

Present: Cllrs G Norris, P Johns, J Moffat, S Rose, B Burridge, R Balaam & Suzy Woodward

1. **Apologies for absence** Apologies were received from Cllr G Norris

2. **Members Declarations of Interest and Dispensations:**

2.1 To receive declarations of interest from Councillors on items on the agenda.

2.2 To receive written requests for dispensations for disclosable pecuniary interests.

2.3 To grant dispensations as appropriate under Section 33 of the Localism Act.

3. **Minutes** The minutes of the Monday 9th May 2022 Annual Parish Council meeting were agreed and approved as a correct record.

4. **Report from RAF Honington:** Sqn Ldr M Fixter

To include invitation to attend Annual Formal Reception.

Unfortunately no members of the Parish Council are able to attend this event. The Chair was contacted by the Troston Chair about potentially sharing the cost of replacing the speed activated signs at RAF Honington. RAF Honington have since confirmed that they would be responsible for there replacement and therefore will be funding them.

5. **Meeting open for questions from the public**

It is politely requested that this session does not exceed 15 minutes in total.

There was a lengthy discussion about the potential development of the old piggery site. The developer had arranged two drop in sessions to discuss an option to develop the site. 30 questionnaires were completed with 24 responses supporting the principle of replacing the piggery with housing, 3 were against the proposal and 3 respondents supported a smaller development. There were mixed responses from the Councillors about the development not least surrounding the potential need to change the category that the village is being recommended to sit in. It is being recommended, by West Suffolk Council, that Troston moves from a type A village, which would potentially support a development of around 20 new houses, to a type B Village which would only support a small size development of up to 5 new houses. The justification, from West Suffolk Council, for this change is that 'Troston settlement is designated as a type B village in the settlement hierarchy and has only a limited range of services and facilities' and that 'The shop and post office are located at RAF Honington with a lack of safe pedestrian and cycle access' It was agreed that further information, about how development could be achieved whilst ensuring that certain condition were met, i.e. a pedestrian link to the services at RAF Honington and the potential provision of a community building on the slaughter house site. To this end our District Councillor, Simon Brown, will have a discussion with the West Suffolk Council planning department, to explore options as to how future development could be met whilst ensuring a benefit for the village. Once Cllr Brown has an opportunity to discuss the Parish Councils concerns with the planners another, public Parish Council, meeting will be held to agree the submission the Parish Council will make regarding this tranche of the West Suffolk Local Plan consultation.

A resident in the village has approached the Chair to raise concerns about a neighbour accessing a permissive path on their property, with a vehicle without permission, to cut their hedge. Although the Parish Council appreciates their concerns, they felt that as this was a private matter, it would not be appropriate for the Parish Council to get involved. The Clerk will write to the resident to inform them of this.

Action Clerk

6. Report from County Councillor: R Hopfensperger.

A grant of £75, towards the cost of litter picking equipment and of £1497.50 towards the purchase of a new VAS has been received from Cllr Hopfensperger. The Councillors thanked Cllr Hopfensperger for this. Once the other, fifty percent grant, has been received from West Suffolk, the Clerk will place an order for both items. The works to address the flooding issue at Paddock Way was discussed. Cllr Hopfensperger will send a report once the work, that has been taking place, is received. See also under item 10.4. Cllr Hopfensperger suggested that, as our request for an extension of the 30mph limit by the playing field has been turned down, that we should look at alternative measures. The Clerk will ensure this is included as an agenda item for the next meeting. Cllr Hopfensperger provided a full report from Suffolk County Council. A copy of this was circulated to the Councillors and is available on request. **Action Clerk**

7. Report from B. Councillor: S. Brown

Cllr Brown will chase up his requests for funding for the litter picking equipment and VAS. Cllr Brown provided the following report.

Rural Housing Week 4 July to 8 July 2022

This week is national Rural Housing Week, and West Suffolk Council is highlighting the importance of its work supporting our rural communities. New and affordable housing plays a role in sustaining our rural communities and supporting important rural services such as village halls, shops and pubs and transport.

