

## **THORNHAM PARVA PARISH MEETING**

Minutes of a meeting of **Thornham Parva Parish Meeting** held in the Village Hall, Thornham Magna on Wednesday 17<sup>th</sup> May 2017 at 7.30pm.

### **PRESENT**

Mrs G Goulding, Mr P Gudde, Mrs J Marshall and Mrs C Moore  
County Councillor Jessica Fleming for part of the meeting

#### **1. APOLOGIES**

Lord Henniker, Mr M Kay and District Councillor Diana Kearsley

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

The appointments were made enbloc.

**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 16 November 2016 were circulated and approved.

#### **4. MATTERS ARISING**

Christine Moore reported that a replacement arm should be fitted to the signpost on the grassed triangle – additional information to be added to the east pointing arm – it should read St Mary's Church: Thornham Parva Eye: Norwich. The highways authority is unable to supply or fund transfer stickers stating Thornham Parva for the post of the existing signpost – as was on the old one, but do not object to the Parish Meeting providing same.

Martin Kay sent a written report stating that he had not needed to call on Robert Fiebelkorn to trim grass or hedges in the green lane behind the church, but felt the money earmarked should be carried forward for future use.

Christine Moore reported that she had received a reply from the auditors, BDO relating to the issue raised at the last audit regarding minutes not signed or initialed. A scanned copy of the signed and initialed minutes had been submitted to BDO who had replied 'It is good to see that you are maintaining the minutes properly'. It was felt that when BDO requested a copy of the minutes, that either a draft version was sent or an electronic version, which would not show the signature or the initials. It is noted that a scanned version will always be needed by the auditors.

#### **5. CORRESPONDENCE**

Letter received from Palmer Training Academy offering a new course relating to traffic management at pre-planned events.

Age UK Suffolk requesting a donation and giving information on what services they can offer.

Request for a donation from the Eye Volunteer Bureau, this was discussed and it was agreed to give as in previous years. Donation to be made following the next meeting.

#### **6. TREASURER'S REPORT**

##### **(a) Closure of 2015/16 accounts**

As reported at the November 2016 meeting, it was reported that the accounts for the financial year ending 31<sup>st</sup> March 2016 have been audited and approved by BDO with one issue raised to assist the

Meeting, that minutes were not signed or initialled. The Clerk had sought clarification. A reply was received on the 31<sup>st</sup> January 2017 from BDO stating that they now acknowledge that minutes were being maintained properly and that in future any requested minutes should be copies of official minutes.

**(b) Accounts for 2016/17**

Peter Gudde reported that the accounts for 2016/17 had been independently inspected by Mrs G Goulding in readiness for sending to the Auditors.

The accounts were approved, proposed by Christine Moore and seconded by Jean Marshall all in favour. A copy of the accounts will be attached to these minutes. The annual governance statement was also approved.

In addition to submitting the Annual Return, Thornham Parva Parish Meeting has been randomly selected to submit an Intermediate Review Questionnaire. This forms part of the external auditor's inspection responsibilities. This will be completed following approval of the accounts.

The Parish Meeting considered a risk assessment following the template used previously. Results are as follows:

- The following were not applicable: there are no charges for car parking, for leisure, cemetery, allotments, lottery, grants, TIC sales, TIC grants, no investments are held, we employ nobody, we have no direct costs and overhead expenses, no grants and support, no elections, no VAT irrecoverable, we have no reserves earmarked, we have no assets consequently no maintenance through poor performance, we have no staff, we give no loans, nor accept any there has been no borrowing/lending and no illegal activity or payments. There are no conflicts of members interests.
- Members of the Parish meeting considered the reserves at £145.72 adequate, that there was no need to earmark any of the reserves, that there has been no loss due to dishonesty, the financial records have been examined, are adequate and found correct. The minutes are properly kept and accurate.

Peter Gudde reported that the balance at the beginning of this financial year was £217.30. Precept payments and grants of £302.42 had been received during 2016/17 with payments made of £374.00 taking the closing balance to £145.72. This figure was as projected and reported at the November 2016 meeting.

Payments made during the year contained in the annual accounts statement are summarised below:

<b>Name of organisation</b>	<b>Amount</b>	<b>Details</b>	<b>Cheque No</b>
Robert Fiebelkorn	£100.00	Hedge cutting	100194
Thornham Village Hall	£10.00	Hall hire for PM meeting	100195
Diss & District CAB	£50.00	Donation	100196
Eye Volunteer Centre	£50.00	Donation	100197
East Anglian Air Ambulance	£50.00	Donation	100198
Thornham Parva Parochial Church Council	£100.00	Donation	100199
Thornham Village Hall	£14.00	Hall hire for PM meeting – 16.11.2016	100200

**(c) Budget for 2017/18**

Projected income for the forthcoming year is £302.00.

