

THURGARTON PARISH COUNCIL

Minutes from the Parish Council meeting held at 7.30 pm on
Thursday 29th June 2023 in the Village Hall

Present: Councillors; Tina Tsoukatos (TT/Chairman), Denise Bryant (DB), Katie Chan (KC), Roger Foster (RF), Jeremy Ross (JR), David Lewis (DL) and Natalie Robinson (NR).

In Attendance: Lisa-Jayne Campbell (LJ/Clerk), Lynda Ogilvie, Cllr Roger Jackson and twelve members of public.

Year/minute item	All Cllrs signed the Acceptance of Office before the Clerk
030/23	To receive public participation: Speedwatch report – three new members after the village email appeal, the new training session is planned and they have restarted but unfortunately the first one had to be cancelled due to roadworks – TT thanked them for their hard work.
031/23	To receive and accept apologies for absence: All Cllrs present, the Chairman welcomed newly co-opted Councillor Jeremy Ross.
032/23	To note declarations of interest: There were no declarations of interest.
033/23	To accept the Minutes from the previous meeting: The Minutes from the meeting held on 25 th May 2023 were accepted as a true representation of the meeting and signed by the chairman.
034/23	To receive reports from District and County Councillors: The drain that has resulted in the recent roadworks; Highways are going to get three way road management to allow them to divert the water into the new culvert at the cross roads. Lowdham roundabout works is going ahead next summer.
035/23	<p>Planning</p> <p>A. Planning Applications for consideration:</p> <ol style="list-style-type: none"> 1) 23/00875/LBC - Single-storey side extension to dwelling, new garage building, storage building and greenhouse including new gates, fencing and associated works. - Hill Farm House, Priory Road, Thurgarton, NG14 7GT - SUPPORTED 2) 23/00884/HOUSE - Erection of single-storey garage - Holly Cottage, Priory Road, Thurgarton, NG14 7GU – SUPPORTED. 3) 23/00984/HOUSE - Proposed single-storey rear extension - Cedar House, Bleasby Road, Thurgarton, NG14 7FW – SUPPORTED. 4) Willow Tree Cottage – SUPPORTED. <p>B. General update on planning matters including recent and extant applications.</p>
036/23	<p>Finance:</p> <p>a. Payments for authorisation: Payments totalling £4982.80 were authorised.</p> <p>Receipts:</p> <p>b. Balance of Accounts: NatWest Business Current Account balance as of 29th June 2023 is £33,783.51 and the Reserve Account balance is £13,322.23.</p> <p>c. VAT update: Email correspondence commenced with HMRC, relating to the historical</p>

	<p>handling of VAT by Thurgarton Parish Council, on 23rd February 2023. An email reply from HMRC on 20th April 2023 directed TPC to consider the guidance to unregistered public bodies contained within HMRC Notice VATGPB4800. In accordance with the guidance contained in VATGPB4800 and advice received from HMRC, TPC have proposed to HMRC, in an email dated 5th May, that we proceed as follows:</p> <p>We have implemented new procedures and training for councillors to ensure that all VAT handling is conducted fully in accordance with HMRC requirements moving forward. For the historical VAT handling, we acknowledge the guidance contained within VATGPB4800 and therefore understand there will be no further action required from HMRC or TPC.</p> <p>TPC will proceed as detailed above unless HMRC advise TPC that our understanding of VATGPB4800 is incorrect. TPC have requested that any further guidance from HMRC on this matter is provided within the next 3 months so that we can remove any liability from our accounts and close off the matter as soon as possible.</p> <p>The Clerk gave DB a cheque from the Poysner family for a £1000 to the VH Charity. The Clerk explained that she renewed and paid the annual insurance which was due on 1st June.</p>
037/23	STRATEGY ROLES: To receive updates and note any actions required
A	<p>Emergency Measures: TT reported: Flood Mitigation solution for the village progress report – Internal Drainage Board (IDB) still progressing project.</p> <p>NR reported: she has sent out information on the village email requesting updated data, they will do another email and then ask for co-ordinators. The flood defence inventory is half completed. There is still no solution for the Beck monitor graph – ongoing. The base and deputy base have access to the emergency data. The spare defib powerpacks have not yet arrived but they have been ordered and paid for. The missing flood scheme signs have now arrived.</p>
B	<p>Highways:</p> <p>a. Blind spot mirrors: KC sent Cllrs information regarding safety mirrors that need replacing and Highways do not endorse putting them up but they can be put up on private property; if the PC installed these mirrors then the PC would be liable for any accident that was caused by them; they would be insured under public liability. The PC voted in favour of replacing the two present mirrors; KC to action.</p>
C	<p>Communications:</p> <p>Change of Clerk - handover from LJ Campbell to Lynda Ogilvie is in progress and Lynda is present at this meeting as part of this handover. Lynda will formally become Clerk on 1st July. Lynda will not be formally employed by TPC but will invoice for her time as a consultant.</p> <p>Plan to reviewed and renewed Strategy documents including Code of Conduct, Financial regulations, standing Orders etc. with the help of the new Clerk.</p> <p>Web site update to be undertaken.</p>
D	<p>Environment:</p> <p>DB reported: that they have cleared the Beck gutter on Main Street which had clogged up. Grass verges have been cut back; Green Oak will focus on the layby on Beck Street next week.</p> <p>a. Replacement litter bins: there are 7 litter bins scattered throughout the village that need replacing and DB proposed larger and smarter bins at a total cost of £2000 excl. VAT. DB suggested using CIL funds to cover it – the PC voted in favour – DB to action.</p> <p>b. contribution towards maintenance of cemetery: It will initially cost £385 for the first</p>

	<p>tidy up and then £60 per month to keep it maintained – a 50% donation would cost the PC £553 for this next 12 months – all voted in favour.</p> <p>DB reported that the Twelvetrees family donated £250 towards a second defibrillator, or if this is not possible then it will be donated to the Village Hall charity.</p>
E	<p>Village Hall: they have another new member so they have a full committee, finances are good and they have lots of events planned over the next couple of months.</p>
038/23	<p>Projects: (JR) (Mammoth/Playground/survey) Playground update: ongoing Survey: JR will circulate the amended survey to all Cllrs for comment and plans to have it ready for sending out in September.</p>
039/23	<p>To receive update and agree action for the village plan: ongoing.</p>
040/23	<p>To note Correspondence received and subsequent action: Correspondence was received and circulated to Cllrs electronically; there was nothing that required action from the PC.</p>
041/23	<p>To note future Agenda items: replacement defib quotes (NR), Survey (JR), adopting Scribe accounting package.</p>
042/23	<p>Private and Confidential <i>In accordance with Public Bodies (admission to meetings) Act 1960 section 1(2), the Council exclude the public and press from the meeting by reason of the confidential nature of the business to be transacted.</i></p>
043/23	<p>Next meetings: The next Parish Council meeting will be held on 27th July 2023 at 7.30 pm in the Village Hall. There being no further business the Chairman closed the meeting at 21h06.</p>