

THURSTON PARISH COUNCIL

MINUTES of the COUNCIL MEETING held on Wednesday 5th November 2025 in the Community Library, Norton Road, Thurston.

Present: Cllrs. Dashper (in the Chair), Balaam, Bond, Hamel-Cooke, Marsh, Moy, Rainbow and West.

Also in attendance: County Councillor Otton, District Councillor Richardson, Mrs Waples, Clerk and Mr Ockleton, Project Director, Education Estates Directorate from the Department of Education. There were two members of the public in attendance for item 1 and one member of the public in attendance for Items 1 – 8.

1. To receive a report from Mr Richard Ockelton, in relation to the DfE project for Thurston Community College
 – Mr Ockelton was invited to speak in relation to the rebuild project for Thurston Community College.

A summary of the points covered is shown below:

School rebuilding programme –buildings prioritised according to their condition. RAC building to be replaced in its entirety.

Aim for work to be completed by 2030.

Currently speaking to all local government tiers as well as community groups.

12th January 2026 presentation to show scheme to the wider community which will cover that which is being proposed along with exact locations for the build including ancillary facilities (sports / theatres / halls).

Pre-planning applications have been had – hopeful that issues around elections in May 2026 will not impact the build programme.

Build is to be net zero carbon – aim to have a high level of energy efficiency.

Involvement of Sports England sought e.g. new football pitches.

In discussions with Persimmon over their current build along Ixworth Road as they may have impinged their planning permission and built in the wrong place. Should they challenge the decision to build, the DfE will resort to regularise the position.

Main new school building will be located to the north of the Veritas compounds.

6th form will be brought back from Beyton and will occupy the FAC building.

Any questions relating to Beyton need to be asked to SCC – Pete Munford – who will be able to address them.

Understanding is that the buildings at Beyton will be repurposed for other educational use.

Old building will stay open whilst the new build is undertaken.

FAC building – refurbishment – remodelling for the community library into the building is not necessarily being considered.

Design will be a low three storey building with lifts for disabled persons - access controlled.

The build at three storeys is below requirements for putting in sprinklers. 2 lifts and five sets of stairs will be incorporated.

Three storey low building works well, will also incorporate the school hall and will follow the topography of the land to minimise impact.

Build to 1800 pupils, currently at 1650.

Source of capital funding? Fixed funding from DfE but do need to account for every penny.

Need to ensure that the school is optimising the use of the building. No spare money in the budget. Any extras will need to be externally funded, or compromises made.

Outside of Library footprint – the FAC building will be for the sixth form and the school library only.

All noted that the library is undersized for the community – whatever can be done to facilitate its expansion would be appreciated.

Suffolk Libraries will be offered access to the scope of contractors etc. for any remodelling they might like to undertake.

JR period is for four weeks – expectation is that planning will be achieved. MSDC is the local planning authority. Community access and current community use will be retained and will be accessible under the same remit as exists.

Any new Community User Agreements will be up to the school. It will also depend upon whether they stay in the LA or become a Trust.

Confirmed that the catchment area remains the same.

So approved and signed at the meeting of 3rd December 2025

Regional and pupil growth numbers have been reviewed including trends.

As such the capacity of the school has taken this into account along with the potential for future expansion.

Car park is still to be at the top end of the grounds.

Increased car parking for staff has been included.

Secondary car park for parents to the rear of the caretaker's cottage on Ixworth Road.

Staff and sixth form will park at the front of the college.

800 cycle racks to be installed.

School and SCC will be encouraged to liaise with parents to reduce vehicle movements.

Overall aim is to move traffic issues away from Norton Road.

Meeting expressed concern at the additional traffic that would be using Ixworth Road.

Additional facilities to be located to the front of the site: 2 MUGA pitches, no floodlights.

Additional soakaways to be installed. Rainwater is currently being diverted from the site and will continue to go into soakaways – eight possible new ones on site.

Detailed traffic management plan to be worked up for the duration of the build and current road system will be interrogated.

Desire to start on site in May 2026.

Football pitches – depends on Sports England requirements as to whether it will be 3G pitches or grassed pitches.

