



To members of Thurlaston Parish Council:

You are hereby summoned to attend the meeting of the Thurlaston Parish Council (meeting No 4/2022/23) to be held at 7:00pm on **Tuesday 28th June 2022**.

Members of the public may make representations according to the Council's Standing Orders within the Parish Council Meeting under item 5 from 7.15pm onwards for a time period of no more than 5 minutes. Members of the public that wish to contribute are requested to let the Parish Clerk know prior to the meeting. This is to ensure that appropriate technical details are made available to them, and that the technology being employed has adequate capability.

Photographing, reporting, recording, filming, or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting, or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting. During remote meetings, if a member of the public wishes to record the meeting, they may do so, if they are present whilst the recording takes place and can be positively identified during the meeting. If any member of the Public cannot be positively identified when asked if they are present, the Chair reserves the right to request termination of the contact with the meeting host.

Signed..... Sylvia Jacques
Clerk to Thurlaston Parish Council

Parish Council Meeting No.4/2022/23 – AGENDA for TUESDAY 28th June, 2022 at 7.00pm in the Village Hall

1. Welcome by the Chair.
2. Declarations of Pecuniary Interests or Non-Pecuniary Interests.
3. Apologies and Acceptance for Absence.
4. Borough and County Council officer's reports and representatives from other organisations.
5. Residents Matters
Correspondence received regarding parking
6. Approval of minutes – meeting held on Monday 9th May 2022.
7. Finance & Clerk (SJ)
 - a. Approval of Annual Governance statement 2021/2022.
 - b. To note I/E transactions to date 2022/23 Spreadsheet to date
 - c. Street Lighting: No change proposed to supplier. This will be reviewed on receipt of the next invoice.
 - d. Cheque payments and signatures – formal proposal to pay invoice
 - e. Approval of the Accounting Statement 2021/2022
 - f. Insurance renewal. Change of supplier. Obtaining Quotes.

8. Planning Subcommittee (KB & JB)

Items for referral to TPC:

- (a) Sustrans update (KB)
- (b) Collaboration with neighbouring parishes. (JB)

Parish planning applications:

- (c) R20/1030 & R21/0152 – to receive an update on the position regarding Thurlaston Meadows applications: (a) bungalow scheme and (b) annex extension. (JB/KB/JO).
- (d) R21/0477 – Erection of No 6 dwellings at Malt House, Thurlaston. No decision. (KB).
- (e) R21/1208 – The Latch – proposed demolition and erection of 2 no dwellings. No decision. (KB)
- (f) R22/0051 – Appleby – new window (approved with conditions). (KB)
- (g) R22/0232 – Toft View – Single storey extension. No decision (KB)
- (h) R22/0375 – Green Gate Field – proposal for a dog exercise area. No decision. (KB/SL)

RBC and WCC planning applications (KB):

- (i) R21/0823 - Zone D - Extended landscaping with bunds and an acoustic fence. TPC representation submitted on 9th Sept 2021. Approved.
- (j) R21/0829 – Provision of Symmetry Park Energy Centre. Approved.
- (k) R21/0790 – Zone D (east) - site layout with warehouse, parking and fencing. No decision. Approved.

9. Village Design Statement (JB)

10. Trees Update (SJ)

Trees on Beech Drive (JO/BC)

Updated Trees Maps (SJ) (Action 2020/024) JO contact with David Gower.

11. Policy and Procedures (KB/SJ)

To note that all approved policies have been published on the TPC website. Exceptions are:

- (a) Code of Conduct Policy.
- (b) Document Retention and Disposal Policy.

12. ICT (KB)

No report.

13. Thurlaston Archives (BC)

14. Future Parish Council changes 2023/2024 (JB)

Consider Planning Sub-Committee.

