at very closely by Breckland.

10.2 Norfolk County Councillor (FE)

Budget. £1.4 billion to spend on services across the County. Propose to raise the county council element of the council tax by 2.99%, including a 1% adult social care precept.

Highways. FE has purchased some temporary flood barriers for use on the Highway to prevent residential properties being flooded. Anyone needing them should contact FE. FE has a personal budget of 10K which could be used for environmental issues, including ditch clearing.

Avian Flu. 9 cases this year already. 2 million birds culled mainly from laying flocks.

Farmland. 16,000 acres of farmland, owned by NCC. Applications are invited from new applicants to take the opportunity to get into farming, near King Lynn, Downham Market and Burlingham.

10.3 Thompson Chair's report (JK)

Public Inquiry ROW/3227322. Notification received of the Inquiry to be held on Tuesday 22 February 2022, hosted by NCC. Can attend in person at Thompson Community Hall or can view the inquiry online using Teams. The inquiry will last for 3 days. PC has chosen not to speak.

Litter Pick. Planned for Saturday 26 March 2022. 20 sets of kit will suffice. Advertise in Waylander if not too late for publication. Contact Cllr. Kaye or the Clerk if interested.

10.4 Community Hall report (KW)

Coffee mornings were stopped in the week before Christmas due to the Covid spike. Will start again in February. Lunches will start on 1 March. Christmas tree lighting was well attended. Film nights will start in spring as no decent films at the moment that will attract the 50 people needed to make the evening worthwhile.

10.5 The Millennium Green report (AW)

• Committee

 Andrew Cook is no longer a permanent committee member but remains on call for advice related to hydrology matters

• Finances

- Lottery income collection ongoing
- Planning for the Thompson Run 2022 has begun under guidance of Martin Kaye.

Boundaries and Green

- TMG has secured DEFRA funding under the Countryside Stewardship Scheme to
- Restore and rejuvenate the Hallfield Road hedge line from the Celebration Walk entrance to the western neighbouring property. A professional hedge layer has been approached and he has agreed the scope of work. The hedge laying will be undertaken over the Winter 2022/23

• Play Equipment and Adult Exercise Area

- No change, damage to an element of the children's trim trail resulted in this item placed out of bounds until it is repaired
- ROSPA recommended work plan ongoing throughout the year

Community Involvement

- Likely to issue another Survey about the green in 2022
- o Committee represented on the Platinum Jubilee working group
- o TMG Committee has agreed to plant an English Oak (Quercus Robur) with a restored circular bench around it, on the Millennium Green to commemorate the Platinum Jubilee
- Next Working Party will take place on Sunday 27 Feb 22
- Next Meeting 21 Mar 22

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11.2

11. Finances11.1 Financial position

Financial position			
The bank account balances at Tuesday 18 January 2	2022		
Barclays Community Account	f	€ 7	678.72
Barclays Business Premium Account	f	€ 1	614.49
TOTAL	as per bank f	€ 9	293.21
Summary (Including monies allocated)			
Allocated to Sports Equipment	f	€ 17	746.00
Allocated to Notice Board	f	€ 10	84.30
Thompson Parish Council	f	€ 6	462.91
TOTAL	as per bank f	E 9	293.21
Money in since last meeting (16 November 2021)			
6/12/2021 Barclays Saver Account - Interest	f	Ξ	0.04
· · · · · · · · · · · · · · · · · · ·	TOTAL IN	ε	0.04

11.3 Bank Reconciliation

Opening balance at bank, Current (Last meeting, 16 Nov. 2021)	£	9972.19
Opening balance at bank, Savings (Last meeting, 16 Nov. 2021)	£	1614.45 (Total £11586.64)
PLUS Money in since last meeting (as above)	£	0.04
MINUS Money out since last meeting (Total cheques 16 Nov. 2021)	£	2293.47
Closing balances at bank (This meeting, 18 Jan. 2022, as above)	£	9293.21

11.4 Cheques out (to sign)

CHQ 770	Cllr. Kate Winslow - Reimburse Christmas tree stand $ \pounds $	40.99
CHQ 771	Geoff Winslow - Reimburse materials/ bench bases £	362.89
CHQ 772	Clerks Wages - Nov/Dec/Jan 22 - 3 months M8/9/10 £	657.15
	TOTAL OUT £	1061.03

THOMP	SON PARISH	COUNCIL ACCOUN	ΓS						II.	COME
						YE	AR EN	IDED 31	Marc	h 2022
Date	From	Description		PRECEPT	SAVER AC 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
06/12/2021	Barclays	Barclays Saver A/C Interest	DR		0.04					0.04
				6,100.00	0.12	93.18	0.00	275.70	0.00	6,469.00
									CHECK	6.469.00

