

Associated Papers NPC for Meeting on 8th February 2023

Agenda Item 22 Dispensations

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussions or vote on a resolution. However, if you wish the council to consider your request for dispensation, you need to **write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

Agenda Item 25 Emails Circulated

If there is an email that I have circulated that is not included on the agenda, and you consider that it should be discussed, please raise the item at this point.

Agenda Item 26 Clerk's Report

Minute	Action	Complete ✓
22/031	Cllr Taylor liaising with Tree Warden re replacement tree.	
22/114 b	BWB have now been given instructions to proceed with the allotment land transfer.	
22/117	Awaiting NGT confirmation of location of defibrillator at Little Green.	
22/179	Defibrillator ordered for Village Hall. Installation expected by 13th March.	
22/196	RoSPA issues on play equipment referred to manufacturer.	
23/003	Minutes sent to BRN and updated on website.	✓
23/004	All declarations completed for Cllr Cole.	✓
23/008 a	Payments made to suppliers, individuals and organisations.	✓
23/008 b	Precept demand sent to Babergh.	✓
23/008 c	Projector and screen to be purchased.	
23/009	Planning responses sent to Babergh.	✓
23/009 d	Letter sent to Babergh and MP.	✓
23/014	Signage purchased.	✓
23/017	Map of defibrillator locations included on website.	✓
23/019	Contract of Employment changes exchanged with Clerk.	✓
	Clerk's Actions & Delegated Power	
	Used delegated power to purchase a replacement tension bar for the zip wire at a cost of £86.50 + VAT.	
	Clerk Hours	
	Up until the 29th January 2023 - 645 hours paid / 612.25 hours worked plus 45 hours holiday.	

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Agenda Item 27a RFO Report

Unity Receipts & Payments 2022 / 2023

Date	Details	Cheque	Power	Receipts	Payments
31/12/22	Bank Interest			2.33	0.00
31/12/22	Bank Charges		Localism Act 2011 ss 1 to 8	0.00	18.00
11/01/23	Flowers Groundcare - Hedge maint & wasp clearance		Localism Act 2011 ss 1 to 8	0.00	96.00
11/01/23	P Taylor - Christmas Parcels donation		Localism Act 2011 ss 1 to 8	0.00	100.00
17/01/23	Auto Innovations - Recreation Ground signage		Localism Act 2011 ss 1 to 8	0.00	105.60
08/02/23	Best Host - Email Service and DNS zone package		Localism Act 2011 ss 1 to 8	0.00	79.50

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	24/11/22	£0.00				
Tracker Account	24/11/22	£0.00	£0.00	£0.00	£0.00	£0.00
Unity Current Account	31/01/23	£27,249.83	£27,170.33	£79.50	£0.00	£0.00
Unity Trust Savings Account	31/01/23	£25,002.33	£25,002.33			£0.00
		£52,252.16	£52,172.66	£79.50	£0.00	

Actual v's Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£49,357.31				
Income			Expenditure			
Precept	£13,625.97	£13,625.97	Clerks Salary		£10,730.00	£8,732.09
Grants	£177.20	£2,975.23	Admin		£1,500.00	£1,363.35
Recycling	£700.00	£251.23	Donations		£800.00	£400.00
CIL	£0.00	£17,579.58	Annual Subscriptions		£475.00	£441.51
Bank Interest	£25.00	£33.03	Footpath Maintenance		£300.00	£300.00
VAT Repayment	£0.00	£2,529.97	Insurance		£1,250.00	£1,497.60
Other	£0.00	£37.00	Inspection		£640.00	£635.00
			Maintenance		£0.00	£0.00
			Projects	£2,250.00	£500.00	£2,718.62
			CIL	£28,028.01	£4,200.00	£15,134.99
			Village Hall Hire		£300.00	£0.00
			VAT Paid		£0.00	£2,993.50
			Repay VAT overpayment		£0.00	£0.00
			NNP		£0.00	£0.00
Total	£14,528.17	£37,032.01	Total	£30,278.01	£20,695.00	£34,216.66
			Assets Carried Forward			£52,172.66
Total		£86,389.32	Total			£86,389.32

