


Agenda Item 62 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 65 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 66 Clerk's Report

Minute	Action	Complete ✓
21/189	James Finch requested to look at calming measures for Rotten Row.	
22/009	MUGA and play equipment signage now awaiting installation by Community Wardens.	
22/015	Cllr Presland is obtaining quotation from electrician.	
22/027	Cllr Bower to obtain quote for tennis net cabinet.	
22/031	Cllr Taylor liaising with Tree Warden re replacement tree.	
22/035	Community Wardens requested to put out road signage for Litter Pick on 2nd April 2022.	✓
22/041	Minutes sent to BRN and updated on website.	✓
22/044	Welcome to Newton being updated.	
22/044	newton-pc.gov.uk email addresses to be rolled out in April.	
22/045 a	Payments made to suppliers, individuals and organisations.	✓
22/045 b	David Gotts informed of footpath contract award.	✓
22/045 c	Flowers Groundcare informed of playing field grass maintenance contract award.	✓
22/045 f	Donation received by the CAB.	✓
22/046	Planning application(s) response sent to Babergh.	✓
22/051	Defibrillators ordered from CHT.	✓
22/058	Cllrs Smith and Shipp have been given SALC training dates.	✓
22/059	Sudbury finance their dog-poop bag dispensers from the money received from Babergh for the recycling banks at the Kingfisher. The dispensers (green or red) cost £79.99 + VAT from JRB Enterprises.com who also sell 800 bags for £23 + VAT	
	Clerk's Actions & Delegated Power	
WEB058389	Street light diffuser in Plampin Close repaired.	✓
	Broken footpath sign by MD Mills reported.	
	Wicksteed has completed the works to the Recreation Ground.	✓
	Clerk Hours	
	Up until 31st March 2022 - 780 hours paid / 739 hours worked plus 75 hours holiday.	

Agenda Item 67a Bank Reconciliation and Receipts & Payments

 <div style="text-align: center; margin-top: 10px;"> NEWTON PARISH COUNCIL </div>					
Bank Reconciliation for Financial year ending 31st March 2022					
Balances per Bank Statements as at 31st March					
Barclays Community			£100.00		
Barclays Premium Account			£31,457.98		
Barclays Tracker Account			£1,165.17		
Unity Trust Current Account			£16,734.16		
					£49,457.31
Add any Unbanked Cheques / Cash as at 31 March					£0.00
Less Barclays Unpresented Cheques as at 31 March					
		101304	£100.00		
					£100.00
			Total Cash		£49,357.31
CASH BOOK					
Opening Balance					£40,814.72
Add Receipts in the year					£125,077.89
					£165,892.61
Less Payments in the year					£116,535.30
			Total Cash		£49,357.31
D Crimmin			RFO, Newton Parish Council		4th April 2022



NEWTON PARISH COUNCIL

Receipts & Payments Account for the year ending 31st March 2022

	2020 / 2021	2021 / 2022
Receipts		
Precept	£10,258.00	£10,518.00
Grants	£46,314.54	£76,122.29
Recycling	£760.62	£1,023.87
Bank Interest	£29.20	£7.14
CIL	£18,421.87	£20,322.33
Other	£0.00	£2,880.00
VAT Repayment	£20,334.63	£14,204.26
	£96,118.86	£125,077.89
Payments		
Clerks Salary	£12,297.85	£10,301.64
Admin	£827.51	£1,259.29
Donations	£650.00	£650.00
Annual Subscriptions	£260.87	£382.30
Footpath Maintenance	£300.00	£300.00
Insurance	£1,086.31	£1,218.51
Inspection	£380.00	£635.00
Maintenance	£529.07	£410.66
Village Hall	£0.00	£0.00
Projects	£59,177.98	£57,355.26
CIL	£12,187.15	£22,725.67
Repay VAT overpayment	£0.00	£3,910.38
NNP	£4,695.53	£1,005.00
VAT Paid	£15,357.75	£16,381.59
	£107,750.02	£116,535.30
Excess of Receipts over Payments	-£11,631.16	£8,542.59
Add Balance Brought Forward	£52,445.88	£40,814.72
Balance Carried Forward	£40,814.72	£49,357.31
Represented by		
Barclays Community	£100.00	£100.00
Barclays Premium	£39,549.67	£31,357.98
Barclays Tracker	£1,165.05	£1,165.17
Unity Trust Current Account	£0.00	£16,734.16
Petty Cash	£0.00	£0.00
	£40,814.72	£49,357.31