THOMP	SON PARISH CO	DUNCIL ACCOUNT \$ 20	21 -	2022														Đ	(PEND	TURE
															Y	EAR	ENDE	ED 31	Marc	h 2022
Date	v oi To	s p Description p	аю	CLIPKE	PORTA CIE	MAYROL BRANCH	COUNCE. INFINE IS	TOURING	HALL HPISE	PRINCIPLE	BRURANCE	ALIDIT	DOMA WORK	21.00	CUTTINGES.	NER MIL	MBE	CVMIVE	VAT	TOTAL.
18/05/2021	STTSR Limited 0	Grass cutting 1 of 2 (50%)	754												512.02				102.40	614.4
18/05/2021	Info Commissioner	Annual Data Protection Fee - sub	755											40.00						40.0
04/04/2021	≥ ZDOM	Monthly virtual meeting fee	756														11.99		2.40	14.3
04/05/2021	+ZOOM	Monthly virtual meeting fee	756														11.99		2.40	14.3
18/05/2021	Kim Austn	Clerk's wages AprilMay 21 - M1/	757	438.10																438.1
18/09/2021	Mrs J Roberts Plants	Internal Audit 'Plant Hamper'	758									30.00								30.0
01/06/2021	Bus. Services at CAS	Insurance renewal Yr 3 of 3	759								207.48									207.4
30/06/2021	SP Services	Defib battery and pads	760														306.00		89.82	395.8
30/06/2021	NPTS	New councillor training JW/JN	761					100.00												100.0
30/06/2020	Kim Austn	Clerk's wages June 2021 - MB	762	219.05																219.0
31/07/2021	Kim Austn	Clerk's wages July 2021 - M4	763	219.05																219.0
31/08/2021	Kim Austn	Clerk's wages Aug 2021 - M5	763	219.05																219.0
31/09/2021	Kim Austn	Clerk's wages Sept 2021 - M6	764	219.05																219.0
31/10/2021	Kim Austn	Clerk's wages Oct 2021- M7	765	219.05																219.0
6/11/2021	MTTSR Limited 0	Grass cutting 2/2	766												512.02				102.40	614.4
16/11/2021	TTSR Limited 0	Extra for verge maintenance	766												300.00				60.00	360.0
18/11/2021	Thompson Communi	tDonation	767										300.00							300.0
18/11/2021	Wayland Partnership	Donation	768										300.00							300.0
18/11/2021	Thompson Milenium	Donation	769										500.00							500.0
17/01/2022		Reimburse Christmas tree stand	770														34.16		6.83	40.9
17/01/2022	Gooff Wirslow	Reimburse bench bases/sadolin	771														302.41		60.48	362.8
17/01/2021	Kim Austn	Clerk's wage Nov/Dec/Jan 2022	772	657.15																657.1
-	+ +			2.190.50	0.00	0.00	0.00	100.00	0.00	0.00	207.48	30.00	1.100.00	40.00	1324.04	0.00	666.55	0.00	426.73	6.085.3

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11.5 Budget Vs Actuals and projected for precept setting

AT 18/01/2022											
	Budget	Forecast	Actual to date	Projected							
	2021/2022	2021/2022	2021/2022	2022/2023							
INCOME											
Precept	6.100.00	6.100.00	6,100.00	6.100.00				-			
Recycling	120.00		93.18	100.00							_
Interest (Barclays Saver)	3.20		0.12	0.12				-			
Grant	0.00		0.00	0.12				-			
VAT	300.00		275.70		(VAT taken	out for t	hic over	nico)			-
Other	0.00		0.00	0.00		out for t	IIIS EXEIT	JISE)			
Other	0.00	0.00	0.00	0.00							
Total	6,523.20	6,523.20	6,469.00	6,200.12							
EXPENDITURE											
Staff Costs including PAYE	2,630,00	2.630.00	2.190.50	2,700.00	* Clerk - No	pavrise	for 2 ve	ars - delay o	lue to Covid	i.	
Pavroll services	72.00	7	0.00	72.00				c. £70pa) W			n entitled
Internal audit fee	30.00		30.00	30.00			, (
Postage	15.00		0.00	15.00							
Insurance	207.48		207.48	240.00	Slight incre	ase for	continger	ncv.			
Grass cutting	1,228.84		1,324.04					f renewed N	far 2022-20	24)	
Training	100.00		100.00	100.00				+ for extra q			
Printer/consumables	50.00		0.00	50.00		(, (- : : , ,	
Website	70.00	70.00	0.00	70.00							
Capital	70.00		0.00		Not aware	of any ca	apital cos	sts			
Defibrillator	0.00		306.00					nd batteries)	per annum	1?	
Miscellaneous/Contingency	200.00	200.00	360.55		Contingend						
Donation - St. Martin's Church	500.00	500.00	0.00	500.00		,					
Donation - Wayland Partnership	300.00	300.00	300.00	300.00							
Donation - Thompson Community	300.00	300.00	300.00	300.00							
Donation - Thompson Millenium Gr		500.00	500.00	500.00							
Subs - Norfolk ALC	117.45	117.45	0.00	120.00							
Subs - Community Action Norfolk	50.00	50.00	0.00	50.00							
Subs - Info Comm Registration	40.00	40.00	40.00	40.00							
VAT	300.00		426.73	0.00	(VAT taken	out for t	his exerc	cise)			
Total	6,780.77	6,780.77	6,085.30	6,974.35	£800 SHOI	RTFALL					
PRECEPT £6100	Budget	Forecast	Actual to date	FORECAST	Г						
2021/2022	2021/2022	2021/2022	2021/2022	FOR PREC	EPT						
						DI ATIN	LINALILIDI		DATIONS	? (Grants)	-

11.6 Precept setting 2022-2023

Historical figures for precept.

