

THORNHAM PARVA PARISH MEETING

Minutes of a meeting of **Thornham Parva Parish Meeting** held in the Village Hall, Thornham Magna on Tuesday 10th May 2016 at 7.30pm.

PRESENT

Mrs S Dale, Lord Henniker, Mr P Gudde, Mr M Kay, Mr A King,
Mrs J Marshall and Mrs C Moore
County Councillor Jessica Fleming for part of the meeting
District Councillor Diana Kearsley for part of the meeting

1. APOLOGIES

Col C Dale, Mrs G Goulding

2. APPOINTMENT OF VOLUNTEER CHAIRMAN, VICE-CHAIRMAN, TREASURER AND CLERK

The appointments were made enbloc – proposed by Lord Henniker and seconded by Mrs S Dale.

Chairman: Mrs J Marshall proposed, seconded and appointed
Vice-Chairman: Mr M Kay proposed, seconded and appointed
Treasurer: Mr P Gudde proposed, seconded and appointed
Clerk: Mrs C Moore proposed, seconded and appointed

There being no other people interested in the positions, it was unanimously agreed to appoint the above named, all of whom were willing to stand and accepted their posts.

3. MINUTES OF LAST MEETING

The minutes of the meeting held on 11 November 2015 were circulated and approved.

4. MATTERS ARISING

Christine Moore reported that the brown tourist signs for St Mary's church, had been installed in December 2015 and are fixed to an existing sign to Thornham Parva on the A140 at the junction with the B1117. The signs were paid for by the Parochial Church Council. £250 has been received by the PCC from the locality budget of District Councillor Diana Kearsley towards the cost of the signs.

The changes to the directional signs travelling from Thornham Magna should be carried out later this year, a meeting had been held with the Highways Engineer in April. It is hoped that Suffolk County Council will add Thornham Parva to the signposts at the Four Horseshoes and the Gislingham road junctions, the signpost at 'School House' to be cleaned and Thornham Parva to be added to the signpost on the grass triangle in Parva, together with an additional arm stating and pointing to St Mary's church. The existing signpost will be moved slightly so it is more visible beside the oak tree.

Martin Kay reported that the hedges at the east end of Church Lane were to be cut tomorrow. £100 had been earmarked at the last meeting for this.

5. CORRESPONDENCE

Letter received from the East Anglia's Children's Hospices requesting a donation.
Letter received from Magpas (The Emergency Medical Charity) requesting a donation.

Agreed to hold both requests until the November meeting.

Letter from Jo Churchill, our MP, giving details of how to contact her (the poster has been displayed on the notice board).

6. **TREASURER'S REPORT**

(i) **Annual Governance Statement 2015/16**

The meeting considered the Annual Governance Statement for 2015/16 (Section 1 of the Annual Return including a financial risk assessment) following the template sent by BDO (the External appointed financial auditors). Results are as follows:

The following risk topics were considered and the review documented:

- There was no borrowing or lending
- No conflicts of interest were declared
- There was no irrecoverable VAT
- Reserves, either earmarked or general reserves were considered adequate (projected budgets below)
- There are no assets, staff or salaries paid
- There was no consequential loss
- No cash was handled
- There are no maintenances responsibilities for car parking, leisure, cemetery, allotments, lottery, grants, TIC sales
- There were no investments
- There were no direct costs and overhead expenses
- There was no councillor allowances
- All grants and support were minuted, agreed by the Meeting, with cheques appropriately assigned and follow-up verification undertaken
- There were no election costs
- The level of precept had been reviewed, considered inadequate based on the projected budget for 2016/17 and an adjusted figure submitted for 2016/17 submitted to MSDC (Minutes of the November 2015 meeting refer),
- There were no charges, grant submissions, sales revenue or investment income accrued
- Previous Minutes had covered any issues arising from the last external audit by BDO.

