

## THURSTON PARISH COUNCIL

MINUTES of the PLANNING AND INFRASTRUCTURE COMMITTEE meeting held on Wednesday 24<sup>th</sup> September 2025 in the Community Library, Norton Road, Thurston which commenced at 6.00pm.

**Present:** Cllrs. Dashper (in the Chair) along with Cllrs. Marsh, Morris, Rainbow, Smith and West. Also in attendance: Mrs Andrea Long (Compass Point Planning and Rural Consultants), Mrs Waples, Clerk and Mrs Gladwell, Deputy Clerk. There were no members of the public in attendance.

1. **OPENING** – the Chair opened the meeting advising all that the Protocol adopted by the Parish Council for reporting at Parish Council Meetings, would be taken as read. A copy of the Protocol can be downloaded from the website: <https://thurstonparishcouncil.uk/parish-council/policies-procedures-and-strategy/>.
2. **APOLOGIES** –
  - a) Council to receive apologies for absence – verified apologies for absence were received from Cllrs. Balaam and Millett. **Council consented to accept the apology submitted, aif.**
3. **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 declarations of lobbying for items on the agenda – there were no declarations of lobbying for items on the agenda.
  - c) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy – there were none to be reported.
4. **THURSTON NEIGHBOURHOOD DEVELOPMENT PLAN** Review workshop with Andrea Long from Compass Point Planning and Rural Consultants.  
 The following matters were covered during the workshop:
  - Type of review:
    - High level review of existing policies to determine the scope of the review – identifying minor modifications, major modifications, deletions and any new policies.
    - Identification of any evidence-based updates or new studies / information that may be required.
    - Above to feed into the scoping document to be produced to summarise the scope of the review.
  - Why review the Plan?
    - Recap as to what a NDP is and what it is not - use and development of land and buildings.
    - Changes since the last plan – NPPF 2024; Local Plan Part 1 2023; Environment Act 2021; Design Codes; new government; new housing figures; new Joint Local Plan (due to commence).
  - Plan Period – agreed that it would be better to align with the timeline for the new adopted local plan – preference is to 2044.
  - What is a policy – requirements of a policy and how they can be planned in.
  - Why review – changes in community; doubled in population and those in the community were not part of the original process; touchstone for engaging with the community.
  - Effectiveness of the current plan
    - Secured some wins – sheltered housing; protection of local green spaces and new green spaces; community control.
    - Plan has suffered some negatives: spatial policies; implementation of policies; design, struggled to influence this from the outset; cumulative impact of development and no correlation between the developments.
  - Current policies – need to be locally specific.
    - All existing policies were reviewed to determine whether they should be retained; modified; discarded or brought in.
    - New policies to be added – BNG / net zero; infrastructure; commercial space.
    - Potential sites to be considered: brownfield sites for other reasons (TRIN land at Heath Road and Rugby Club land at Ixworth Road). Ecological corridors / green routes.
    - Climate change / net zero; important views; heritage – non designated heritage assets e.g. Weighing Station on Station Hill, Methodist Church; Cavendish Hall.

So approved and signed at the meeting of 29<sup>th</sup> October 2025

- Stages of the production of the NDP review.
  1. Process – scoping review.
  2. Developing an evidence base (evidence – Ethos Play Strategy; Village and Open Space Survey; new census data; biodiversity audit; household survey – specialised to tease out issues); design code.
  3. Drafting the neighbourhood plan.
  4. Submission.
  5. Examination, referendum, adoption.
- Next meeting
  - Review of the vision and objectives.
  - Consideration of basis for further work – household survey; design code drafting and draft policy ideas.

## 5. MINUTES OF THE FOLLOWING MEETINGS -

- a) Minutes of the meeting of 20<sup>th</sup> August 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. PUBLIC FORUM –

- a) To receive matters of concern from members of the public in attendance on the agenda submitted – there were no members of the public present, and no matters had been submitted for the attention of the council.

## 7. PLANNING APPLICATIONS TO BE CONSIDERED BY THE PARISH COUNCIL AS RECEIVED FROM THE LOCAL PLANNING AUTHORITY –

- a) DC/25/04126. Proposal: Application for Works to Tree subject to Tree Preservation Order MS85/T1 – Common Oak (T1) - Reduce overall crown by up to three metres round the sides and one metre on the top, lift the crown by up to 6 metres all round but 7m over Heath Road. Location: 6 Maltings Garth – the meeting **resolved to accept the concept of tree maintenance but would like to ensure that the Arboricultural Officer is content with the extent of the work to be carried out.**

