THURSTON PARISH COUNCIL – PLANNING AND INFRASTRUCTURE COMMITTEE

Minutes

Minutes of the Planning and Infrastructure Committee Meeting held on Wednesday 23 September 2026 in Thurston Library, Norton Road, Thurston, commencing at 7.30pm.

Present: Cllrs Balaam, Dashper (Chair), Rainbow, Morris and West

Also in attendance: Mrs Border, Clerk; Mrs Paula Gladwell; Deputy Clerk, Mr Richard Fawcett; member of the Neighbourhood Development Review Team; Andrea Long from Compass Point Planning and Rural Consultants.

There were ten members of the public present.

1. OPENING OF THE MEETING

The Chair formally opened the meeting at 7.30pm, 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 for recording at meetings can be downloaded from the website:

2. APOLOGIES

a) Members received verified apologies from Cllrs Allen, Marsh and Millest
b) Council resolved to accept the apologies submitted

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 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

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

a) To receive and approve the minutes of the Planning and Infrastructure Committee Meeting of Wednesday 19 August 2026

The minutes of the meeting held on 19 August 2026 were approved as a true and accurate record and the Chair was authorised to sign the minutes accordingly.

5. THURSTON NEIGHBOURHOOD DEVELOPMENT PLAN REVIEW

a) To receive and review the draft vision and objectives

RESOLVED that a small working group comprising Cllrs Balaam, Dashper, Marsh and West, together with Mr Fawcett, meet prior to the next meeting to review and refine the Vision Statements and Objectives, ensuring they reflect the aspirations of the parish to 2044.

SIGNED BY THE CHAIR AS AN ACCURATE RECORDING OF THE MEETING Date 21 October 2026

ACTION Clerk to arrange a meeting of the working group prior to the next Committee meeting.

b) To receive an update on the site assessments for each site along with the responses from statutory consultees and
c) To receive commentary on the above

Members noted that responses from all statutory consultees had been received in respect of the site assessments. No further action was currently required. Further consideration of leisure use sites would take place once the District Council had shared the outcomes of its Call for Sites process.

d) To receive an update on the character site assessments as carried out by Parish Councillors and Officers

Members noted that most of the supporting material, including maps, photographs and descriptive text, had been completed and that work was progressing satisfactorily.

It was agreed that the existing assessments would be consolidated into a single draft document and updated to reflect more recent areas of development within the village. The section relating to Hakewell Mews would be reviewed to ensure the document remained current.

Members discussed the importance of recognising environmental features, including trees, hedgerows and landscaping, within future development proposals. Consideration was also given to the need to balance housing growth with the provision of appropriate infrastructure and community facilities.

RESOLVED that the Character Site Assessments be consolidated into a single draft document for consideration by the committee at a future meeting.

ACTION Andrea to speak with the Design Code consultant to produce the document.

e) To consider the next stages of the plan review

The Committee considered progress on the Neighbourhood Plan review, including work on the Vision, policy development, site assessments and supporting evidence. Members noted that a public drop-in event would be arranged at a later stage to seek residents' views on the emerging proposals.

Members recognised the importance of managing community expectations throughout the process and noted the remaining stages of plan preparation, consultation, submission, examination and referendum. The Committee also noted recent changes to national planning guidance and the need for the revised plan to reflect local circumstances, including climate change, design and infrastructure considerations.

ACTION Clerk to share draft Housing Needs Survey questions with Andrea for review

ACTION Clerk to include an item on the October Planning & Infrastructure Committee agenda to review existing Local Green Spaces and heritage assets against the relevant criteria

f) To receive correspondence from Ben Wragge Charity

The Committee received and noted correspondence from the Ben Wragge Charity regarding the future provision of a skatepark within the parish. At the invitation of the Chair, representatives of the Charity addressed the Committee in support of the correspondence and highlighted the importance of retaining aspirations for wheeled sports facilities within the Neighbourhood Plan review.

The Chair confirmed that there was no reason at this stage to remove aspirations relating to a skatepark or wheeled sports facilities from the updated Neighbourhood Plan and noted that the matter would be considered through the evidence-gathering and consultation process.

Members noted the presence of informal BMX ramps within the village, which may indicate an ongoing demand for wheeled sports facilities. The Committee further noted that future consultation and stakeholder engagement would help inform the assessment of leisure and recreation needs within the parish.

The Chair thanked representatives of the Ben Wragge Charity for attending the meeting.

6. PUBLIC FORUM

At the direction of the Chair, matters will either be responded to or deferred for further discussion and/or debate.

a) To receive comments from members of the public on the agenda as written

No matters were raised.

7. PLANNING APPLICATIONS TO BE CONSIDERED BY THE COUNCIL RECEIVED FROM MID SUFFOLK DISTRICT COUNCIL

Planning applications to be considered by the Council received from Mid Suffolk District Council: full details of the applications listed below are available on the Mid Suffolk District Council Planning Applications Portal.

a) DC/26/03266 Householder Application for erection of a single storey rear extension. Location: 52 Heather Close

RESOLVED to support the application as submitted, on the basis that it would not have a detrimental impact on neighbouring properties or the wider village setting. Powers delegated to the Clerk to submit the Council's response to the Local Planning Authority.

8. PLANNING APPLICATIONS DETERMINED: TO RECEIVE DETAILS FROM THE CLERK OF APPLICATIONS DETERMINED BY THE LOCAL PLANNING AUTHORITY

The Council received and noted the following determination made by the local planning authorities:

a) DC/26/03230 Discharge of Conditions Application for DC/25/05170 Conditions 3 (Rooflights) and 6 (Wildlife Lighting). Location: Nether Hall, Church Hill
b) DC/26/03612 Discharge of Conditions Application for DC/19/02090 Condition 23 (Site Investigation and Post Excavation Assessment). Location: Land to the East of Ixworth Road

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c) DC/24/04451 Discharge of Conditions Application for Condition 21 (Estate Roads and Footpaths). Location: Land to the East of Ixworth Road
d) DC/25/01674 Advertisement Consent Granted for the retention of displayed advertisements comprising 2 x monolith signs and 15 x flagpoles. Location: Land South West of Beyton Road
e) DC/26/03411 Consent granted for works to trees subject to Tree Preservation Order MS85/T4: 1 x Oak (T1) to thin crown by 20% and reduce lower lateral branches by 3 metres. Location: 23 Heather Close
f) DC/26/03713 Discharge of Conditions Application for DC/26/01037 - Condition 23 (Written Report on Results of Archaeological Evaluation). Location: Thurston Community College

9. DATE OF NEXT COMMITTEE MEETING

The next Planning & Infrastructure Committee is confirmed as Wednesday 21 October 2026, Thurston Community Library, 7pm

CLOSURE OF THE MEETING

a) There being no other business the meeting was closed at 8.10pm

Appendix A - Glossary of common abbreviations used

Abbreviation	Meaning
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	His 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