Project Committed Spending							
Meeting Date	Minute	Supplier	Cost Net	VAT	Total	Project	Budget
15/06/22	22/114b	BWB	£758.00	£151.00	£909.00	Allotments	CIL
15/06/22	22/113	Sudbury TC	£185.00	£37.00	£222.00	Rec Ground	CIL
10/11/22		CHT	£2,320.00	£464.00	£2,784.00	Defibs	CIL
11/01/23	23/008		£600.00	£120.00	£720.00	Village	CIL
23/01/23		Wicksteed	£86.50	£17.30	£103.80	Rec Ground	CIL
			£3,949.50	£789.30	£4,738.80		

Agenda Item 27b Footpath Cutting

I am awaiting the quotation for the footpaths' grass cutting.

Agenda Item 27c Recreation Ground Maintenance

Flowers Groundcare has provided the following quotation for maintaining the area around the play equipment and MUGA in 2023:

- Grass cutting £50 per cut approximately 16 cuts per annum
- Hedge cutting either side of the footbridge £60 per cut - 2 cuts per annum.
- Weed control, spray around MUGA and along the bottom of the toddlers' play area fence £20.00 per treatment suggest three times per annum.

Total: £980.00

There is no increase on the 2022 prices.

The above prices are exclusive of VAT at 20%

The CIL Budget is allocated for these costs.

Agenda Item 28b Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/22/04495	Little Barn, Sudbury Road - Construction of vehicular access.	22/153a	Support	REFUSED 11/01/2023
DC/22/04938	Lily Fields, Rotton Row - The use of land for the stationing of caravans for residential purposes and the erection of day room and laying of hardstanding ancillary to that use.	22/172c	Conditional response based on family connection.	Permission 12/01/2023
DC/22/05997	1 Links View - Application for Outline Planning Permission. (Access to be considered) Erection of 1no one and a half storey detached dwelling with parking, new vehicular access and extension of the public footway to the South of the proposed access.	22/194a	Support	Withdrawn
DC/22/06041	Plots 2 And 3 Marks Meadow, Rectory Road - Application for approval of Reserved Matters pursuant to Outline Planning Permission DC/20/00859 dated: 21.04.2020 - Appearance, Landscaping and Scale for erection of 3no dwellings with garages and creation of new access.	22/194b	Support	Permission 31/01/2023
DC/22/06049	3 Church Road - Erection of part two storey part single storey side and rear extensions and replacement single storey front extension including alterations to dormer windows (following removal of garage and outbuilding)	22/194c	Support	Permission 31/01/2023
DC/22/06132	Tinkers Croft, Sudbury Road - Erection of Two Storey Front/Side Extension, Single Storey Rear Extension & Detached Cartlodge (following demolition of existing garage and conservatory).	23/009a	Support	
DC/22/06324	Chilton Woods Mixed Development To North Of Woodhall Business Park - Discharge of Conditions Application for B/15/01718- Condition 30 (Construction Environmental Management Plan).	23/009b	No comment	
DC/22/06400	7 Links View - Erection of part one and half storey, part single storey lean-to rear extension (following demolition of existing rear extension). Erection of first floor side extension and front open sided porch. Insertion of 2no rear dormers and front rooflight.	23/009c	Support	

Agenda Item 31 Publication Scheme

The NPC Publication Scheme as at 1st February 2023 is attached for your review.

Agenda Item 32 GDPR Data Map

The GDPR Data Map as at 1st February 2023 is attached for your review.

Agenda Item 33 Litter Pick

The Risk Assessment for the Litter Pick to be held on Saturday 11th March 2023 is attached for your review.

Agenda Item 36 NPC Election

I attended an Election Briefing held by Babergh and SALC regarding the process for this year's NPC election.

Key dates for the process are:

- Nominations papers can be accepted from 16th March to 4pm on the 4th April 2023. They must be delivered in person.
- If a person submits a nomination and then wishes to withdraw, the closing date for this is 4pm on the 4th April 2023.
- If more than 7 nominations are submitted the poll will take place on the 4th May 2023.
- Results of the poll should be known on the 5th May 2023.
- The current councillors step down on the 9th May 2023 when the elected councillors take office for 4 years.

By next week's meeting, I will have further guidance for you.

By the March meeting, I will have all the details regarding how I can assist any person wishing to be nominated as a member of NPC.