Design standards – steel frame building – net zero during normal operating hours.

School have requested that panels to marry up to the school colours.

Waste from buildings will not be recycled although the equipment used will be the latest with the lowest rating. BNG, planning requirement.

Planting will be undertaken along with the installation of a pond for educational use. There will be a commuted sum to the LPA for 30 years for maintenance.

Biodiversity roof will be installed.

Ground source heat pumps and PV panels.

All noted that for hiring outside of school hours, net zero emissions would not be achievable.

Funding agreed, all to come from the DfE but there is no spare money.

Confirmed that the build will not contribute to s106 or s278 works.

Movement from Beyton will be achieved by 2029 at the latest.

The council was asked as to what it would expect to see from the build.

Managed traffic access and parking in controlled use and timings during construction.

Representative design for Thurston – the council has consistently pushed back against three storey buildings.

No urban finish / design.

Community engagement and better use / availability of the facilities.

Engagement with the community to ensure priorities are met.

2. **OPENING OF THE MEETING** – the Chair formally opened the meeting and the Protocol adopted by the Parish Council for reporting at Parish Council Meetings was taken as read. A copy of the Protocol can be downloaded from the website: <https://thurstonparishcouncil.uk/parish-council/policies-procedures-and-strategy/>.
3. **APOLOGIES** –
 - a) Council to receive apologies for absence – verified apologies for absence were received from Cllrs. Allen, Gerrish, Millest, Morris and Smith. **Council consented to accept the apologies submitted, aif.**
 - b) Council noted the submission of apologies from District Cllr. Bradbury, Mrs P Gladwell, Deputy Clerk and PCSO Brown.
4. **DECLARATIONS OF INTERESTS FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £50** –
 - a) To receive declarations of disclosable pecuniary interests; other registerable and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – there were no interests declared for the meeting.
 - b) To receive notification of gifts or hospitality exceeding £50 – there were none submitted.
 - c) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy – there were none to be reported as having been determined.

So approved and signed at the meeting of 3rd December 2025

5. MINUTES OF THE FOLLOWING MEETINGS: *(all as previously circulated):*

- a) To receive and approve the minutes of the following meeting:
 - Meeting of 1st October 2025 – **it was resolved to approve the minutes as previously circulated and to give consent for the Chair to sign the minutes as a true and accurate record of the proceedings that took place outside of the meeting, aif.**

6. REPORTS FOR INFORMATION – the following reports were submitted: all of which can be viewed under Appendix C and D – (separate file).

- Report from County Councillor Penny Otton – the written report was taken as read. The following matters were brought to the meeting's attention:
 - Overhanging vegetation over Ixworth Road sign.
 - Community Grants.
- Report from District Cllr. Harry Richardson – the written report was taken as read. The following matters were brought to the meeting's attention:
 - Call for Sites open until beginning January – leisure and commercial sites can be allocated.
 - Bunbury Arms – new contact
 - Norton Road / Ixworth crossroads – timings – *Clerk agreed to copy in Cllr. Richardson on the email regarding the timing of the s278 for these works.*
 - NR - CIL bid coming to cabinet on 10th November 2025. Cllr. Richardson is supportive but is concerned that there is no further funding strategy for the capital project.
 - Vegetation overgrowing Ixworth Road sign – it is understood that this will be action by SCC Highways at some point in the future.

7. POLICE MATTERS

- a) To receive a report from PCSO Brown, the match funded PCSO from Stowmarket Community Policing Team (CPT) on crimes relating to Thurston – the written report from PCSO 3362 Brown covering the month of October 2025 had previously been circulated to all Councillors. There had been a total of 36 crimes recorded for the month. It was noted that PCSO Brown had been working with officers and members of the public to assist in several investigations obtaining CCTV and evidence to support cases and had worked with social services and housing agencies to combat issues being raised around safeguarding and vulnerable people within the community. He had worked directly with dealing with offenders that have tried to escape from officers when dealing with them and had assisted in detaining offenders. He had been involved in identifying offenders in relation to crimes and providing update to victims.

The meeting was also made aware that PCSO Brown had also received a Local Policing Award in relation to an incident that took place earlier in the year and below is the write up from the award.