The council is working on a new local plan for West Suffolk Council, which will provide an opportunity for us to consider the best place for new housing growth, to meet needs established by the Government. If you haven't already, you can comment on the "preferred options" consultation before 26 July at [West Suffolk Local Plan Review](#)

West Suffolk Council is keen to work with parish councils and communities to investigate housing need. If you are interested in discussing how the council can support the delivery of neighbourhood plans, rural affordable housing or exception schemes in your area, please contact housing.development@westsuffolk.gov.uk

For more see our [Rural Housing webpage at www.westsuffolk.gov.uk/housing/rural-housing.cfm](http://www.westsuffolk.gov.uk/housing/rural-housing.cfm)

Grass Cutting

This year West Suffolk Council has divided the district into three areas, and we aim to cut approximately one third of the amenity grass in each area, each week. You can find information on this webpage www.westsuffolk.gov.uk/grasscutting which we will continue to update.

In addition to the amenity grass areas, that are on a three-week cutting cycle, there are other areas that are cut less frequently to encourage greater biodiversity. The various types of land we maintain can also be found by using [My West Suffolk](#) which provides a mapped image of the different areas under the Tree and Grounds Maintenance tab.

Census 2021 – first results released

On 28 June 2022, the Office for National Statistics (ONS) released the first local authority-level results from Census 2021, that took place in March 2021. These will be very useful to us as we develop future plans and strategies around growth and infrastructure provision. At this stage, the results only cover population, age and gender. Other results on a wider range of topics will be published over the coming months and we will update when we have more information.

ONS have produced a short summary of West Suffolk's results, comparing 2011 and 2021.

[How the population changed in West Suffolk, Census 2021 - ONS](#)

8. Finance.

8.1 The following accounts were approved or noted

lock for gate	Peter Johns	£51.11	Payment
Admin	Various	£644.51	Payment
Councillor training	SALC	£374.40	Payment
Grass cutting	Tramar	£990.00	Payment
Salary	Vicki Gay	£384.39	Payment
newsletter	Kallkwik	£127.20	Payment
Permissive path posts etc	Great Livermere Parish Council	£53.69	Payment
WiFi	BT	£35.99	Payment
WiFi	BT	£35.99	Payment
litter pick equipment	West Suffolk	£75.00	Receipt
VAS contribution	SCC locality	£1,497.50	Receipt

8.2 Bank reconciliation and accounts update.

The Clerk provided the Councillors with a statement of accounts, budget report and a bank reconciliation for information.

8.3 To discuss current banking arrangements

The Clerk has organized some paperwork for signing. This removes redundant signatories, adds new signatories and alters the mandate to a two signature authorization. **Action Clerk**

9 Play Area to include:

9.1 Update on the use of the Playing Field car park for crepe stall.

The Clerk has written to the owner of the Crepe van to ask if they wish to carry on using the playing field car park to site their van. He has responded to request a slot on Saturdays from 12.00 to 16.00. This was deemed to be acceptable and it was further agreed to extend the rent free period for the next six months and re-assess the arrangement after then. The Clerk will contact the owner to let him know this. **Action Clerk**

9.2 Request for memorial bench on the playing field.

A request for permission to have a commemorative bench installed in memory of the late Michael Cowdell has been received. Money has been raised by Troston bowls club to pay for the bench. The family would like the bench to be installed in the corner of the playing field by the children's playing area and zip wire. The Parish Council welcomed this addition and would be happy to pay for the ongoing maintenance once it has been installed. The Councillors would need to approve the type of bench and confirm its position. A site meeting to this end will be organised. **Action Clerk**

9.3 To note issue with the Pear Tree Close gate and to note addition of new lock.

Cllr Johns has purchased and installed a new padlock and chain for the gate from Pear Tree close on to the playing field. The gate has dropped on one side. The Clerk has already reported this to Tramar and will chase the matter up. **Action Clerk**

