

NEWTON PARISH COUNCIL

Minutes of meeting held on 8th July 2020 via Videoconference

Present: Councillors Paul Presland (Chairman), Russell Bower, Rita Schwenk, Laura Smith and Philip Taylor.

Attending: James Finch (Suffolk County Councillor), Lee Parker (Babergh District Council), Dave Crimmin (Clerk) and 4 residents.

20/185 Apologies for Absence

Cllr Sue Vince (unwell) gave her apologies.

20/186 Declaration of Interests and Requests for Dispensation

No interests were declared and no requests for dispensation had been received.

20/187 Minutes of Meeting held on 10th June 2020

The minutes of the meeting were approved by the councillors who resolved that the minutes should be digitally signed by the Chairman as a correct record.

20/188 Public Forum

All the residents present raised their concerns on the speed of traffic travelling on the A134 through the village. They all felt that the only solution would be average speed cameras being located at each end of Newton's 30mph zone. Cllr Presland outlined the solutions that NPC had implemented over the years to what has always been an issue for residents in the village; by requesting Police Speed Enforcement officers to attend the village, operating a Speedwatch scheme, requesting the speed camera to be deployed in the layby and now having purchased a Speed Indicator Device to rotate between two positions at either end of the 30mph zone. Currently, there are no other powers that the Highways Authority will delegate to a parish council.

James Finch outlined that SCC had initiated a project, which has been delayed due to COVID-19, to see if a pilot scheme to install average speed cameras in villages, could be trialled in Suffolk. He also said that he had put forward Newton as a village in which the scheme could operate, but at this stage no decision on this had been made. Cllr Presland confirmed that NPC is incredibly supportive for Newton to be one of the locations for the pilot. James also updated councillors on COVID-19 monitoring by SCC, Schools returning in September, Fostering and Adoption services and the solar panel initiative by SCC. He was asked a question on whether the solar panel scheme would be open to village halls and for his support in a school admission issue that a resident is experiencing.

Lee Parker updated councillors on the Business Grant scheme, Babergh's Carbon Neutral policy and the CIFCO business plan.

20/189 Emails circulated

Following a review of the emails circulated by the Clerk since the last meeting, there were no further actions requested of the Clerk.

20/190 Clerk's Report (Appendix A)

Following a review of the Clerk's Report, the councillors noted their satisfaction with the work undertaken by Sudbury's Community Wardens to clear the 30mph signs of hedge growth on the entry to the village from Colchester.

Signed _____

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20/191 Finance

- a. All cheques signed and due for signing, as itemised in the RFO Report (Appendix B), were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.
- b. Cllr Presland will take the mandate change form to Barclays to update the bank signatories. He will also get the correspondent details for NPC's bank accounts changed to the Clerk.

20/192 Planning

- a. The councillors reviewed **Planning Application DC/20/02323 Land At Airey Close** - Application under Section 73 of The Town and Country Planning Act for DC/19/03383 for variation of Conditions 2 (Approved Plans and Documents) and 5 (Provision of Parking) and resolved that they had no objections.
- b. The councillors reviewed **Planning Application DC/20/02439 Saracens Cottage, The Green** - Demolition of existing dwelling, amendments to boundary line and erection of replacement dwelling and resolved to object to the application on the following grounds.

Within Newton's emerging Neighbourhood Plan (Pre-Submission stage) Policy NEWT 3: Character and Design of Development Section 2 states:

"The design and layout of development must recognise key features of the landscape, built character and heritage and seek to reflect these through:

- a. the use of good quality materials that complement the existing palette of materials used within the area; and
- b. the scale and mass of buildings being in keeping with those that surround them."

The councillors feel that this application, for a site adjoining the Green, fails this test on the following grounds:

- The proposed dwelling is out of keeping with the setting and the adjoining buildings in terms of design, scale and mass
- The increased ridge height of the proposed dwelling (approximately 8 metres compared to the existing dwelling's approximate height of 5.5 metres) of 45% at this location is not acceptable.

The councillors do not accept the incomplete Environmental Report produced for the application.

- c. No further planning application had been received since the agenda was posted.
- d. The councillors reviewed the status of previous applications and appeals (Appendix C).

20/193 Neighbourhood Plan

Cllr Presland updated councillors that the draft NP was now being modified for the Pre-Submission stage of the NP process, which NPC will have to approve at its next meeting. The Pre-Submission stage is the last opportunity for NPC to consult with the community, neighbouring parishes, local businesses and statutory stakeholders on its plans before the formal submission of the NP to Babergh District Council. The councillors noted that a grant had been received, which will cover the costs of the planning consultant to work on the forthcoming stages. The project plan for the remaining stages was reviewed by councillors.

Signed _____

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20/194 Speed Indicator Device

Cllr Bower updated councillors that the SID had now been delivered to NPC but was still awaiting SCC to upgrade the posts in two locations before it can be deployed. As the SID records the speed of all traffic movements, NPC expect that this data will be used in highlighting the speeding issues that the A134 presents to Newton residents.

20/195 Recreation Ground

- a. The councillors reviewed the tender specifications for the three phases of the recreation ground refurbishment and resolved that these should be used when the tenders are placed on the Government's Contract Finder database on the 10th July 2020. With all tender responses due to be received by the 3rd August 2020, the working group will make their recommendations to councillors at the extra NPC meeting on the 12th August 2020. Cllrs Presland and Bower will be available to show suppliers round the site during the period 13th to 24th July 2020. Cllr Taylor will be managing the clearance of the existing play equipment and ensuring that the vehicular access to the recreation ground is suitable for access by lorries.
- b. The councillors reviewed the tender evaluation criteria document and asked that Cost and Quality be emphasised in the criteria on an equal basis with Full Detailed Design.
- c. The councillors reviewed the project plan for the refurbishment and had no issues.

