

Agenda Item 164 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 166 Co-option of councillor

At the time of creating the meeting pack, NPC has received one application to be co-opted onto the council.

Janys Sherwood of Rogue House, Sudbury Road has sent the following application:

“I have now lived in Newton green for nearly 7 years. Well I fully understand this is not a great deal of time. I have grown to love the village and I’m very proud whenever guests come to stay. I love to walk people to the church to show them the Norman window, and the murals on the wall. When I first moved here, I was amazed to discover that the church was left open during the day unattended. I came to understand that this was due to the wonderfully peaceful and honest area in which we live.

In a democracy it is essential that all people can ‘have their say’. One of the most important, but often overlooked, forums for this is a Parish Council. In our political and social framework the PC is surely the foundation of all that goes after it. I am unable to understand why people do not what to be involved, almost to the extent that perhaps it should be seen as an obligation on the part of all adults who are capable.

I want to see the village develop in a careful manner. What I have seen in the time I have live here has inspired me to become more involved.

Thank you for reading this short message.”

Agenda Item 168 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.

Associated Papers NPC for Meeting on 13th September 2023

Agenda Item 169 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	Correspondence from SCC circulated on 31/08/2023.	
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.	
23/121	Community Wardens installed final bench between MUGA and zip wire and moved a bench into the under-7's fenced area.	✓
23/122 b	Litter bin installed in Plampin Close by Community Wardens.	✓
23/128	The bimonthly Around the Green email was issued in late July.	✓
23/133	Community Wardens have cleared bus shelters.	✓
23/137	Minutes sent to BRN and updated on website.	✓
23/141 a	Payments made to suppliers, individuals and organisations.	✓
23/141 b	New bench installed in Plampin Close by Community Wardens. Village Hall requested that the old bench be put in Jubilee Garden.	✓
23/146	Updated Standing Orders and Financial Regulations on website.	✓
23/147	Updated Policies and Procedures updated on website.	✓
23/152	Liaising with Alan Vince on biopsy of past Newton residents.	✓
23/156	Minutes sent to BRN and updated on website.	✓
23/158 a	Payments made to suppliers, individuals and organisations.	✓
23/158 b	External Audit papers updated on website and notice boards.	✓
23/159	Planning responses sent to Babergh.	✓
23/161	Babergh to replace the broken Rectory Road sign by end November 2023.	
23/161	Community Wardens tasked with clearing 30mph signs in Rectory Road and Church Road.	
	Clerk's Actions & Delegated Power	
	30mph entry signs cleared of vegetation and cleaned by Community Wardens. The accessibility of the Newton website was reviewed, and the Accessibility Statement on the website was updated accordingly.	
	Clerk Hours	
	Up until the 3rd September 2023 - 264 hours paid / 238.5 hours worked.	

Associated Papers NPC for Meeting on 13th September 2023

Agenda Item 170a RFO Report

Unity Receipts & Payments 2023 / 2024

Date	Details	Power	Receipts	Payments
13/09/23	DF Crimmin - Expenses 1 Mar to 31 Aug 2023	Localism Act 2011 ss 1 to 8	0.00	673.62
13/09/23	Glasdon - bench	Localism Act 2011 ss 1 to 8	0.00	978.67
13/09/23	BDC - Election expenses	Localism Act 2011 ss 1 to 8	0.00	138.91
29/09/23	DF Crimmin - Salary July to September	Localism Act 2011 ss 1 to 8	0.00	2,296.40
29/09/23	DF Crimmin - WFHA July to September	Localism Act 2011 ss 1 to 8	0.00	78.00
29/09/23	HMRC - Clerk Tax	Localism Act 2011 ss 1 to 8	0.00	574.00
29/09/23	HMRC - Ers NI	Localism Act 2011 ss 1 to 8	0.00	82.16
29/09/23	Gallagher - Insurance	Localism Act 2011 ss 1 to 8	0.00	1,658.56