The Meeting considered the reserves at £217.30 to be adequate, that there was no need to earmark any reserves, that there has been no loss due to dishonesty, the financial records had been examined, are adequate and found correct. The minutes were considered to have been properly kept and accurate.

Since all matters contained in the Statement had been appropriately considered and addressed, the Meeting approved the Statement. The Annual Return will now be finalised and sent to BDO for approval and published to allow the public to exercise their rights to inspect the accounts. These will be available on the Meetings website between the 1st July and 11th August 2016 as well as being displayed in a public place.

(ii) **Accounting Statements 2015/16**

The meeting then considered the Annual Statement of Accounts (Section 2 of the Annual Return). Peter Gudde reported that the accounts for 2015/16 had been independently inspected and authorised by Mrs G Goulding in readiness for sending to the Auditors. The accounts were then approved by the meeting. A copy of the accounts will be attached to these minutes.

(iii) **Payments made**

The following payments had been made following receiving approval at the November 2015 meeting:

- Thornham Parva Parochial Church - £200.00
- Eye Volunteer centre - £50.00
- Diss and District CAB - £50.00
- Christine Moore (Neighbourhood Watch signs) - £71.00
- Thornham Village Hall Hire November 2015 meeting - £14.00

(iv) **Budget projection**

Peter Gudde reported that the balance at the beginning of this financial year was £217.30. The first precept payment has been received taking the balance to £369.72. He informed the meeting that the following foreseen costs will be incurred during 2016/17 (November 2015 Meeting minutes refer):

- Hedge cutting of Church Lane - £100
- Thornham Parva Parochial Church - £100.00
- Eye Volunteer centre - £50.00
- Diss and District CAB - £50.00
- East Anglian Air Ambulance - £50.00
- Hall hire for meetings - £24.00.

These outgoings would leave a projected balance as at 31 March 2017 in the region of £145.72. Based on the agreed level of precept and likely outgoings, the projected balance as at ending 31 March 2018 would be in the region of £143.72. On this basis, the Meeting would be on a sustainable financial path going forward.

(v) **Other financial matters**

No matters were raised.

7. **PLANNING MATTERS**

There have been no planning applications or decisions from MSDC since the last meeting.

8. **ANY OTHER BUSINESS**

Concern was expressed regarding safety of drivers at the corner near the grass triangle travelling to and from Mellis, particularly when travelling towards the A140 with a high bank on the left-hand side and no where for vehicles to pull off. Concern was also expressed at the other corners along Bull Road. Clerk to take this up with the Highways Engineer to see if any suggestions are forthcoming.

9 **REPORT FROM COUNTY COUNCILLOR JESSICA FLEMING**

Jessica Fleming gave her report copied below:

**County Council Report for Thornham Parva Parish Meeting
May 2016**

By County Councillor Jessica Fleming, Hartismere Division, Suffolk
Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 twitter: @jesstfleming

Community Transport - The new service arrangements come into effect on **Mon 13th June 2016**, information on services can be found at www.suffolkonboard.com.

An information Drop-in session to meet the Mid Suffolk Area provider (Bury St Edmunds VC) will take place on Wed. June 8th from 10.30 – 11.30 a.m. Please feel free to attend at Mid Suffolk District Council, Dove Room.

Grass Cutting - Suffolk Highways will commence the first of two cuts on the A and B road network in May and take around two weeks to complete. The second cut will be in July. C and U road verges will receive a single cut beginning around 6th June and will take around six weeks. Details and updates can be found at www.suffolk.gov.uk/grass-cutting. Weed-spraying will commence during April and be repeated in August.

Recycling - Garden waste composting items are available at discount from www.getcomposting.com. This includes a 220 litre compost bin for £8.99 or a 330 litre bin for £9.99, which is 50% off the normal retail price.

Suffolk's recycling centres are now open longer hours including Saturday and Sunday 9 – 5, but will be closed on Wednesdays.