9.4 New trees on playing field, to confirm arrangements for watering.

The Clerk has been trying to confirm if Tramar will be watering the new trees on the playing field. In the meantime Cllr Balaam has volunteered to water them. There are concerns that some of the trees will need replacing. The clerk will contact Sicon about this. **Action Cllr Balaam/Clerk**

It was agreed to meet on the playing field to discuss the wildlife area. We will try to combine this meeting with the meeting to discuss the location of the memorial bench, see above. **Action Clerk**

The Clerk will prepare a new play area inspection rota. Due to time constraints this will not include Cllr Woodward. **Action Clerk**

10. Village Maintenance/matters

10.1 To further discuss dates for first aid training.

The clerk is struggling to arrange a date for the first aid training. She will continue to pursue this. **Action Clerk**

10.2 Update on litter picking equipment purchase and grants received .

A grant for half the cost of the litter picking equipment has been received from Cllr Hopfensperger. We are still waiting for the grant from West Suffolk Councillor, Simon Brown. Once this has been received the Clerk will purchase the equipment. This will be stored in the village Hall. **Action Clerk**

10.3 Update on the purchase of an additional VAS for the village grants received.

A grant for half the cost of a new VAS has been received from Cllr Hopfensperger. We are still waiting for the grant from West Suffolk Councillor, Simon Brown. Once this has been received the Clerk will purchase the device and then liaise with Cllr Johns regarding its installation. **Action Clerk**

10.4 Update on flooding concerns, Paddock Way.

Cllr Hopfensperger has provided the following update on the flooding issue at Paddock Way SCC have revisited the information they hold on this location and the history of the flooding and the customers more recent correspondences. Now that they have the combi unit available for minor works, they can submit a brief for CCTV, root cutting and high-pressure jetting at this location as a first stage to alleviate the flooding relatively quickly in the short term. It may be that as roots had entered the system before (in 2016/17), that they have grown back in again. There are many sites already on the new minor works programme so scheduling this in may take some time, so they don't yet have exact dates for when the work will take place, however, most commissions are completed in 3 to 6 months. This work, as well as helping clear any blockages to help alleviate the flooding will provide valuable information on the precise direction and type of pipes and their condition and/or outfalls for any further works. They can then assess the resident's idea of the elbow in the pipe that joins the ditch along the edge of the street and the potential of raising the kerb heights amongst other options and decide the best option for the longer term. See also under item 6.

10.5 Village Hall update, to include discussion about WiFi arrangements.

At present the VH Broadband is paid for by the PC and we have been asked to look at taking on this cost. After some discussion it was decided that because of the outgoings for running the hall exceeded its income at present it was felt we could not take on the extra costs. It was agreed that the Village Hall would keep the Wifi as they felt it was an important asset for the Hall.

FINANCIAL REPORT.

Income for last 2 months = £170, being Pilates £60, £40 beekeepers, £50 from Sewing Group and £20 Troston Farms. (But excludes Coffee Morning Income) This does not cover expenditure for the 2 months of £426.53, comprising £112 to Bob for maintenance, £106.86 to West Suffolk Council for bins (this is an annual expense), £23.34 quarterly water and £141.75 cleaning. Eon took a direct debit of £28.86 in panic upon us closing the HSBC bank account but this should be refunded as we are still more than £200 in credit. Bank charges were £13.72 but these will stop with our new Lloyds bank account. Without the COVID grant of £2667 earlier this year our income for the year to date would only be £450, compared with expenditure of £1854.38. £1,123.70 of this is annual bills, which will not reoccur again in 2022 but we are still making a running loss excluding the grant. However, thanks to these we have £26,271.47 in our Current Account at 24 June 2022.

BOOKINGS REPORT.

