

### **Agenda Item 136      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 why you should be given a dispensation.

### **Agenda Item 139      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 140      Clerk's Report**

Minute	Action	Complete ✓
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.	
23/038	James Finch and Lee Parker chased re culvert damage.	
23/045	Invoice sent to resident re clearance of hedge overhanging the pavement.	
23/074	Wrote second letter to the householder in Rotten Row regarding pipe.	
23/118	Minutes sent to BRN and updated on website.	✓
23/120	Wrote to resident and Newton Green Trust regarding cutting of Recreation Ground.	✓
23/121	Community Wardens to install final bench between MUGA and zip wire and move a bench into the under-7's fenced area.	
23/122 a	Payments made to suppliers, individuals and organisations.	✓
23/122 b	Litter bin purchased for Plampin Close - Community Wardens to install.	
23/123	Planning responses sent to Babergh.	✓
23/126	Copy of PIIP sent to Babergh and updated on website.	✓
23/128	Launch of Around the Green email planned for late July.	
23/131	Training for Cllrs Cole and Evers booked with SALC.	✓
23/133	Community Wardens to clear bus shelters.	
	<b>Clerk's Actions &amp; Delegated Power</b>	
	Changed frequency of Community Wardens checks of play equipment to weekly for July and August. Purchased 2 mounting bars for the SID posts, due to breakages, for a total of £68.06 + VAT.	
	<b>Clerk Hours</b>	
	Up until the 2nd July 2023 - 156 hours paid / 152.75 hours worked.	

## Associated Papers NPC for Meeting on 12<sup>th</sup> July 2023

### Agenda Item 141a RFO Report

#### Unity Receipts & Payments 2023 / 2024

Date	Details	Power	Receipts		Payments	
30/06/23	Bank Interest		198.23	Y	0.00	
15/06/23	Flowers Groundcare - Grass cutting in May	Localism Act 2011 ss 1 to 8	0.00		100.00	Y
30/06/23	Service Charges	Localism Act 2011 ss 1 to 8	0.00		18.00	Y
12/07/23	SALC - Chairman training	Localism Act 2011 ss 1 to 8	0.00		144.00	
12/07/23	Glasdon - Litter bin	Localism Act 2011 ss 1 to 8	0.00		287.61	

#### Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Unity Current Account	30/06/23	£5,898.68	£5,467.07	£431.61	£0.00	£0.00
Unity Trust Savings Account	30/06/23	£45,317.90	£45,317.90			£0.00
		£51,216.58	£50,784.97	£431.61	£0.00	

#### Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£45,116.29				
<b>Income</b>			<b>Expenditure</b>			
Precept	£18,242.81	£9,121.41	Clerks Salary	£12,011.23	£2,952.56	
Grants	£177.20	£0.00	Clerk's Pension	£1,260.48	£0.00	
Recycling	£500.00	£263.36	Admin	£2,000.00	£216.00	
CIL	£0.00	£4,836.56	Donations	£800.00	£0.00	
Bank Interest	£50.00	£198.23	Annual Subscriptions	£485.00	£275.01	
VAT Repayment	£0.00	£3,599.17	Footpath Maintenance	£400.00	£0.00	
Other	£0.00	£0.00	Insurance	£1,500.00	£0.00	
			Inspection	£563.00	£220.00	
			Maintenance	£500.00	£0.00	
			Projects	£500.00	£0.00	
			CIL	£27,523.93	£5,842.00	£7,243.73
			Village Hall Hire	£390.00	£0.00	
			VAT Paid	£0.00	£1,442.75	
			NNP	£0.00	£0.00	
<b>Total</b>	<b>£18,970.01</b>	<b>£18,018.73</b>	<b>Total</b>	<b>£27,523.93</b>	<b>£26,251.71</b>	<b>£12,350.05</b>
			Assets Carried Forward			£50,784.97
<b>Total</b>		<b>£63,135.02</b>	<b>Total</b>			<b>£63,135.02</b>

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	Transfer of Allotments	CIL
15/06/22	22/113	Sudbury TC	£185.00	£37.00	£222.00	Rec Ground jet wash	CIL
			£943.00	£188.00	£1,131.00		

## Associated Papers NPC for Meeting on 12<sup>th</sup> July 2023

FUNDS	
General Reserves (50% of Budgetted Expenditure)	£13,125.86
Current year balance	£7,162.35
Restricted Funds	
CIL	£25,116.76
Newsletter	£2,880.00
<b>Total Restricted</b>	<b>£27,996.76</b>
Earmarked Reserves	
Asset Replacement	£0.00
Village Hall	£0.00
Legal Fees	£1,000.00
Election Costs	£1,500.00
<b>Total Earmarked Reserves</b>	<b>£2,500.00</b>
<b>TOTAL FUNDS</b>	<b>£50,784.97</b>
Unrecovered VAT	£1,442.75

### Agenda Item 141b Bench

The bench on the corner of Plampin Close / Church Road now needs replacing.