Fire and Rescue Service Integrated Risk Management Plan Consultation – An Executive Summary of the public consultation about proposed changes to the service is now available on the County Council’s website: <https://www.suffolk.gov.uk/council-and-democracy/consultations-petitions-and-elections/consultations/fire-service-redesign/> Recommendations based on the consultation will be debated by the Council’s Cabinet on Tuesday 17th May.

Devolution – The positions of the relevant local authorities regarding the proposal and regional elected major is not yet resolved, public consultation is expected over the summer period. Background to the project can found in a 2012 Report by Lord Heseltine entitled ‘No Stone Unturned in the Pursuit of Growth’: <https://www.gov.uk/government/publications/no-stone-untuned-in-pursuit-of-growth>

10. **REPORT FROM DISTRICT COUNCILLOR DIANA KEARSLEY**

Diana Kearsley gave her report copied below:

**District Councillors Report May 2016
Annual Parish Meeting – Thornham Parva**

1) **Economy & Organisational**

Last year I reported about ongoing work to develop a Joint Strategic Plan for the years 2014 – 2019. During 2015 a number of changes were announced as a result of the DCs elections during May and National Government. The Joint Strategic Plan is now being refreshed as the two new administrations wanted to review and update the strategies, in light of local, regional and national factors that changed since the original Joint Strategic Plan (JSP) was developed in 2013/14. A focused management review has been undertaken to ensure that we make the best use of our resources and direct them to the activities and interventions needed to secure delivery of our new Strategic Plan and this sets out how the Councils aim to provide services to deliver positive, sustainable change in our individual and business communities over the next five years.

Capital Investment Strategy – In July, both Councils approved a plan to invest the Councils’ cash and capital resources to generate revenue income, achieve an increase in capital value in the longer term and stimulate local economic growth.

Devolution – Initial discussions started in August 2015 between Suffolk and Norfolk Councils to determine the viability of Devolution, followed by weeks of negotiation between Government, local councils and LEPs, a deal worth over £1bn for East Anglia was announced in the budget on the 16th March by George Osborne MP, Chancellor of the Exchequer. As part of the deal East Anglia would receive:

£900m (£30m a year for the next 30 years) to invest in infrastructure
£175m to invest in housing

The ‘deal’, which sets out a fundamentally different relationship between Government and local public services, was negotiated by Leaders from councils across Suffolk, Norfolk, Cambridgeshire and Peterborough and the New Anglia and Greater Cambridgeshire and Greater Peterborough Local Enterprise Partnerships. However a tremendous amount of work will be carried out in future months, together with public consultations, it is important to note, this is not a ‘done deal’ - it will require ratification by each of the local councils and the LEP boards. The ‘deal’ will finally create a Combined Authority and a directly elected Mayor; it is proposed that the first mayoral elections could be in May 2017 alongside county council elections.

2016/17 Council budgets see small Council Tax rises – announcements have been distributed giving the revised Council Tax for 2016/2017 and Mid Suffolk have increased this by 6p per week, £2.97 per annum for a band ‘D’ property which is equivalent to 1.9%.

2) **Housing**

New Homes – as part of the Capital Investment Strategy, MSDC secured planning consent to build 38 new council homes supported by Homes and Communities Agency grant funding. These are the first houses to be built in a generation and will be completed by the end of 2016/17.

Decent Homes Standard - A targeted campaign was launched to encourage landlords and homeowners to take up grants and loans to bring their homes up to the Decent Home

Standard – this was possible and made available under the Housing Renewal Policy approved by both councils in February 2015.

Empty Homes - The work being carried out by the private sector housing team to return empty homes to occupation has now expanded and includes empty commercial buildings. This work involves a great deal of legal work and when these empty homes are released will help towards the housing and business property shortfall.

Trusted Partner Pilot - Babergh and Mid Suffolk have been chosen by the Department for Work and Pensions (DWP) to participate in a Trusted Partner pilot scheme to identify tenants who may struggle to pay their rent, following the introduction of Universal Credit. The pilot will allow us to make appropriate recommendations for a payment of housing costs direct to the landlord, (known as an Alternative Payment Arrangement (APA)). The pilot scheme will last between six and nine months and was started in January 2016.