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Unity Current Account	31/08/23	£3,822.06	-£2,658.26	£6,480.32	£0.00	£0.00
Unity Trust Savings Account	31/08/23	£45,317.90	£45,317.90			£0.00
		£49,139.96	£42,659.64	£6,480.32	£0.00	

Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£45,116.29				
Income			Expenditure			
Precept	£18,242.81	£9,121.41	Clerks Salary	£12,011.23	£5,905.12	
Grants	£177.20	£0.00	Clerk's Pension	£1,260.48	£0.00	
Recycling	£500.00	£263.36	Admin	£2,000.00	£1,001.77	
CIL	£0.00	£4,836.56	Donations	£800.00	£0.00	
Bank Interest	£50.00	£198.23	Annual Subscriptions	£485.00	£452.01	
VAT Repayment	£0.00	£3,599.17	Footpath Maintenance	£400.00	£0.00	
Other	£0.00	£0.00	Insurance	£1,500.00	£1,658.56	
			Inspection	£563.00	£430.00	
			Maintenance	£500.00	£0.00	
			Projects	£500.00	£0.00	
			CIL	£27,523.93	£5,842.00	£9,155.97
			Village Hall Hire	£390.00	£0.00	
			VAT Paid	£0.00	£1,871.95	
			NNP	£0.00	£0.00	
Total	£18,970.01	£18,018.73	Total	£27,523.93	£26,251.71	£20,475.38
			Assets Carried Forward			£42,659.64
Total		£63,135.02	Total			£63,135.02

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 13th September 2023

FUNDS	
General Reserves (50% of Budgetted Expenditure)	£13,125.86
Current year balance	£949.26
Restricted Funds	
CIL	£23,204.52
Newsletter	£2,880.00
Total Restricted	£26,084.52
Earmarked Reserves	
Asset Replacement	£0.00
Village Hall	£0.00
Legal Fees	£1,000.00
Election Costs	£1,500.00
Total Earmarked Reserves	£2,500.00
TOTAL FUNDS	£42,659.64
Unrecovered VAT	£1,871.95

Associated Papers NPC for Meeting on 13th September 2023

Agenda Item 170a Clerk's Expenses – Mar to Aug 2023

Date	Description	Postage			Date	Description	Printing			Travel
		1st	2nd	Other			A4 Print	A3 Print	Lams	
06/06/23	2 Tudor Cottages x 3, Rotten Row	4			01/03/23	Meeting & Event notices	12		12	
23/06/23	Rotten Row	1			04/03/23	Election Nomination Papers x 12	180			
					04/03/23		37			
					04/03/23	NPC in 22	50			
					06/03/23	Meeting Pack	196		4	
					07/03/23	Coffee Morning / Litter Pick	402			
					07/02/23	Appraisal & Survey Analysis	42			
					09/03/23	Surveys & Minutes	85			
					16/03/23	Notices and planning application	40		4	
					01/04/23	Drop off Internal Audit				44
					05/04/23		8		8	
					10/04/23	Pick-up nternal Audit				44
					11/04/23	Meeting Pack	228			
					11/04/23	Election Posters	4		4	
					19/04/23	APA Notice & EOY	20		20	
					26/04/23	APA Papers	356			
					09/05/23	Councillor Meeting	479			
					09/05/23	Meeting Pack	93			
					17/05/23	Meeting papers	76			
					23/05/23	Notice Boards	4		4	
					30/05/23	Notice boards	2		2	
					01/06/23		25			
					07/06/23	Notice Boards	4		4	
					09/06/23		25			
					09/06/23	Meeting papers	114			
					27/06/23		56			
					06/07/23	Notice Boards	8		8	
					06/07/23	Meeting Papers	92	6		
					26/07/23		52			
					03/08/23		4		4	
					07/08/23	Meeting Papers	223			
					10/08/23	Notices etc	25		8	
					22/08/23		47			
					30/08/23	Insurance docs	108			
					31/08/23		35			
		5	0				3132	6	82	88
		£5.50	£0.00	£0.00			£219.24	£0.84	£16.40	£39.60
										£281.58