Expenditure provisionally approved at the meeting in November 2016 is as follows:

<b>Name of organisation</b>	<b>Amount</b>	<b>Details</b>
Contribution to hedge cutting	£100.00	Hedge cutting
Thornham Village Hall	£24.00	Hall hire for 2 meetings in 2017/18
Diss & District CAB	£50.00	Donation
Eye Volunteer Centre	£50.00	Donation
Thornham Parva Parochial Church Council	£100.00	Donation
<b>Projected expenditure 2017/18</b>	<b>£324.00</b>	

This would leave a projected balance as at 31<sup>st</sup> March 2018 of £123.72.

For future years it will be necessary to run a surplus to ensure that reserves remain adequate.

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 the blind corner on Mellis Road with the junction with Chapel Farm Lane – it was felt traffic was travelling faster and possibly most related to the ‘school run’ to Mellis school. It was felt the best course of action was to speak to the Headmaster at Mellis School and Jessica Fleming undertook to do this.

Christine Moore mentioned the following:

- no recent crime reported in the parish as shown on [www.police.co.uk](http://www.police.co.uk)
- the hole in the ‘sleeper’ making the bridge over the stream in Church Lane had been reported to SCC Highways earlier in the year
- should consideration be given to preserving the snow plough ‘stored’ on the grassed triangle

Discussion took place as to whether it was worth continuing with the Parish Meeting as so few people attend meetings. The Parish Meeting first met on 14<sup>th</sup> February 1977. Jean Marshall undertook to speak with Mid Suffolk District Council to see what the implications might be should the Parish Meeting cease to function.

9. **REPORT FROM COUNTY COUNCILLOR JESSICA FLEMING**

Jessica Fleming gave her report copied below:

**Annual Report 2016/ 2017**

**Thornham Parva Parish Meeting**

By County Councillor Jessica Fleming, Hartismere Division, Suffolk

[Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 Twitter: @jesstfleming

Firstly - thank you for your support and participation. A year ago we were looking at the prospect of devolution to a mayor and combined authority. Now local authorities are reinventing themselves in response to changes in funding and devolution. Waveney and Suffolk Coastal have agreed to merge in 2019 to form East Suffolk Council and Mid Suffolk and Babergh are increasingly working together, they will both join the County at Endeavour House later in 2017.

Suffolk Highways (formed of both County Council and Kier staff) will continue the programme of looking after all aspects of road maintenance, local projects, drainage and grass cutting for the next five-year contract term, renewed in October 2016.

Local speeding particularly on the Gislingham Road past Thornham Walks and in The Street (Thornham Magna) will be revisited once responsibilities for speed limit setting are agreed under the new County Council administration.

Community Transport was contracted to 7 principal operators last year based broadly on District/ Town boundaries, the Mid Suffolk operator is based in Stowmarket and can be reached on 01449-614271, it coordinates with the Border Hoppa in the Diss area. The Connecting Communities programme has aims to bring people to commercial buses and trains and includes community cars and Good Neighbour Schemes which can offer a 'door-to-door' service. No one should feel that they are stuck unable to leave home or get to appointments.

Network Rail has consulted on plans for closing or altering level crossings on all lines in Suffolk and affected Parish and County Councils have been actively engaged. Some footpaths, bridleways and agricultural crossings are likely to be closed.

Neighbourhood plans are increasingly being developed to influence local growth; 3 are now adopted in Suffolk (Lavenham, East Bergholt and Mendlesham) and 14 others have started including Rickinghall-Botesdale and the Diss Area to include Palgrave, Stuston and Brome & Oakley. Roadside litter has been very evident over the past year, particularly plastics. Protecting our natural and historic environment is one of the Council's obligations and, as a Historic Environment Champion, one of my own. During the past year SCC along with the University of Suffolk initiated design and construction of a new records repository, The Hold in Ipswich which is due to open in 2019. This and other improvements in Ipswich (such as constructing the new Orwell Crossing bridges) will help to raise the profile of our County town in the coming years.