Proposed to replace with the same bench as in the Recreation Grounds but has ground fixing rather than weighted ends.

The list price will be approx. £850 + VAT which will be drawn down from the CIL budget.

## Associated Papers NPC for Meeting on 12<sup>th</sup> July 2023

### Agenda Item 142b Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
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	
APPEAL	APP/D3505/W/22/3310476 - Rotten Row Farm, Rotten Row - Refusal of application for the "Continued use of buildings for agricultural, industrial and commercial purposes."	23/047c	All objections still stand.	
DC/23/01081	Fairways, The Green - Erection of 1No dwelling (following demolition of existing annexe and outbuildings).	23/066a	Object	
DC/23/01760	Land Adjacent To Assington Road - Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale reserved) Town and Country Planning Act 1990 (as amended) - Erection of 9 no. dwellings (including 4 no. affordable).	23/091a	Object	REFUSED 06/06/2023
DC/23/01859	14 Church Road - Erection of two-storey side and single-storey rear extensions and front porch.	23/091b	Support	Permission 12/06/2023
DC/23/02254	17 Church Road - Erection of porch extension.	23/123a	Support	Permission 15/06/2023

### Agenda Item 143 Footpaths

Update from Cllr Taylor on progress with landowner re footpath extension.

Review the landowner's complaint regarding the use of private land as a footpath behind Church Road.

### Agenda Item 145 Traffic Calming

The A134 in Newton, will be part of the ANPR pilot in Autumn 2023.

## **Agenda Item 146      Standing Orders and Financial Regulation**

Both these documents are in the Councillor Pack I gave you in May 2023.

Currently, neither of the template documents from which NPC produced its Standing Orders and Financial Regulations, have been updated by NALC / SLCC. However, there has been a legislative change from 21 December 2022 (SI 2022/1390) which impacts the Procurement thresholds in Section 18 of the Standing Orders and Section 11 of the Financial Regulations. The following summary produced by the Parkinson Partnership outlines the changes which will be incorporated into the templates at some time in the future:

### **Procurement Thresholds**

#### **The £25,000 threshold increased to £30,000 from 21 December 2022 (SI 2022/1390)**

Public contracts, with an estimated value (including VAT, from 1 January 2022):

over £213,477 (previously 189,330 ex VAT) for goods or services, or

over £5,336,937 (previously £4,733,252 ex VAT) for public works (construction),

must comply with the full requirements of the Public Contracts Regulations 2015. These include specific tendering methods and timescales, as well as a requirement to advertise on both the Contracts Finder website and Find-a-Tender (the UK e-notification service).

Where a contract will run for several years, it is the total (not annual) value that matters. Where the estimated total value (including VAT) is below these thresholds, but exceeds £30,000 (after 21 December 2022), a council is required to advertise the opportunity on Contracts Finder if they publish an open invitation to quote/tender. If they are inviting specific firms and not opening up to wider competition, they don't have to advertise the opportunity on Contracts Finder (Public Contracts Regulations 2015, Reg. 110(5)(b)).

However, a council must comply with its own Standing Orders and Financial Regulations and if those regulations require an open invitation and a formal tender process, the council should follow them. Tendering processes ensure fair competition, achieve value for money and avoid anti-competitive behaviour. They protect the council and taxpayers.

If a council simply chooses specific firms to invite, it must avoid allowing non-commercial considerations (defined in Part 2 of the Local Government Act 1988) to influence its decisions. If a council invites some suppliers and not others, it should record its reasons.

If the council genuinely believed the value would be under £30,000 but the tenders came in above that, the Regulations do not require it to go back and start again.

Regardless of whether the opportunity was advertised, Regulation 112 requires a council to publish the award of a contract over £25,000 prior to 21 December 2022, or £30,000 thereafter, on Contracts Finder within a reasonable timescale. There is no specified timescale for parishes, but we suggest within 3 months.

### **Disclaimer**

This bulletin is only intended as a brief guide and councils should ensure they follow the Regulations and guidance on [www.gov.uk](http://www.gov.uk), seeking professional advice if they are in any doubt. The Parkinson Partnership LLP accepts no liability for any loss arising from situations where councils have not followed the law and guidance

**Agenda Item 147      Policies and Procedures**

These documents are in the Councillor Pack I gave you in May 2023.

Are there any changes that councillors wish to incorporate?

**Agenda Item 148      GDPR Data Map**

Attached for your reference.

**PLEASE NOTE: The next meeting with Mark Russell is via Zoom on Monday 24<sup>th</sup> July 2023 at 4pm.**