“PCSO 3362 Brown given in recognition following the arrest of a wanted male after a police pursuit – PCSO Brown using his Local knowledge and instincts sighted the vehicle after it initially evaded police. PCSO Brown successfully co-ordinated the rapid deployment of resources including Dog units and the eventual arrest of the male who was hiding in bushes next to the A14. The male offender was charged and remanded to prison after being found with a significant number of drugs and other drug offences. PCSO Brown was also acknowledged for his exceptional support of colleagues, intelligences gathering and community work within THURSTON”.

- b) To consider matters for referral to Stowmarket CPT – there were no matters for onward referral. *The following matters were brought to the attention of the meeting as items for information:*
- c) To receive an update on mobile safety camera vans following visits to Thurston in September 2025 – the meeting was advised that during the month of September, the van had once again visited Thurston. A total of four (4) offences were detected by the safety camera vans.
- d) Meeting with the Communities Officer – Anti-Social Behaviour from BMSDC – the Clerk made the meeting aware that she and PCSO Brown had met earlier that day with the Officer from BMSDC to discuss their role and how they would be able to interact with Suffolk Constabulary and the Parish Council in relation to ASB issues. The Clerk has suggested that contact should be made with those running the Detached Youth Work Project to share an understanding of how both might be of benefit to the community. The Clerk confirmed that she had passed on those details to the Officer.

So approved and signed at the meeting of 3rd December 2025

8. PUBLIC FORUM –

- a) To receive matters of concern from members of the public in attendance on the agenda submitted –
 - Clarification was sought as to whether the parish council should put sites in for leisure and recreational use during the BMSDC call for sites. Presumption that sites will be put in for residential use.

Acknowledged that:

- Sites for alternative use is part of the review of the NDP.
- Anyone can make a submission for a site.
- Where it will add weight is if a site is included in the NDP review.

9. STATUTORY BUSINESS – none for consideration.

10. TO RECEIVE REPORTS FROM THE FOLLOWING COMMITTEE(S):

- a) Environment and Biodiversity Committee meeting – to note no meeting had taken place in October
- b) Open Spaces and Leisure Committee Meeting – to note no meeting had taken place in October
- c) Policy and Resources committee meeting – to note no meeting had taken place in October.
- d) Emergency Planning Committee meeting and to note the draft minutes of the meeting of 15th October 2025 – draft minutes have been published on the website. The areas that had previously been identified as problem areas were reviewed and amendments would be made to the information published online. Grit bin location and status were also reviewed.
- e) Planning and Infrastructure Committee meeting and to note the draft minutes of the meeting of 29th October 2025 – draft minutes have been published on the website. The Chair reported that the meeting was combined with discussion on the NDP review objectives, strategies and overall review of current policies.

11. TO CONSIDER MATTERS RELATING TO PLANNING:

- a) Thurston NDP Review – all confirmed receipt of the policy review scoping document and associated actions.
- b) BMSDC – to confirm receipt of the letter setting out the Joint Local Plan Call for Sites 2025 and the Five-Year Housing Land Supply Position Statement – with reference to the discussion held within the public forum, **it was resolved that the parish council should consider putting in the following land into the call for sites for alternative uses such as leisure and recreational use: land to the north and east of the Rugby Club, Robinson Field and land to the east of Mill Lane (above College Park).**
- c) Council to consider its response to MSDC's Five-Year Housing Land Supply Position Statement – it was **resolved that the clerk should query as to why there is such a range of data included in the documents (redundant planning permissions to fully built developments). Clarification should also be sought as to how robust the LPA believed the numbers were.**

The following items were provided as an update:

- d) Streetlights, Ixworth Road – following a request for update on the faulty lights, the Clerk confirmed that these were now fully operational.
- e) School Crossing Point – Pond Field Road – the Clerk confirmed that she had met with the Headteacher who was receptive to the parish council requesting that Pond Field Road be assessed for a school crossing point. The Safer Active Travel Manager at SCC had confirmed that they would be out to assess the area in the second half of this term – weather dependent. They will count the traffic, which will include classification of the vehicle and count the number of pedestrians that would be using the proposed crossing. The count will be conducted both morning and afternoon so that they can see the numbers at their “best”. In terms of funding, if the need for a patrol is justified the county council fund the post.
- f) Thurston Church of England Primary School – SCC/0020/25MS – the meeting noted that the Planning Officer was still waiting several pieces of information from the applicant to address consultee comments made during the first round of consultation. Once submitted, all consultees will be re-consulted on the application and a formal letter listing all the additional information which has been submitted will be issued and all would have 21 days to respond. It was confirmed that once the re-consultation begins, a meeting would be had with the parish council to address the concerns raised during the initial consultation. This meeting will provide an opportunity to clarify any changes made to the proposal with the applicant (or their representative) and to raise any outstanding concerns. They also stated that a member of the County Highways team would attend to address any specific concerns regarding highway safety.

So approved and signed at the meeting of 3rd December 2025

12. TO CONSIDER MATTERS RELATING TO THE COMMUNITY OF THURSTON:

- a) Network Rail – Thurston Rail Station Improvements – to receive an update on this matter from the Professional Lead – Key Sites and Infrastructure – the meeting was informed that following receipt of the consultation package for a CIL Bid (M24-22) for the Thurston Station Level Crossing ES3 Phase (which includes the project proposal from Network Rail), the Clerk, Chair and Councillor West had attended a meeting on 8th October to discuss the information submitted as the potential District CIL Bid was over £50,000. Generally, those who attended the meeting were concerned at the escalation of costs and yet there was no moving forward to the delivery of any project to address the issues of the unsafe crossing. The Clerk confirmed that she had fed back to the District the council's concerns relating to financial accountability, the reliance on "desktop reviews and recommendations", risks to the completion of the design works due to potential "unknowns", inclusion of NR management and costing personnel costs given the sub-contraction of the design works, lack of inclusion of a south side entrance, lack of up to date commentary from SCC Highways over the use of the pedestrian footpath under the bridge given recent s278 works and lack of detailed distinct target dates with reporting for all major elements of the project.
- b) CIL Bid M24-22 Thurston Station Level Crossing ES3 Phase which includes the project proposal from Network Rail – to receive an update on the bid as submitted – it was noted that the original CIL bid had risen to £525,193 as MSDC Councillors had requested that the study include a south side access as Highways resistance to this had lessened given the footway improvements under the bridge. However, they remained concern at the pulses of pedestrians under the bridge. This had then been further reviewed by Network Rail and had now decreased to £517,496 (this includes the £1,500 required for the Road Safety Audit as required by SCC Highways). This will mean a monetary change to the recommendation of approval on the CIL Bid scheduled for the Cabinet Meeting on 11th November.
- c) Meeting with Peter Prinsley, MP to discuss the Thurston Rail Crossing – to note the meeting scheduled for Thursday 16th October 2025 at 3.00pm at the Railway Station was deferred. It was confirmed that a new date had now been set for 21st November with invites extended to and accepted by the Chair and Clerk of Thurston Parish Council alongside the County and District Councillors and relevant officers from MSDC. In essence the meeting would seek to enlist overall support from the MP for the final funding strategy as well as ensuring that Network Rail commit to the barrow crossing replacement in the long-term.

