

NEWTON PARISH COUNCIL

Minutes of meeting held on 14th October 2020 via Videoconference

Present: Councillors Paul Presland (Chairman), Russel Bower, Rita Schwenk, Laura Smith and Sue Vince.

Attending: Lee Parker (Babergh District Council), James Finch (Suffolk County Councillor), Hannah Powell (Perrywood), Tristan Bourne (Perrywood) and Dave Crimmin (Clerk).

20/243 Apologies for Absence

Cllr Taylor (work commitments) sent his apologies.

20/244 Declaration of Interests and Requests for Dispensation

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

20/245 Minutes of Meeting held on 9th September 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.

20/246 Public Forum

Councillors reviewed James Finch's previously submitted report and he updated councillors on COVID-19 support for businesses and help line, SCC's decision not to support the Sizewell C planning application and charging point scheme for villages. Lee Parker updated councillors on Babergh's support payment for people self isolating due to COVID-19 if they meet criteria, Babergh's 6.74 year housing supply, Babergh's opposition to the Government's White Paper on Planning, Public Realm being brought in-house, the progress of the Sudbury Masterplan and the Bures appeal. Councillors agreed that the Clerk apply for Lee Parker's Locality Budget grant in support of the new bus shelter required by Links View.

Hannah Powell and Tristan Bourne updated councillors on the Perrywood planning application (Item 20/250a) and answered a number of questions on the proposals. The councillors thanked them for their attendance and hoped that Perrywood would be able to work with NPC on community initiatives in the future.

20/247 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.

20/248 Clerk's Report

Following a review of the Clerk's report (Appendix A), there were no further actions requested of the Clerk.

20/249 Finance

- a. The councillors reviewed the External Audit report from PKF Littlejohn, which stated *Section 1, Assertion 4 has been incorrectly completed. This was answered "Yes". however the Annual Internal Audit Report indicates that proper provision was not made during 2019 by answering "No" to Assertion L. The explanation provided indicates that the Public Rights notice was not published on the website, therefore Assertion 4 should have been answered "No".* The councillors resolved to accept and approve the report..
- b. 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.

Signed _____

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- c. The councillors resolved to donate £100 towards the Royal British Legion's Poppy Appeal.
- d. Cllr Presland has sent the documentation for Cllr Bower and himself to be added to the authorised account signatories for NPC's bank accounts at Barclays. He has also requested that the correspondent for the bank accounts be changed from himself to the Clerk.

20/250 Planning

- a. The councillors reviewed **Planning Application DC/20/03810 Perrywood Garden Centre, Newton Road** - Erection of a new garden centre building (Use Class A1) including restaurant, enclosed and open canopies and outdoor sales area. Erection of a glasshouse and store. Partial demolition of and erection of an extension to the existing garden centre building (to be used for Use Classes A1 and B1). Erection of a replacement potting shed. External alterations of the existing barn. Erection of electricity sub-stations and an electricity distribution building. Provision of landscaping, car parking areas, wildlife area and outdoor events space and resolved to support the application.
- b. The councillors reviewed **Planning Application DC/20/03914 Marks Meadow, Rectory Road** - Application for approval of reserved matters following outline approval DC/20/00859 (Outline Planning Application (Access to be considered all other matters reserved) - Erection of 3no. dwellings with garages and creation of new access) - Phased development details for Landscaping, Design and Scale for Plot 1 only and resolved to support the application.
- c. The councillors reviewed **Planning Application DC/20/03968 Valley Farm, Valley Road** - Application for Listed Building Consent - Alteration to existing vehicular access and demolition of front wall, installation of hard surfaced driveways, patio areas and boundary treatments as detailed in the Design and Access Statement and accompanying plans and resolved to support the application.
- d. The councillors reviewed **Planning Application DC/20/04179 Hills Barn, Sudbury Road** - Erection of a single-storey detached cartlodge and resolved to support the application.
- e. The councillors reviewed **Planning Application DC/20/04199 Buckledee Cottage, Assington Road** - Erection of single storey rear conservatory extension and resolved to support the application.
- f. No further planning application had been received since the agenda was posted requiring a response before the next meeting.
- g. Hastoe updated NPC that they have now signed an agreement with Orwell regarding the development off Alston Close and now expects to purchase the land very shortly.
- h. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C).

20/251 Neighbourhood Plan

The Regulation 14 consultation on Newton's draft Neighbourhood Plan closed on the 12th October at 5pm with nine Statutory Stakeholder responses and 4 resident responses Two further responses had been received after the deadline but will be included in the consultation. NPC, the Steering Group and the consultant will now review the issues raised, develop a response to each and agree if the draft NP requires modification.

20/252 Recreation Ground

Cllr Presland updated councillors on the installation of the MUGA which commenced on the 6th October and the planned pre-installation meeting with All Play Solutions regarding the Play Equipment and the Forever Fit Equipment on the 27th October which will agree the final positions of the equipment. Both Trust and NPC members will attend the meeting. The councillors were happy with the proposed positions of earth bunds outlined by Cllr Presland.

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20/253 Speed Sign

NPC are awaiting feedback from SCC Highways on the installation of posts for the SID. James Finch is chasing this on NPC's behalf.

20/254 SCC Boundary Review

Cllr Smith will prepare a draft response for the councillors review ahead of the close of the SCC Boundaries consultation on the 23rd November 2020.

20/255 Risk Management

The councillors reviewed the proposed changes to the Risk Management Register for the inclusion of the assessment of risks related to GDPR, and resolved its adoption.

20/256 Assets

The councillors resolved to ask the Trust to consider paying for a replacement commemorative oak tree marking the parish council service of John Taylor, which has died. Three residents have volunteered to undertake jobs on behalf of the parish. Carol Langley will undertake the repainting of the Village Sign, Tim Boyes will install a new road sign for the church and Doug Turner will remove the broken circular bench on the Green.