Help to Buy – during this year we were able to announce that council tenants who want to buy their own homes can apply for a £20k grant to help them onto the property ladder. This was made possible due to a successful application for funding from the Government's £84m Right-To-Buy social Mobility Fund, launched in 2015. The Right to Buy receipts during 2015/16 will acquire 4 properties with a further 6 in the pipeline. A total of £1,580,495 of RTB receipts committed.

Sheltered Housing Review - It has been some five years since this service was last reviewed. People are living longer and the service we offer should meet the needs of residents now and in the future, whilst also providing value for money. As part of the review, MSDC consulted residents to get their views on the service, what they like, what they don't like, what we could do better etc. A series of 25 separate tenant involvement events were held in 2015 with our Sheltered Residents at 22 different locations across the two districts.

3) **Growth/Business**

CIL (Community Infrastructure Levy) - In January both councils voted to adopt CIL charging in the districts. Charging will start on 11th April meaning that any planning permission granted on or after this date may be liable to pay CIL. The Infrastructure Team will be providing further information over the coming months at Parish Liaison meetings, with details on what CIL charging means for communities and how you can take advantage of the opportunities it presents.

Neighbourhood Plan – During the past couple of years, 15 parishes across Babergh and Mid Suffolk have expressed interest in developing neighbourhood plans. The purpose of the plan is to determine how they view the growth of their neighbourhood to meet the need for economic growth and provide a future for next generations.

Joint Local Plan – Currently Babergh and Mid Suffolk Councils have separate policies and are seeking to develop a Joint Local Plan. Work began this year through a new 'cluster' scheme, to see how the district wide housing targets will be considered at a local level. This includes a conversation about the impact of growth on infrastructure, facilities and the service improvement opportunities. There will be an ongoing dialogue with Councillors and the wider community as the plan progresses.

Planning - The Development Management team has changed and is now made up by three officer teams to serve specific areas within both Babergh and Mid Suffolk. The teams will establish improved local connections in the areas they cover with the support of their dedicated officers. A new fourth 'start up' team has been formed to ensure faster registering and validation of applications and enquiries. This is one of a number of planned improvements for Development Management in the next year to ensure clear routes of communication for consultees, members, parish councils, residents and developers.

4) **Communities**

Crucial Crew – This is always a popular educational event for local school children. In the past year it was delivered, with support from a number of partners, at MEAL in June. A total of 32 Schools, 896 children took part in a number of scenarios to improve personal safety and promote responsible and safe behaviour.

Joint Community Achievement Awards – this event was held at Haughley Barns in March last year and celebrated a number of ‘local heroes’ who contributed so much to our communities. 2016 will be the first single event for both Mid Suffolk and Babergh Councils. This was held on 21st April 2016 at Wherstead Park to celebrate the achievements of 29 unsung heroes who have worked tirelessly to make a difference within our communities.

Capital Grants provide the community with support for village halls, community centres, sports clubs, community shops and events. In 2015/16, a total of £141,224 was allocated across Mid Suffolk. Against a total project cost of £1,178,811, our support of 12% grant allocation levered in a further 88% funding for our communities.

Health and Housing Pilot - A key aspect of our contribution to improving health and wellbeing within our district is a collaborative approach with partnerships. Funding from Public Health has made possible to design a process of innovative and unique new health and wellbeing offer to some tenants in Hadleigh and Needham Market. The pilot project will provide different levels of support and a range of community-based health and wellbeing interventions that will address the councils rent and council tax arrears, improve self-reported wellbeing and in addition, contribute to reduced demand on local health and care services.

11. **DATE OF NEXT MEETING**
Wednesday 16th November 2016.

The meeting closed at 9.00pm.

CHAIRMAN

DATE