“Over the past year there has been a slow but steady increase in the use of the VH. Twice monthly coffee mornings have been running all year, with a marked increase in the numbers attending, including some new comers to Troston. The combined elements of the lively social atmosphere and Brenda’s baking have made it an eagerly attended event. Pilates classes began in September with 2 classes but quickly reduced to one class of 11 keen members, several being new comers to Troston. Dance classes, run by Peter and Jackie Fairweather, have also used the VH for several 6-week blocks of classes. Occasional hirers have returned since the lifting of Covid restrictions. There have been a wide variety of gatherings: birthday’s, meetings, parties, a baby shower and some wakes. Whilst there is little hope of bookings revenue meeting our outgoings, the village community greatly benefits from this asset”

MAINTENANCE REPORT.

- New white lines had been painted in the cark.
- The base for the new oil tank was in, it will need screening and a new lock fitting.
- The emergency door in the hall had been checked and will need adjusting to make it easier to open.
- Salt for the softener and loo rolls had been purchased by the cleaner.
- The exterior doors are in need of painting – any names to BH to follow up.
- New “Drinking Water” sign needed in the kitchen.
- Metal windows repairs is on-going.

ELECTION OF OFFICIALS.

As there were no new people wanting to join the committee, the present committee were happy to continue as they are and officials were happy to continue their rolls.
(as detailed above)

HEALTH AND SATETY.

- Some bits were still in progress.
- Risk Assessments done; checklist ongoing.

FUTURE PLANS AND PROJECTS.

- Complete move of the oil tank and get it screened.
- Get external door painted.

11. To review and update, Village Welcome letter.

Cllr Johns will circulated the current welcome letter and asked for any suggestions to update it.

Action Cllr Johns

12. Lottery

To discuss the future of the village lottery.

It is understood Cllr Norris has this matter in hand.

Action Cllr Norris

13. Planning

13.1 To discuss results of consultation, by Evolution Town Planning, for Lower Farm Piggery. See under item 6.

13.2 To discuss and agree response to West Suffolk Councils Local Plan Consultation.

Prior to the meeting the Clerk provided the Councillors with some information relating to the criteria for type A and B villages. See under item 6.

13.3 To note request for information re utility installation plans for Hammer Lane development. Cllr Norris contacted West Suffolk about the development on the site of Glebe Lodge on Hammers Lane, Troston are concerned about requests from Anglia Water and UK Power to close and dig up the Lane to lay pipes and cables. It was unclear if a response was received from West Suffolk.

13.4 DC/22/0808/HH a. canopy on front elevations b. raise roof to create first floor accommodation. Fleetwood, Livermere Road, Troston. **No Objection.**

14. Councillors reports and items for future agendas.

14.1 Update on Councillor training.

It was noted that Cllrs Rose and Woodward are booked on the next six sessions of Councillor training with SALC.

Action Cllrs Rose and Woodward

It was reported that some construction had been undertaken at Troston Woods. Cllr Balaam will dismantle the structure.

Action Cllr Balaam

The Laurel hedge between the pub and the new development, at Skids Garage, needs cutting. Also the weeds on the playing field need spraying. The Clerk will ask Tramar to cut back the hedge and address the weeds. The Clerk has been experiencing problems contacting Tramar but will continue to try and make contact.

Action Clerk

The hedge, past Fleetwood, as you leave the village towards Gt Livermere is growing out into the road. The Clerk will report this to Suffolk County Council.

Action Clerk

The Clerk will prepare an up to date Councillor contact list for circulation for Councillor use.

Action Clerk

15. Correspondence for information

15.1 Statement of Licensing Policy – Consultation. Circulated.

15.2 West Suffolk, UK Shared Prosperity Fund consultation. Circulated.

The Clerk circulated information about the about consultation but did not receive any response so was unable to make a representation from the Parish Council.

16. Date for next meeting 7.00pm 5th September 2022.

17. To consider the exclusion of the public and press in the public interest for consideration of the following items:

17.1 Personnel Issues. None.

17.2 Legal Issues. None.