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

Diana Kearsley gave her report copied below:

***District Councillor Report  
Annual Parish Meeting – Thornham Parva***

*May 2017*

1) **Economy & Organisational**

The refreshed Joint Strategic Plan was developed and includes a number of revised significant priorities. Due to the changes in the national framework, our two district councils will deliver enduring and positive changes for our communities and businesses over the next five years. The Joint Strategic Plan 2016/2020 puts our two sovereign councils in the best position to take advantage of the opportunities and changes in the way public services are delivered. To enable the successful delivery of the strategic outcomes, we need an enabled and efficient organisation – the right people, doing the right things, in the right way, at the right time, for all the right reasons – and be sure we are delivering value for money. Our aim is that this Plan acts as an inspiration for our communities, local businesses and other partners to work with us to achieve the outcomes. The three main priority areas that the two districts and their councillors have identified and will have the most positive impact are: *Economy and Environment - Housing - Strong and healthy Communities*

"Where we are now" – the districts of Babergh and Mid Suffolk form the heart of Suffolk and cover an area of over 1,400 sq.k (540 sq.m). The 'heart' is predominantly rural in nature, with a number of market towns; it is a special place to live and work with 6,400 listed buildings, 60 conservation areas and two areas of Outstanding Natural Beauty. We have a comparatively low wage economy - available figures show that we are approximately £70 per week below the national figure. But figures released for Suffolk recently show that 54.5% of Suffolk pupils achieved five or more A\* - C grades where the national figure for all schools was 53.8% - this is the first time Suffolk figures have been above the national average for several years, which is encouraging progress and play a major part in the economic growth.

Last year the Council Tax rose by 1.9% for Band D properties and for 2017/18 the Council budget includes a small Council Tax increase – announcements have been sent out regarding the council tax

increase. This increase is set at £2.61 for the year for a Band D property, with the larger homes paying £5.22 more over the year and the smallest properties seeing an increase of £1.74 p.a.

## 2) Housing

Given the shortfall in homes actually built in our area in recent years, and the growing need for new homes due to economic growth, aging population and the changing scene of households, we need to increase the number of new homes ensuring they are the right type, right tenure and in the right place.

New homes delivery – in recent years the need for homes in our area has outstripped delivery, which has been slowed down in recent years due to the recession slowing down new build. New homes are critical, not only for existing residents but also to attract new skilled workers to support the economic growth. We are building 65 new council homes across the two districts, with 14 already completed with new occupants. £460,000 grants funding from the DCLG for Community-led housing and will be used to kick-start the delivery of new affordable homes. The two districts are looking to increase supply and expand our 'market making' role in terms of creating the right conditions for developers and private landlords to work with communities to deliver the much needed housing.

The number of empty homes reduced as a result of a survey and 97 empty homes were brought back to provide homes, generating £130,000 of income to the local economy during this period. A financial inclusion project has helped over 150 referral, helped tenants claim £33,106 more and averted 13 evictions.

## 3) Environment

Since the installation of the Solar PV project on our housing stock, the 'green energy' generated an income of £460,000 this year. These panels provide greatly reduced energy costs to our tenants. This project has reduced CO2 emissions by 3.7 million tonnes since June 2014.

The continuing improvements on our 'recycling' initiative have seen a 6.5% increase in our business waste service and 20 tonnes of glass is being collected and recycled every month.

## 4) Communities

Working with our communities is essential as we focus on how we can stimulate sustained growth in new housing and business to lead to greater economic prosperity. In particular we want to attract skilled people into our area and retain and enhance essential community infrastructure and facilities such as schools, health services, village halls, sports facilities and play areas. By concentrating on these priorities we will help retain our district as a safe and healthy place to live. Through our focus on preventative programmes and activities, we will help ensure that our residents have every opportunity to take responsibility for leading active, healthy and safe lifestyles. An important part of the programme is to improve mental health and wellbeing to enhance the lives of individuals and families. The Suffolk Health and Wellbeing Board together with partners have all been involved in this vital work to get the best possible outcome for adults and young people to make sure they have every opportunity to improve their mental health and wellbeing – the work continues.

Neighbourhood Plans – we have empowered communities to bring forward their Neighbourhood Plans across the district and the first 3 plans have now been adopted with a further 14 in progress.

Grant funding – we have provided over £725,000 in grants to our community groups, comprising £492,184 in revenue and £233,526 in capital funding. These grant payments help our villages to maintain the best possible facilities and activities in our rural settings.

11. **DATE OF NEXT MEETING**  
Wednesday 15<sup>th</sup> November 2017.

The meeting closed at 9.00pm.

**CHAIRMAN**

**DATE**