13. TO CONSIDER MATTERS RELATING TO FINANCE:

- a) To approve the accounts awaiting payment including those coming forth (*Paper 1 – 05.11.25*) - the items awaiting payment were verified and explanations given where appropriate. **All agreed to approve those items as submitted under Paper 1 and as detailed at Appendix B, for payment, aif.**
- b) To note the accounts paid since the last meeting (*Paper 2 – 01.10.25*) - **the meeting retrospectively approved those payments that had been made away from the meeting as detailed under Paper 2 as seen at Appendix B, aif.**
- c) To note receipts allocated since the last meeting (*Paper 3 – 05.11.25*) - Council noted the receipt of monies received as identified at Appendix B. Council noted receipt of the CIL monies in the sum of £493,779.
- d) To receive the bank reconciliation for the period ending 31st October 2025 (*Paper 4 – 05.11.25*) - all noted the confirmed bank balances of £940,727.71 across all accounts held in the name of the Parish Council at the end of September 2025. The statement of accounts had been reviewed by Cllr. Rainbow following the submission of the Clerk's workings for the month of September 2025.
In light of the bank balances held by the council, the risk level associated with the level of reserves now held by the council has risen from low to high given that the current insurance policy provides guarantees with insurance cover for a maximum sum of £500k. Council noted that the Clerk had sought a cost from the current insurers to increase the level of Fidelity Guarantee to £1million. It was confirmed that the increased attracted a nil increase in premium for the current year of increase but at renewal (1st October 2026) this would attract an increase in premium of around £20 plus IPT if the level of guarantee was to remain at £1million.
The meeting was also informed that the Clerk, in accordance with Financial Regulation 6.1 would be seeking to open further bank accounts with recognised banking institutions. At this stage, it was anticipated that enquiries would be made with Hampshire Trust Bank (fellow clerk's recommendation).
- e) To receive the statement of accounts for the period ending 31st October 2025 (*Paper 5 – 05.11.25*) - the meeting received the statement of accounts for the period ending 31st October 2025 in the sum of £940,873

So approved and signed at the meeting of 3rd December 2025

noting Current Reserves stood at £106,308; Contingency Reserves stood at £19,557 and Earmarked Reserves stood at £814,863.

- f) To note the CIL report for October 2025 including nominal sums for potential CIL expenditure for the coming year and receipts received (*Paper 6 – 05.11.25*) – Council noted the paper submitted showed receipts for the year at £691,330 with expenditure in the sum of £32,778 incurred to date. Committed expenditure was noted as £75,738. The meeting was reminded of the potential CIL monies due to be paid over to the council in April 2026 currently stood at £244,775 (05.11.2025).
- g) To receive the budget to actual report for the period ending 30th September 2025 (*Paper 7 – 05.11.25*) and to consider the recommendations contained within the narrative report (*Paper 8 – 05.11.25*) – all noted that spending was £114,638 against a six-monthly budget of £117,862, representing a variance of £3,224 (underspend) or -3%. An explanation for the surplus income received to date was further noted by the meeting. It was concluded that the budget was overperforming for this period and that there were no concerns that the council should be aware of at this time. It was **resolved that council would agreed to the following actions: transfer of £7,004 from CIL Reserve 2023-24 to offset CIL expenditure incurred for the period July to the end of September 2025; transfer of £2,283 from CIL Reserve 2023-24 to offset Villager Ranger costs incurred from July to the end of September 2025 and transfer of £2,908 from CIL Reserves 2023-24 to offset Allotment Funded Works incurred from July to the end of September 2025.**
- h) To consider the grant requests as submitted to the end of October 2025 – (*Paper 9 – 05.11.25 and background papers*) – following review of the papers submitted, **council resolved to award a £500 grant each to the Friends of Thurston Library and Mid Suffolk Citizens Advice Bureau.**

14. COUNCILLOR REPORTS:

- a) To report village matters of concern to the Clerk.
 - Meadow Brown Way broken trees – noted that this needed to be passed onto the Management Company for Thurston Park.
 - 2 extra streetlights on Barton Road between the Village Shop and Heath Road – Cllr. Balaam shared with the clerk his proposals for the additional lighting.
 - Hedgerow – at the end of Ixworth Road opposite the Rugby Club entrance – overgrown
 - Car parked outside of the post office – Reg. No. to be obtained and passed to the Clerk.
 - Heath Road – dead end sign near the entrance to the play area – rusted post.
 - Vegetation around Fishwick Corner – impact on sightlines looking up Mount Road in the direction of Bury St Edmunds.
 - BDWH – lack of cleansing on the main highway.
- b) To receive items for information only from parish council appointed representatives on outside bodies/groups:
 - New Green – further grants from MSDC for toilet works; decoration works almost complete; smoking around the main entrance was raised and any move was resisted; Christmas tree event has been organised, and the Chair will attend and open the event; fire alarms tested 2nd October 2025. Reinstatement of fire exit signs and places to congregate - work in progress.
 - Library – concerns over the rebuild of the new school and impact on the library. Chair to erect the Christmas tree by 12th December. Fund raising events between now and Christmas were shared.
 - Community Voice Meeting – 18th November 2025. Request for any insight regarding the new build.
- c) To receive reports from councillors on meetings attended and training events attended –
 - Cllr. Bond attended Emergency Response Centre training for Respite and Safety Centres. Looked at whole process for setting up the building as a response centre. Also included coverage that might be required for neighbouring villages.