THOMPSON PARISH COUNCIL - PRECEPT SUMMARY								
	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	20.00	£5,55 0.00	300				
2020/2021	5800	£0.00	£5,800.00	250				
2021/2022	6100	20.00	£6,100.00	300				
2022/2023	TBC							

Figures in 11.5 had been circulated prior to the meeting. Projected income of £6200 is predominantly precept of £6100 - with a small recycling contribution. Projected expenditure of £7000 for 2022-2023 shows an £800 shortfall on income (£900 if compared to precept figure of £6100). The clerk ran through the projected figures. It was noted there was no provision made for the Queen's Platinum Jubilee celebrations but would take advantage of any grants available. There was a contingency of £200 and a small amount for any training. Still waiting for revised Clerks' pay scales. No capital expenditure was currently expected.

Grass cutting contract

TTSR Ltd. had provided a quote for the next three years 2022-2024. This had been circulated to all councillors prior to the meeting. All councillors agreed to accept the quote for cutting grass at Thompson Millennium Green and Community Hall. The total of £1387.35 for 2022 is included in the projected figures. The Clerk would confirm acceptance with TTSR.

Defibrillator costs.

After having to recently use the defibrillator for a family member, councillors were very grateful to Cllr. Gregory for his offer that the Gregory Family would be happy to pay £300 towards its maintenance. This offer was duly accepted.

Taking this contribution into account, it was agreed that the precept of £6100 would be increased by the now £500 shortfall against projected. Proposed by Cllr. Robertson and seconded by Cllr. Gregory,

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this proposal was accepted. Precept Form B was signed by chair, Cllr. Jean Kaye. The Clerk would send to Breckland by the deadline of 31 Jan 2022 for precept requests.

12. To consider planning applications

12.1 Planning outcomes since last meeting

APPEAL APP/F2605/W/21/3272258 (3PL/2020/1215/PIP) BLUE OAK (043) PERMISSION Cllr. Cowen and Parish Councillors expressed their disappointment at this decision.

3PL/2021/1370/HOU GREGORY/Church Farmhouse/Garden room (045) PERMISSION

3PL/2021/1473/HOU SNELLING/Pheasant view Hall Ln/Single storey side extn (046) PERMISSION

12.2 Applications pending outcome

3PL/2021/1521/HOU SYER/Providence House, Tottington Rd/2x2 storey,1x 1 storey extns. (047a)

12.3 New applications since last meeting (4 January 2022 Extra meeting)

3PL/2021/1521/HOU SYER/Providence House - Variations (047b)

A small increase in the footprint of the house. Not seen from the road. The Parish Councillors agreed they had NO OBJECTION to the amendments to this application.

3PL/2021/1621/HOU MALLINDINE/Pitlochry Church Lane/side extn. New access, triple garage (048)

This application is for a large extension to the existing bungalow and a very large triple garage with office space above. This was discussed and agreed that the Parish Council had no objections to the plans for extending the bungalow itself nor the siting of the proposed new entrance to the property from the road. But, by a majority decision they do OBJECT to the very large triple garage with office space above. The garage is inappropriate in scale and design, is disproportionate to the bungalow being just over 6m in height compared the bungalow of 3m height. It fails to preserve or enhance the historic setting of the nearby Grade 1 Listed St Martin's Church.

The garage's location will impact directly on the neighbouring property with sight lines affected. These need protecting. The councillors suggested that the garage could be sited further into the garden or be kept as single storey with the offices adjacent at ground level. New applications received after agenda finalised.

3PL/2022/0016/O SYER/Allard Land adj. to Farriers/Proposed New Dwelling (049)

This application for outline permission was discussed. As it is within the settlement boundary and would be considered infill between the old village hall and Farriers, the Parish Council had NO OBJECTION to this outline plan.

13. To discuss any correspondence.

There was no correspondence.

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

Trees. With reference to Parish Council minutes dated 19/1/2021, Item 14, Cllr. Welch now informed the meeting that Kevin French had withdrawn his offer.

Phone Box. It was agreed the phone box was well used as a book swap. It was agreed however, it could benefit from some shelving. The Clerk would contact Zara Brown to discuss.

Post box - it was noted that the post box in the vicinity of the church appears to have been stolen.

15. Date of next Meeting

Tuesday 15 March 2022 starting at 7.30pm in Thompson Community Hall.

The meeting closed at 21.24

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