Agenda Item 67b CIL Return

Newton Parish Council		
Community Infrastructure Levy		
Reporting Year 1st April 2021 to 31st March 2022		
A	Total CIL Income carried over from previous year	£30,431.35
B	Total CIL income received (receipts)	£20,322.33
C	Total CIL spent (expenditure)	£22,725.67
D	Total CIL repaid following payment notice	£0.00
E	Total CIL retained at year-end (A+B-C-D)	£28,028.01
CIL Expenditure		
	Item / Purpose	Amount Spent
	Electrical supply to Recreation Ground	£1,630.00
	MUGA & Play Equipment	£10,000.00
	Bus Shelter	£9,350.00
	Community Wardens	£1,030.00
	Play Equipment Maintenance	£250.00
	Dog & Litter Bins Operational costs	£465.67
	Total Spent	£22,725.67
Signed		Parish Clerk
DF Crimmin		
Signed		Chairman
Paul Presland		
31st March 2022		

Associated Papers NPC for Meeting on 13th April 2022

Agenda Item 67c RFO Report

Barclays Receipts & Payments 2021 / 2022

Date	Details	Cheque	Power	Receipts	Payments
07/03/22	Bank Interest			0.03	0.00
09/03/22	Sudbury & District Citizens Advice - Donation	101313	Localism Act 2011 ss 1 to 8	0.00	100.00
07/03/22	Bank Interest			1.92	0.00

Unity Receipts & Payments 2021 / 2022

Date	Details	Cheque	Power	Receipts	Payments
31/03/22	Unity - Bank Charges	Stat 003	Localism Act 2011 ss 1 to 8	0.00	18.00

Unity Receipts & Payments 2022 / 2023

Date	Details	Cheque	Power	Receipts	Payments
13/04/22	SALC - Councillor Training		Localism Act 2011 ss 1 to 8	0.00	186.00
13/04/22	SCC - Posts for Speed Indicator Device		Localism Act 2011 ss 1 to 8	0.00	380.00
13/04/22	Flowers Groundcare - Groundworks around MUGA		Localism Act 2011 ss 1 to 8	0.00	2,100.00
13/04/22	P. Presland - Expenses for Litter Pick		Localism Act 2011 ss 1 to 8	0.00	35.00

Agenda Item 67d SLA

The annual Service Level Agreement is up for renewal as follows:



SERVICE LEVEL AGREEMENT

This agreement sets out terms between Sudbury Town Council and Newton Parish Council for the period 1st April 2022 until 31st March 2023.

1. Sudbury Town Council will provide the services of one Community Warden for 50 hours per year excluding the period between Christmas and New Year. Hours will be worked as agreed with the Clerk upon request.
2. The Community Warden Supervisor will liaise with the Parish Clerk and identify priority tasks to be undertaken.
3. Additional work and charges including materials as required by Newton Parish Council outside of the work agreed by the parish clerk is to be arranged by negotiation with the Community Warden Supervisor
4. The hourly rate for work undertaken by the Community Warden for the work requested by the parish clerk will be £21.95 plus mileage and vat.
5. Mileage will be charged additionally at a rate of 65p per mile.
6. The Community Warden Supervisor will supply a formal report to the Parish Clerk via email on a quarterly basis.
7. Sudbury Town Council will invoice Newton Parish Council annually in advance commencing 1st April 2022. Mileage expenses will be invoiced annually in arrears.
8. Any unused time for the agreed upon 50 hours payment will be carried forward to 2023/2024 upon agreement with The Town Clerk and Parish Clerk. An adjusted invoice will be issued for the new financial year.

Signed:

Town Clerk of Sudbury
Mr Ciaran Griffin

Date

Newton Parish Clerk

Date

Agenda Item 68d Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/21/01451	Rotten Row Farm Rotten Row - Continued use of buildings for agricultural, industrial and commercial purposes.	21/071a	Objected	
DC/22/01062	Newton Leys, Joes Road - Erection of a single storey link extension between pool house and main house.	22/046a	Support	Permission 04/04/2022

Agenda Item 69 Babergh Community Governance Review

Babergh has commenced a CGR with initial submissions required by the 27th May 2022.