15. CLERK'S REPORT – to receive and consider information from the Clerk and Deputy Clerk and in particular:

- a) To receive the reports of items actioned under delegated powers:
 - The Clerk confirmed that she had completed the Quarterly Vacancy Survey.
 - Old Norton Road – meeting with SCC Highways Officer had indicated that the cleansing schedule needed to be reviewed. Agreement was for twice yearly visits.
 - Crossing on Barton Road by Grange Park in the proximity of Mill Lane junction – the Clerk confirmed that she had met with SCC Highways Officers to review this matter prior to requesting a feasibility study. With

So approved and signed at the meeting of 3rd December 2025

reference to the Safety and Speed team, concerns were raised over the limited available space on the opposite side of the road to the Grange Park development - both the Mill Lane junction and the driveway of the property (that is planned for development), and it was doubtful that there would be sufficient space to install a controlled crossing point here. It was stated that they would not allow a crossing on the Great Barton side of the Mill Lane junction as it currently stands, as there is no footway available for this to connect to. Whilst there was no reason as to why the PC could not fund a feasibility study, with little chance of success, it would be questioned as to whether this would be a good use of public funds. The alternative suggestion was to perhaps wait until the plans for further development at this point of the village were established as any new development would likely require new footway construction as part of the planning permission. The advice given was to wait until the plans for any new development was established and then to run the study as this would give the best overall chance of being successful.

- Refurbishment of the Pavilion – the Clerk spoke of the further delays that had been encountered with this project. A snagging meeting had been held on site on 29th October 2025, with the list being produced the next day by the architect. 5 (five) days were given to complete the works identified. As of that morning, this timescale had not been complied with. Whilst the pavilion was able to be rented out, practical completion was still not envisaged until the end of that week. This now made the overrun a full month. It was re-confirmed that there was a section in the contract for liquidated damages for the non-completion of the works and this would be discussed further once the works had been completed.
 - Website – the conversion from thurstonparishcouncil.uk emails to thurstonparishcouncil.gov.uk email addresses was still to be actioned by the website host. All noted that the Clerk was working on the website to review matters and ensure compliance with the Website Accessibility Regulations WCAG2.AA.
- b) To receive items of correspondence for noting only –
- BMSDC – Notice of Community Governance Review – to note that MSDC has commenced a Community Governance Review in all parts of the district. The purpose of the review is to enable councils and residents to consider what changes are needed to parish arrangements for effective future governance. Initial requests may be submitted between Monday 27 October 2025 and Friday 7 November 2025.

16. TO CONFIRM THE DATES OF PARISH LIAISON MEETINGS:

- a) To confirm the dates of the next parish liaison meetings:
- Vistry Homes – 14th November 2025 (on site) at 9.30am.
 - Bloor Homes – 17th December 2025 (on site) at 2.00pm.
 - Persimmon Homes – 21st January 2026 (on site) at 10.30am.
 - BDWH – to be confirmed – late November / December 2025.

17. INFRASTRUCTURE MATTERS:

- a) For details of road closures over the coming months visit: [Causeway - one network](#)

18. TO CONFIRM THE DATE OF FUTURE MEETINGS: all to take place in Thurston Community Library –

- a) Open Spaces and Leisure Committee Meeting – 19th November 2025 commencing at 6.00pm in the Community Library, Norton Road (note date change)
- b) Environment and Biodiversity Committee Meeting – 19th November 2025 commencing at 7.30pm in the Community Library, Norton Road (note date change)
- c) Policy and Resources Committee Meeting – 26th November 2025 commencing at 6.00pm in the Community Library, Norton Road (note date change)
- d) Planning and Infrastructure Committee Meeting – 26th November 2025 commencing at 7.30pm in the Community Library, Norton Road (note date change)
- e) Full Council Meeting – 3rd December 2025 – commencing at 7.00pm in the Community Library, Norton Road.