20/257 Christmas Tree

Cllr Presland will contact the Christmas tree supplier and order a tree for installation around the 1st December 2020.

20/258 Village Hall and Trust updates

There has not been either a Trust or Village Hall meeting since the last NPC meeting. The Village Hall has agreed that NPC can engage an electrical contractor to review if a supply for the Recreation Ground can be installed from the Village Hall.

20/259 Questions to the Chair

Cllr Smith asked that the charging point scheme be discussed at the November meeting, which was agreed. The replacement of the bus shelter at Links view will be discussed at the November meeting. Cllr Presland updated councillors that the golfing lessons being undertaken on the recreation ground, by a person not connected to the Golf Club, have now ceased.

20/260 Next Meeting

The next scheduled NPC meeting will be held on Wednesday 11th November 2020, starting at 7.30pm.

The meeting closed at 9.25 pm.

Signed _____

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NEWTON PARISH COUNCILMinutes of meeting held on 14th October 2020 via Videoconference**Appendix A RFO Report**

Minute	Action	Complete ✓
20/227	Minutes sent to Newsletter and updated on website.	✓
20/229	Perrywood's have accepted invitation to join October meeting.	✓
20/231 d	Payments made to suppliers, individuals and organisations.	✓
20/232	Planning response sent to Babergh.	✓
20/233	Councillors reminded on need for comments on NNP by the 5th October 2020.	✓
20/234	Councillors response to Planning White Papers forwarded to Government Department.	✓
20/236	Adopted policies updated on website.	✓
20/240	Supplier references obtained.	✓
20/240	Contracts, purchase orders and deposit exchanged with Tennis 2000.	✓
20/240	Purchase order exchanged with All Play Solutions.	✓
20/240	Awaiting T&C's for RoSPA's post installation inspection from All Play Solutions.	
	Delegated Power	
	Nothing to report.	
	Clerk Hours	
	Up until 4th October 2020 - 362.5 hours worked / 345 hours paid.	

Appendix B RFO Report**Receipts & Payments**

Date	Details	Cheque	Power	Receipts	Payments
09/09/20	Came & Co - Insurance	101253	Localism Act 2011 ss 1 to 8	0.00	331.40
09/09/20	Tennis 2000 - MUGA Deposit	101254	Localism Act 2011 ss 1 to 8	0.00	16,637.10
13/09/20	BDC Precept			5,129.00	0.00
29/09/20	BDC Recycling			256.56	0.00
09/10/20	BDC CIL			11,795.44	0.00
14/10/20	PKF Littlejohn - Audit Fee	101255	Localism Act 2011 ss 1 to 8	0.00	240.00

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	28/08/20	£100.00				
Premium Accounts	28/08/20	£54,128.11	£47,067.14	£23,908.89	£17,181.00	£433.08
Tracker Account	28/08/20	£11,163.42	£11,163.42	£0.00	£0.00	£0.00
		£65,391.53	£58,230.56	£23,908.89	£17,181.00	

- Difference of £433.08 relates to unpresented cheque 101230 to Opus re Locum Clerk in last financial year.

Signed _____

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NEWTON PARISH COUNCILMinutes of meeting held on 14th October 2020 via Videoconference**Actual v's Budget**

Budget			Reserves		
Budget			Budget		
Actual			Actual		
Assets B/F					
£52,445.88					
Income			Expenditure		
Precept	£10,258.00	£10,258.00	Clerks Salary	£11,556.40	£7,017.70
Grants	£0.00	£4,505.00	Admin	£1,900.00	£509.54
Recycling	£400.00	£760.62	Grants	£800.00	£200.00
CIL / Other	£5,000.00	£18,421.87	Annual Subscriptions	£602.00	£260.87
Bank Interest	£25.00	£17.19	Footpath Maintenance	£300.00	£0.00
VAT Repayment	£0.00	£1,419.14	Insurance	£320.00	£331.40
			Inspection	£380.00	£380.00
			Maintenance	£2,000.00	£297.29
			Projects	£1,400.00	£16,051.40
			CIL / Other	£24,448.12	£4,000.00
			Village Hall	£165.00	£0.00
			VAT Paid	£0.00	£3,950.38
			Contingency	£500.00	£0.00
			NNP	£5,505.00	£0.00
				£598.56	
Total	£15,683.00	£35,381.82	Total	£29,953.12	£23,923.40
				£29,597.14	
			Assets Carried Forward		
			£58,230.56		
Total			Total		
£87,827.70			£87,827.70		

Appendix C Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/20/02719	1 Church Road - Householder Planning Application - Erection of log cabin.	20/209a	Support	Withdrawn
DC/20/03108	Land At Airey Close - Application under Section 73 of the Town and Country Planning Act for the removal or variation of a Condition following grant of planning permission DC/19/03383 subsequently varied by DC/20/02323 - Variation of Condition 2 (Approved Plans and Documents) and Condition 5 (Provision of Parking) - to facilitate car port to be added to plot 2.	20/209b	Support	Permission 03/09/2020
APP/D3505/W/20/3252989	Appeal against refusal of DC/20/00019 Woodean, Links View - Erection of 1no. dwelling and creation of vehicular access.	20/209c	Now object to the original planning application.	
DC/20/03337	Site Of Former Red House Farm, Sudbury Road - Application under Section 73 of the Town and Country Planning Act - Variation of Condition 2 (Approved Plans and Documents) on planning permission DC/18/00190 (to facilitate changes to house types, interior accommodation and other minor changes).	20/232a	Support	
DC/20/03581	Wrenwood, Sudbury Road - Erection of first floor rear extension with balcony.	20/232b	Support	Permission 23/09/2020

End of Appendices

Signed _____

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