20/196 Plan of NPC tasks

The councillors reviewed the plan of tasks that are needed to be undertaken over the coming months and agreed that an extra NPC meeting would be held on the 12th August 2020.

20/197 NPC Assets

Cllr Bower presented the results of the review undertaken of the council assets and the councillors resolved the following:

- The bus shelter by Links View to be replaced
- The round park bench by Saracens Pond to be removed
- Sid Scammel to be engaged to maintain other assets identified as requiring attention.

20/198 Standing Orders and Financial Regulations

The councillors reviewed the changes proposed by the Clerk to the Standing Orders and Financial Regulations and resolved that both documents be adopted by NPC.

20/199 CIL Policy and Privacy Policy

Due to the shortage of time, it was agreed to defer this item until the September meeting.

20/200 Newton Green Trust & Village Hall

Cllr Taylor reported that the Trust's project to replace the bridge was underway. Cllr Schwenk said that she would update the Village Hall Committee now that village halls can reopen. Cllr Presland is to arrange a meeting with the Village Hall chairman to discuss future developments in the village.

20/201 Questions to the Chair

There were no issues raised.

20/202 Next Meeting

An extra NPC meeting will be held on Wednesday 12th August 2020, starting at 7.30 pm.

The meeting closed at 9.50 pm.

Signed _____

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NEWTON PARISH COUNCILMinutes of meeting held on 8th July 2020 via Videoconference**Appendix A Clerk's Report**

Minute	Action	Complete ✓
20/161	Sid Scammel is having issue with resourcing Perspex sheets for notice board.	
20/168	Village Hall defibrillator now padlocked. Ambulance Service will release code to 999 caller.	✓
20/170	Minutes sent to Newsletter and updated on website.	✓
20/176	AGAR and associate papers sent to PKF Littlejohn for External Audit.	✓
20/176 f	Payments made to suppliers, individuals and organisations.	✓
20/176 f	Flowers sent to Locum Clerk.	✓
20/177	Planning response sent to Babergh.	✓
20/179	Agreement to operate SID scheme exchanged with SCC Highways.	✓
20/180	Wrote to Babergh to accept grants for the Recreation Ground refurbishment.	✓
	Delegated Power	✓
20/183	Used when engaging Community Wardens to clear growth around 30mph signs on entry from Colchester. Cost: £44.29 + VAT	✓
	Clerk Hours	
	Up until 28th June 2020 - 127 hours worked / 135 hours paid.	

Appendix B RFO Report**Receipts & Payments**

Date	Details	Cheque	Power	Receipts	Payments
04/05/20	Repayment of SALC Subscription 2019 / 2020			251.49	0.00
17/06/20	NP Grant			4,505.00	0.00
08/07/20	CHT - Padlock	101245	Localism Act 2011 ss 1 to 8	0.00	55.00
08/07/20	ElanCity - Solar Speed Sign	101246	Localism Act 2011 ss 1 to 8	0.00	2,624.58

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	29/05/20	£100.00				
Premium Accounts	29/05/20	£55,676.05	£49,275.90	£8,714.05	£4,729.78	£2,515.88
Tracker Account	29/05/20	£11,160.42	£11,160.42	£0.00	£0.00	£0.00
		£66,936.47	£60,436.32	£8,714.05	£4,729.78	

* the difference of £2,515.88 relates to 3 uncashed cheques from 2019 / 2020.

Signed _____

Date _____

Parish Council adopted the General Power of Competence on the 13th May 2020

NEWTON PARISH COUNCILMinutes of meeting held on 8th July 2020 via Videoconference**Budget v's Actual**

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£52,445.88				
Income			Expenditure			
Precept	£10,258.00	£5,129.00	Clerks Salary		£11,556.40	£4,515.94
Grants	£0.00	£4,505.00	Admin		£1,900.00	£139.82
Recycling	£400.00	£504.06	Grants		£800.00	£200.00
CIL / Other	£5,000.00	£6,626.43	Annual Subscriptions		£602.00	£260.87
Bank Interest	£25.00	£0.00	Footpath Maintenance		£300.00	£0.00
VAT Repayment	£0.00	£0.00	Insurance		£320.00	£0.00
			Inspection		£380.00	£180.00
			Maintenance		£2,000.00	£68.00
			Projects		£1,400.00	£2,187.15
			CIL / Other	£24,448.12	£4,000.00	£0.00
			Village Hall		£165.00	£0.00
			VAT Paid		£0.00	£1,031.74
			Contingency		£500.00	£0.00
			NNP	£5,505.00	£0.00	£190.53
Total	£15,683.00	£16,764.49	Total	£29,953.12	£23,923.40	£8,774.05
			Assets Carried Forward			£60,436.32
Total		£69,210.37	Total			£69,210.37

Appendix C Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/18/00190	Site Adjacent Red House Farm - Erection of 9 No. Dwellings.		Support	Permission 18/06/2020
DC/20/00655	1 Tudor Cottages, Sudbury Road - Listed Building Consent - Replacement of fenestration on ground and first floor. Removal/replacement of side ground floor kitchen window to facilitate works to change to stable door.			LBC 15/06/2020
DC/20/01484	Brook Farm, Sudbury Road - Erection of 2no. single storey dwellings with garages (Alternative scheme to that approved under DC/17/05831).	20/163a	Object	
DC/20/02208	Adjoining Parish - Old Joe's Driving Range, Joes Road, Great Cornard - Erection of dwelling for site manager.	20/177a	Support	

End of Appendices

Signed _____

Date _____

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