19. CLOSURE OF THE MEETING – there being no other business the meeting was closed at 8.58pm.

Appendix A - Glossary of Common Abbreviations used

Aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
ASB	Anti-social Behaviour
BACS	Bankers Automated Clearing Services
BUAB	Built Up Area Boundary
BMSDC	Babergh & Mid Suffolk District Councils
CC	Credit Card
CAS	Community Action Suffolk
CCG	Clinical Commissioning Group
CEO	Chief Executive Officer
Chq.	Cheque
Cllr.	Councillor
CMP	Construction Management Programme
CPT	Community Policing Team
Cttee.	Committee
DC	District Council
DCLG	Department of Communities and Local Government
DD	Direct Debit
FOI	Freedom of Information
FR	Financial Regulations
GA	Greater Anglia
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
HRA	Habitats Regulations Assessment
LGBCE	Local Government Boundary Commission for England
LGA	Local Government Association
LGR	Local Government Reorganisation
LHB	Locality Highways Budget
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NEAP	Neighbourhood Equipped Area for Play
NHS	National Health Service
NDP	Neighbourhood Development Plan
NP	Neighbourhood Plan
NR	Network Rail
PC	Parish Council
PCSO	Police Community Support Officer
Pdf	Portable Document Format
PIIP	Parish Infrastructure Investment Plan
PROW	Public Rights of Way
RAAC	Reinforced Autoclaved Aerated Concrete
RFO	Responsible Financial Officer
SARS	Suffolk Accident Rescue Service
SEA	Strategic Environmental Assessment
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
SDR	Sensor Data Record
SID	Speed Indicator Device
SLA	Service Level Agreement
SO	Standing Order
SPS	Suffolk Preservation Society
TCC	Thurston Community College
TOR	Terms of Reference
TPO	Tree Preservation Order
TPS	Thurston Primary School
TRO	Traffic Regulation Order
VAS	Vehicle Activated Sign
VCSE	Voluntary, community and social enterprise organisations

So approved and signed at the meeting of 3rd December 2025

Appendix B - Accounts submitted for payment**Accounts approved for payment 5th November 2025**

	Voucher	METHOD	NETT	VAT	TOTAL
SHO Cleaning & Maintenance - Office cleaning	2658	Bacs	108.00	0.00	108.00
L Greener - Expenses	2659	Bacs	6.75	0.00	6.75
Gipping press - November Newsletter	2660	Bacs	1353.00	0.00	1353.00
C Wright - Expenses	2661	Bacs	105.46	18.74	124.20
New Green Community Trust - Recycling credits received from MSDC	2662	Bacs	963.12	0.00	963.12
Countryside Conservation & Tree Services - Hedges around Heath Road play area	2663	Bacs	375.00	75.00	450.00
Countryside Conservation & Tree Services - Wildlife Area hedgerow trimming	2664	Bacs	500.00	100.00	600.00
Suffolk Wildlife Trust - Annual Membership	2665	Bacs	38.00	0.00	38.00
SALC - Training – Asset Transfer – Clerk & Deputy Clerk	2666	Bacs	70.00	14.00	84.00
Rees Pryer - RIBA Workstage 5 – Pavilion refurbishment project	2667	Bacs	1100.00	220.00	1320.00
TOP - Grounds Maintenance – July, Aug, Sept & October	2668	Bacs	3438.00	687.60	4125.60
Suffolk Police & Crime Commissioner - PCSO – SLA Agreement – 01.10.25-31.03.26	2669	Bacs	27760.00	0.00	27760.00
New Green Community Trust - Hire Main Hall & Bowden Room – 18 July 2026 – Event	2670	Bacs	94.00	0.00	94.00
Online Playgrounds - Repairs to play equipment – Heath Road	2671	Bacs	76.00	15.20	91.20
TRIN - Heath Road play area rental	2672	Bacs	55.00	0.00	55.00

