

THURSTON PARISH COUNCIL

Parish Council Office

New Green Centre

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Summons

The Parish Councillors of THURSTON PARISH COUNCIL are summoned to attend a meeting on Wednesday 1st April 2026 commencing at 7.00pm in **THE COMMUNITY LIBRARY, NORTON ROAD, THURSTON, IP31 3SD.**

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. The meeting is held in accessible premises. All agendas, reports, minutes and background papers in relation to this meeting can be viewed on the parish council's website: [Access to all council minutes and agendas for all meetings.](#)

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Recording at meetings

Members of the Council, the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming).

Agenda – amended due to numbering issues

Item	Detail	
1.	Opening of meeting including Opening Statement	7.00
2.	Apologies – a) Council to receive apologies for absence. b) Council to consent to accept apologies received.	7.02
3.	Declarations of interests: a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct for the Agenda under discussion. b) To receive notification of gifts of hospitality exceeding £50. c) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy.	7.05
4.	Minutes of previous meetings: a) To receive and consider the minutes of the following meeting: <i>(all as previously circulated)</i> 4 th March 2026	7.10
5.	PUBLIC FORUM – <i>at the direction of the Chair, matters will either be responded to or deferred for further discussion and/or debate.</i> a) To receive comments from members of the public on the agenda submitted. b) To receive comments from members of the public on matters relating to Thurston.	7.15
6.	REPORTS FOR INFORMATION – to receive the following reports as submitted by: a) County Councillor Penny Otton. b) District Councillors David Bradbury & Harry Richardson.	7.30

Item	Detail	
7.	<p>Police Matters –</p> <p>a) To receive a report from PCSO Matt Brown from Stowmarket Community Policing Team (CPT) on crimes relating to Thurston for the month of March 2026 with crime statistics for February 2026.</p> <p>b) To consider matters for referral to Stowmarket CPT.</p>	7.40
8.	<p>Statutory Business:</p> <p>a) To note the appointment of Proper Officer and Clerk to the Parish Council from 5th May 2026</p> <p>b) To ratify the appointment of Mrs Victoria Waples as the Responsible Financial Officer (s151 Officer) to the Parish Council – amendment to current contract only.</p> <p>c) To ratify the agreement for Mrs Waples to provide assistance and in-house training to the Proper Officer and Clerk to the Parish Council during their probation period.</p> <p>d) To ratify the agreement for Mrs Victoria Waples to provide assistance to the Council in terms of the Neighbourhood Development Plan review and associated planning matters relating to Thurston.</p> <p>e) To receive the revised IT Policy following amendments to email provision (IT Policy)</p> <p>f) In light of a and b above, to note that the Clerk has revised the data audits undertaken to identify personal data held and how it is used and processed lawfully (these include GDPR Data Impact Assessments, Data Protection Risk Register and Risk Assessments of Data held)</p> <p>g) To note details of the Election for Councillors to the Wards in Mid Suffolk (including Thedwastre South). If the election is to be contested the poll will take place on Thursday 7th May 2026 between the hours of 7.00am and 10.00pm.</p> <p>h) BMSDC – Local Government Reorganisation decision: Three Councils for Suffolk</p>	7.45
9.	<p>To receive reports from the following Committee (s):</p> <p>a) Environment and Biodiversity Committee Meeting – draft minutes and report from 25th March 2026.</p> <p>b) Open Spaces and Leisure Committee Meeting – draft minutes and report from 25th March 2026.</p> <p>c) Planning and Infrastructure committee meeting - draft minutes and report from the meeting of 18th March 2026.</p> <p>d) Biodiversity Open Day Working Group - to receive an update from the meeting held on 27th March 2026.</p>	8.00
10.	<p>To receive and consider matters relating to the parish of Thurston:</p> <p>a) To consider the upcoming changes affecting recycling in the area and the impact on the Recycling Centre in Thurston.</p> <p>b) To receive commentary on the grounds maintenance contract and work carried out to date.</p>	8.15
11.	<p>To consider matters relating to Planning:</p> <p>a) Thurston NDP Review – to receive a summary of the draft site assessments with the Professional Advisor and Statutory Consultee discussions.</p> <p>b) To note that there will be a meeting on 15th April 2026 to commence discussions over future sport and leisure facilities in the village of Thurston with interested stakeholders.</p>	8.25