ICT (website)

Councillors

15. Councillors' reports – for any other items not covered elsewhere on the agenda (All)

16. Items for Future Consideration (All)

17. Actions Review: Updates to actions from the Minutes of Meeting 3/2022-23 held on Monday 9th May 2022 listed below (to confirm current list of open actions):

Ref	Due By	Owner	Action	Progress	Status
2021.026	July 22	SJ/KB	Add risk of the Clerk being unable to carry out her function (and that WALC carries a list of locum Clerks, and that other local clerks could assist)	SJ has received a response from WALC and a list of locum clerks is being compiled. Check for update with WALC.	Open
2021.032	Sep-2022	JB	JB to ensure VDS review is completed and to submit the finalised VDS to Martin Needham at RBC.	Avon's initial review concluded that the approach has too many elements of an NDP. It needs to be reworked to only include design statements. Norman Lines and Colin & Mary Cook will be the resident reviewers, following rework and Avon Planning's re-review.	Open
2021.039	May 22	SJ	Clerk to produce list of main contacts in her work.	Ongoing	Open
2022.001	May-22	SJ/JB	Organise meeting with Cawston TPC	SJ to agree a date with Cawston on a Tuesday afternoon after 5pm. SJ having difficulty with contact. JB will try.	Open
2022.004	Apr-22	SJ	To contact the auditor for date.	Date agreed 17 th June	Open
2022.006	Apr-22	SJ	Contact clerk to Poors Plot for paperwork and dates	Unable to progress	Open
2022.008	May-22	SJ	To organise TPC planting a tree for the Platinum Jubilee celebrations at the time of the Village Tea Party on 5th June. SJ to investigate what tree to purchase and ask WCC where TPC could plant it.	Completed and tree planted in the grounds of the VH.	To close
2022.011	May-22	SJ	Contact BHIB for quote for insurance	On going	Open
2022.012	Jul-22	BC	Village Archives: BC to provide TPC with a one-page proposal for maintaining archives, with some examples.		Open
2022.017	May-22	SJ	Obtain insurance quotes for renewal of TPC's policy	Progressing three quotes	Open
2022.019	July 22	SJ	To find out if BH lane sign can be lowered as it is rather high	Email received from RBC and passed to TPC	Open

2022.020	July 22	SJ	I/E & bank reconciliation statement: to provide to KB for posting on website when available. This will be done prior to the deadline of 1 st July – a short TPC meeting will be needed before then to approve the audited figures.	Date of audit booked	Open
2022.021	July 22	SJ	I/E & Bank reconciliation statement: to arrange a short TPC meeting to approve the accounts prior to deadline of 1 st July.	Not necessary now as TPC meeting has been moved to 28 th June	Open
2022.022	July 22	JB	Village Design Statement: To ask Neil Pearce how much it would cost for them to complete VDS.		Open
2022.023	July 22	SJ	Street Lighting: to enquire if alternative supplier would be less expensive	Awaiting the next invoice, then will review	Open
2022.024	July 22	KB	To ask legal counsel the legal position of the change in categorisation of the Thurlaston settlement from Housing Needs to Rural Village (question from resident attendee 9/5/2022)		Open
2022.025	July 22	KB	To speak with Sustrans contact for an update on the Sustrans/Potsford Dam Link Road progress and their preferred solution.		Open
2022.026	July 22	KB	To speak with Cawston Greenway contact for an update on Sustrans/Potsford Dam Link Road progress.		Open
2022.027	July 22	KB	R21/1208 (The Latch): KB to write to WCC regarding the egress concerns.		Open
2022.028	July 22	JB	To liaise with Mary Cook/VHC on VH future plans.		Open
2022.029	July 22	JO	To submit a revised application for maintaining the trees in Beech Drive.		Open
2022.030	July 22	SJ	To obtain pdf of the recent issue of Thurlaston Chronicle for the TPC website	Obtained and sent through to KB	Open
2022.031	July 22	SJ	To explore solution to area at junction of Church Lane and Main Street.	Contacting Cllr Howard Roberts	Open

The next Parish Council meeting will be on 12th September 2022.