Accounts paid since 1st October 2025

	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (October 25)	2631	SO	480.36	0.00	480.36
O2 – Mobile Phone – September/October 25 (Clerk's Phone)	2632	DD	11.20	2.20	13.20
BT – Pavilion Broadband September/October 25	2633	DD	40.95	8.19	49.14
Aerial Direct – Office broadband and phones August 25	2634	DD	84.69	16.94	101.63
O2 – Editor's/Deputy's/ Ranger Mobile Phone – Sept/Oct	2635	DD	33.00	6.60	39.60
Rawlins Paints – graffiti remover	2636	DC	46.89	9.37	56.26
HSDonline – baby changing unit and toilet roll holders	2637	DC	216.73	43.32	260.05
RBL Poppy Appeal – 4 No. wreaths	2638	DC	80.83	16.17	97.00
Sackers – September Refuse collection	2639	DD	167.53	33.51	201.04
Eurooffice – stationery	2640	DC	148.98	29.80	178.78
Adobe Systems Software – Acrobat Pro DC	2641	CC	16.64	3.33	19.97
Amazon – Magnets for noticeboards	2642	CC	9.99	2.00	11.99
Eurooffice – paper and notebooks	2643	CC	85.89	17.18	103.07
National Allotment Society - subscription	2644	CC	85.00	0.00	85.00
Amazon – drawing paper roll	2645	CC	9.16	1.83	10.99
Clarkes of Walsham – allotment materials	2646	CC	412.54	82.51	495.05
Amazon – Mini fridge for office	2647	CC	27.16	5.43	32.59
Amazon – Kettle for office	2648	CC	22.50	4.50	27.00
Garden Oasis – works for War Memorial	2649	DC	161.48	32.30	193.78
Salaries – October 2025	2650 – 2656	Bacs	10327.77	0.00	10327.77
Eurooffice – stationery	2657	DC	53.03	9.03	62.06

Items paid following authorisation at meeting of 1st October 2025

SHO Cleaning and Maintenance – Office September	2622	Bacs	96.00	0.00	96.00
Suffolk County Council – hire of White Room, Library	2623	Bacs	13.50	0.00	13.50
MSDC – Annual play inspection 2025	2624	Bacs	319.00	58.00	377.00
P Gladwell – expenses	2625	Bacs	21.19	4.29	25.48
C Wright – village maintenance expenses	2626	Bacs	22.77	3.93	26.70
Suffolk County Council – donation Thurston Library	2627	Bacs	2700.00	0.00	2700.00
Staffing – verified hours	2628	Bacs	18.10	0.00	18.10

So approved and signed at the meeting of 3rd December 2025

Suffolk.cloud – configuration of website and domain name	2629	Bacs	150.00	0.00	150.00
Gipping Press – October newsletter	2630	Bacs	1497.00	0.00	1497.00
Zurich Municipal - Annul insurance premium	2594	Bacs	2225.18	0.00	2225.18

Receipts received since 1st October 2025

	METHOD	NETT	VAT	TOTAL
Lloyds Bank – October Interest	Interest	104.96	0.00	104.96
Redwood Bank – October Interest	Interest	272.85	0.00	272.85
Newsletter adverts – renewals	BACS	607.00	0.00	607.00
Lloyds Bank – cashback on credit card	Cashback	3.85	0.00	3.85
MSDC – CIL Payment October 2025	BACS	493,779.20	0.00	493,779.20
MSDC – Recycling Credit – February – July 2025	BACS	963.12	0.00	963.12
Suffolk Wildlife Trust – refund of course	Credit Card	20.00	0.00	20.00
Ashtons Lega LLP – repayment of funds on account	BACS	43.80	0.00	43.80
1 st Thurston Scouts – Remembrance Wreath	BACS	28.50	0.00	28.50
HMRC – VAT Quarter 2	BACS	2858.12	0.00	2858.12

Inter Account Transfers carried out

Date of Transfer	Means	From Account	To Account	Amount Transferred	Reason for transfer
24.10.25	TRF	4092	1721	£50,000.00	CIL funds to Interest Account
27.10.25	TRF	4092	1721	£50,000.00	CIL funds to Interest Account
29.10.25	TRF	4092	1721	£50,000.00	CIL funds to Interest Account

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