## 8. TO RECEIVE COMMENTARY ON THE FOLLOWING PLANNING APPLICATIONS:

- a) DC/23/02429 - Hybrid Planning Application – as per the resolution taken at the meeting of 27<sup>th</sup> August 2025 to grant full planning permission for the erection of 3 no. dwellings with garaging and open space provision on adjacent site and outline planning permission (access points to be determined. (Appearance, layout, landscaping and scale to be reserved) for the erection of up to 7 no. dwellings with associated garaging with open space provision on adjacent site. Location: Land at Norton Road and land at Barrells Road – the clerk provided the meeting with a verbal update in which it was confirmed that the legal teams were in communication regarding the s106 and s111. However, the formal list of conditions was still awaited and given the impact that would be had on the non-developable land adjacent to the developable land, clarity was being sought as to whether the parish council should be part of the s106 or whether the obligations could be part of the transfer documents. The footway/cycleway link Barrells Road to Church Road was one such anomaly as the obligation would pass through the development and undeveloped land as would the provision of a pedestrian link from Norton Road to Pakenham Road. Further matters that would require consideration were easements for the installation and maintenance of the noise attenuation units and potentially SuDS areas. It was confirmed that the right to pass and repass the track along the right of way to the right of Bridge Cottage, Barrells Road would also form part of the transfer of the land at Barrells Green. Once there was clarity on the timescales for transfer, Officers would commence discussions with the planning department as to whether the demolition of Apple Tree Cottage would require full planning application or prior-approval consent, along with the reasoning as to why the farm access point on Pakenham Road for the land at Church View could not be as maintenance access only given its current use.

## 9. PLANNING MATTERS DETERMINED: TO RECEIVE DETAILS OF APPLICATIONS DETERMINING BY THE LOCAL PLANNING AUTHORITY –

- a) DC/25/02731. Planning permission for the erection of single storey detached building for hot food takeaway (Sui generis). Location: Car Park, Station Hill.
- b) DC/25/03574 - Discharge of Conditions for DC/24/04451 - Condition 28 (Headwall Details). Location: Land to the east of Ixworth Road.

So approved and signed at the meeting of 29<sup>th</sup> October 2025

- c) DC/25/02623 - Discharge of Conditions for 4942/16 - Condition 29 (Site investigation and Post Investigation). Location: Land at Meadow Lane.
- d) DC/25/03467 – Permission for works to trees protected by Tree Preservation Order MS85/T8- Oak (T1), whole crown reduction by 1.5 to 2.0 m. Tree branches overhang garden of the property, encroaching on the house and neighbouring gardens. Work to allow sufficient clearance to property. Location: 29 Heather Close.
- e) DC/25/03286 - Discharge of Conditions for DC/20/01716 - Condition 13 (Play Area), 14 (Play area Management Plan), 18 (Trees adjacent to Play Area) and 19 (Open Space Trees). Location: Land on the north side of Norton Road.
- f) DC/25/02578 - Discharge of Conditions for DC/19/02090 - Condition 16 (Construction Environmental Management Plan). Location: Land to the east of Ixworth Road.
- g) DC/25/02658 - Discharge of Conditions for DC/24/02330 - Condition 35 (BNG Condition). Location: Land to the west of Ixworth Road.
- h) DC/25/02973 - Discharge of Conditions for DC/24/04451 - Condition 25 (PROW Surface Works). Location: Land to the east of Ixworth Road.

**10. OTHER MATTERS TO BE DRAWN TO THE ATTENTION OF THE MEETING:**

- a) To note that Suffolk County Council has updated its [“Developers Guide to Infrastructure Contributions in Suffolk”](#) – the meeting noted that updated guide including the details relating to the developer contributions that would be sought towards SCC service areas: archaeology; care and supported housing; education (including early years and transport); fire and rescue; flood and water; travel plans; public transport; libraries; PROW; s106 monitoring; strategic transport mitigation and waste infrastructure.
- b) Norton Road – footpath by Matthews Homes – flagged SCC Highways.

**11. TO CONFIRM THE DATE OF NEXT COMMITTEE MEETING: to take place in Thurston Community Library –**

- a) Planning and Infrastructure Meeting – 29<sup>th</sup> October 2025 (amended from that on the agenda) commencing at 6.00pm in the Community Library, Norton Road.

**12. CLOSURE OF THE MEETING –** there being no other business the meeting was closed at 8.12pm.

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## 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
Cil	Community Infrastructure Levy
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
LHB	Locality Highways Budget
LPA	Local Planning Authority
MSDC	Mid Suffolk District Council
NEAP	Neighbourhood Equipped Area for Play
NCIL	Neighbourhood Community Infrastructure Levy
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

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