Terms of Reference Community Governance Review Local Government and Public Involvement in Health Act 2007 Terms of Reference

1. Introduction What is a Community Governance Review?

A Community Governance Review is a review of the whole or part of the council's area to consider one or more of the following:

- creating, merging, altering or abolishing parishes
- the naming of parishes and the style of new parishes
- the electoral arrangements for parishes (the ordinary year of election, council size (the number of councillors to be elected to council), and parish warding); and
- grouping parishes under a common parish council or de-grouping parishes other types of local arrangements, including parish meetings

A Community Governance Review is required must consider:

- the impact of community governance arrangements on community cohesions
- the size, population and boundaries of a local community or parish.

The council is required to ensure that community governance within the area under review will:

- be reflective of the identities and interests of the community in that area and
- be effective and convenient

If the council is satisfied that the recommendation of a Community Governance Review would ensure that community governance within the area under review will reflect the identities and interests of the community in that area, and is effective and convenient, the council makes a Community Governance Order.

2. Why is the Council carrying out this Community Governance Review?

The council is required to keep its area under review every 10-15 years.

Following a number of requests from Parishes for a Review, it was deemed appropriate to undertake a Review of the whole principal council area, rather than dealing with review requests piecemeal.

A Community Governance Review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove the many anomalous parish boundaries that may exist.

3. Scope of the Review

The Review will consider any Community Governance Review requests received following publication of the Terms of Reference.

4. Consultation How the Council proposes to conduct consultations during the Review?

Before making any recommendations or publishing final proposals, the council must consult local government electors for the area under review and any other person or body (including a local authority) which appears to the council to have an interest in the review.

The council will therefore:

- publish a Notice and these Terms of Reference on the council's website and arrange for copies to be available for public inspection
- send a copy of the Notice and these Terms of Reference to all parish clerks
- seek to arrange for the notice to be published on parish council websites and notice boards; and
- send a copy of the Notice and these Terms of Reference to all local Members of Parliament Before making any recommendations, the council will take account of any representations received.

The council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the Community Governance Review are informed of the recommendations and the reasons behind them.

The council will notify each consultee and any other persons or bodies who have made written representations of the outcome of the Review.

5. Timetable for the Community Governance Review

The council must complete a Community Governance Review within twelve months from the day on which the Council publishes the Terms of Reference.

A Community Governance Review is concluded on the day on which the Council publishes the recommendations made by the Community Governance Review.

Timetable

Action	Timeline	Details
Report to Full Council	March 2022	Council approves the principle of the Community Governance Review and its Terms of Reference
Publish Terms of Reference	March 2022 (The CGR must be completed within 12 months of the date of publication)	Publish Terms of Reference and notify stakeholders of the commencement of the Review.
Prepare draft consultation document and invite initial submissions	April to May 2022	Initial submissions invited: <ul style="list-style-type: none"> • Town and Parish Councils • Members of Parliament • Local Groups and Interested Parties such as local businesses, local residents' associations, local public and voluntary organisations such as schools or health bodies Publish proposals on the website
Consider submissions	May 2022	Consider any submissions/representations and prepare report of draft recommendations for Full Council in July 2022
Publish draft recommendations	July 2022 to September 2022 (10 weeks)	Publish draft recommendations for further consultation with: <ul style="list-style-type: none"> • All local government electors • All town and parish councils Local groups and interested parties Publish draft recommendations on the website.
Make final recommendations	Oct 2022 Full Council meeting	Consider any further submissions/representations and prepare final recommendations for report to Full Council
Publish final recommendations	November 2022	Publish final recommendations and make Order.

Agenda Item 71 Defibrillator Rollout

The order has been placed for three defibrillators, cabinets and stands. NPC await permission from householders and the Trust to site on the defibrillators on verges.

Agenda Item 73 Community Allotments

In 2021 NPC renewed the agreement with the landowner for the 2 community allotments for a further year at a total cost of £30. Do councillors wish to renew for a further year or longer?

Agenda Item 77 Clerk's Appraisal

Cllrs Presland and Everett have undertaken an appraisal with me, and the draft outcomes of this will be discussed at the meeting.

Agenda Item 79 Annual Parish Assembly

The Annual Parish Assembly will be held on Wednesday 27th April 2022 starting at 7.30 pm in the Village Hall. This is the meeting, called by the NPC Chairman, where Country and District councillors, the NPC Chairman, Police and Village organisations give reports for the previous year.

If the NPC Chairman attends the meeting, then he takes the chair. Otherwise, the NPC Vice Chairman presides if present. The remaining councillors sit among the other electors attending.

The Parish Assembly votes its representative to the Newton Green Trust for the year.

The evening will end with cheese and wine for those attending.