Item	Detail	
	<p>c) DC/26/01037 – Full Planning Application - Redevelopment of Thurston Community College to include demolition of the existing school buildings and construction of a new school building, including sports hall, provision of new playing fields and multi-use games areas, and associated car and cycle parking, access and landscaping. Location: Thurston Community College, Norton Road – full details of the application listed above are available to view online by visiting: Mid Suffolk District Council planning pages</p> <p>d) DC/23/02429 – to receive an update from the Clerk on the Legal Agreements (S106 and S111) to be signed relating to land at Barrells Green, land at Church View Meadow and land to the west of Sandpit Lane (New Green).</p> <p>e) To note NALC’s position on government plans to reduce private management of estate amenities.</p>	
12.	<p>To consider matters relating to Finance:</p> <p>a) To approve the accounts awaiting payment including those coming forth (Paper 1 – 04.03.26)</p> <p>b) To note the accounts paid since the last meeting (Paper 2 – 01.04.26)</p> <p>c) To note receipts allocated since the last meeting (Paper 3 – 01.04.26)</p> <p>d) To receive the bank reconciliation for the period ending 31st March 2026 (Paper 4 – 01.04.26)</p> <p>e) To receive the statement of accounts for the period ending 31st March 2026 (Paper 5 – 01.04.26)</p> <p>f) To note the CIL report for March 2026 including nominal sums for potential CIL expenditure for the coming year and receipts received (Paper 6 – 01.04.26 & Paper 6A - CIL Funds)</p> <p>g) Council to consider the granting of approval to incur the costs (£51.50 for 2026-27) of emptying a dog waste bin by the new kissing gate that is to be installed along Footpath No. 7 by Suffolk County Council.</p> <p>h) To note price amendments to the O2 Business Contract covering the council provided mobile phones. <i>Post agenda being served</i></p> <p>i) To note price amendments to the Aerial Direct Contract covering the office phone and internet.</p>	8.50
13.	<p>Councillor Reports:</p> <p>a) To report village matters of concern to the Clerk.</p> <p>b) To receive items for information only from parish council appointed representatives on outside bodies / groups.</p> <p>c) To receive reports from councillors on meetings and training events attended.</p>	9.10
14.	<p>Clerks Report – to receive and consider information from the Clerk and Deputy Clerk and in particular:</p> <p>a) To receive the reports of items actioned under delegated powers</p> <p>b) To note receipt of appreciation letters for donations received: Lighthouse Women’s Aid; Tiny Toes Toddler Group; CAB, SARS.</p> <p>c) To receive items of correspondence for noting only.</p>	9.15

Item	Detail	
15.	Parish Liaison Meetings - a) To receive the notes from the following parish liaison meetings: <ul style="list-style-type: none"> • Vistry Homes – 6th March 2026 • Bloor Homes – 11th March 2026 b) To confirm the dates of the next parish liaison meetings: <ul style="list-style-type: none"> • BDWH – 17th April 2026 (on site) at 1.00pm • Persimmon Homes – 22nd April 2026 (on site-Showroom) at 10.30am. • Vistry Homes – 1st May 2026 (on site-Showroom) at 9.30am. • Bloor Homes – 10th June 2026 (on site) at 2.00pm. 	9.20
16.	Infrastructure Highway Matters: a) For details of road closures over the coming months visit: Causeway - one network	9.30
17.	To confirm the date of future meetings: all taking place in the Thurston Community Library: a) Planning and Infrastructure Committee – 15 th April 2026 commencing at 7.00pm. b) Annual Parish Meeting – 16 th April 2026 commencing at 7.30pm in the Cavendish Hall. c) Environment and Biodiversity Committee – 29 th April 2026 commencing at 6.00pm d) Open Spaces and Leisure Committee – 29 th April 2026 commencing at 8.00pm e) Annual Council Meeting – 6 th May commencing at 7.00pm.	9.35
18.	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed a) To discuss further the request to site an Inpost Locker in the front car park of the New Green Centre following receipt of commentary from the Crime Out Officer.	9.40
19.	Close of the meeting	9.45
<p>Victoria S Waples Clerk & Proper Officer to the Parish Council 27.03.2026</p>		