Expenditure on behalf of Newton Parish Council					
Date	Description	Ref	Gross	VAT	Net
05/03/23	Microsoft 365 App for Business for 1/2/2023 to 28/2/2023	1	£9.48	£1.58	£7.90
09/03/23	Food to Litter Pick	2	£17.75	£0.00	£17.75
06/04/23	Microsoft 365 App for Business for 1/3/2023 to 31/3/2023	3	£9.48	£1.58	£7.90
20/04/23	Refreshments at APA - Sainsburys receipt	4	£60.75	£0.00	£60.75
06/05/23	Microsoft 365 App for Business for 1/4/2023 to 30/4/2023	5	£9.48	£1.58	£7.90
05/06/23	Microsoft 365 App for Business for 1/5/2023 to 31/5/2023	6	£9.48	£1.58	£7.90
06/07/23	Microsoft 365 App for Business for 1/6/2023 to 30/6/2023	7	£9.48	£1.58	£7.90
07/07/23	SLCC Membership renewal 1st Sept 2023 to 31st Aug 2024	8	£177.00	£0.00	£177.00
03/08/23	Folders & Dividers - Amazon	9	£79.66	£13.28	£66.38
06/08/23	Microsoft 365 App for Business for 1/7/2023 to 31/7/2023	10	£9.48	£1.58	£7.90
	Postage		£5.50		£5.50
	Printing		£220.08		£220.08
	Laminates		£16.40		£16.40
	Travel Costs		£39.60		£39.60
	Total		£673.62	£22.76	£650.86

Balanced

Mileage rate from 6/4/2011	45p
1st Class Post	£1.10p
2nd Class Post	75p
A4 Printing per page	7p
A3 Printing per page	14p
Laminates	20p

Admin	£473.86
Annual Subs	£177.00
Projects	£0.00
Maintenance	£0.00
VAT	£22.76
	£673.62

Associated Papers NPC for Meeting on 13th September 2023

Agenda Item 170b Asset Register



NEWTON PARISH COUNCIL

Asset Register as at 1st September 2023

Asset No	Date Purchased	Description	Street Furniture Value	Location	Insurance cover as at 1st October 2022	Notes
1		Village Hall				Asset value removed from register following NPC meeting on 09/01/2008 minute 08/005.
2		War Memorial	£5,000	Green	£8,317.14	
3		Bus Shelter	£3,150	Green	£4,964.09	
4		Bus Shelter	£0	Near Links View	£0.00	Removed Feb 2022
5		Lamp Standard	£0	Plampin Close	£0.00	Adopted SCC Dec 2012
6		Lamp Standard	£0	Plampin Close	£0.00	Adopted SCC Dec 2012
7		Lamp Standard	£0	Plampin Close	£0.00	Adopted SCC Dec 2012
8	Jul-05	Litter Bin	£100	Church Road - entrance to Plampin Close	£0.00	*
9	Jul-05	Litter Bin	£100	Sudbury Road - Green next to Bus Shelter	£0.00	*
10	Mar-06	Litter Bin	£100	Sudbury Road - Next to Bus Shelter by Links View	£0.00	*
11	Jul-21	Litter Bin		Village Hall - Playingfield in Under 7's (Babergh installed)	£0.00	*
12		Park Bench	£300	Plampin Close	£467.21	
13	Jun-07	Park Bench	£300	Outside Deens	£467.21	
14		Park Bench	£300	Memorial Gardens	£467.21	
15		Park Bench	£300	Memorial Gardens	£467.21	
16		Park Bench	£0	Playingfield	£0.00	Removed March 2023
17		Park Bench	£300	Playingfield	£467.21	
18		Park Bench	£300	Playingfield	£467.21	
19		Park Bench	£300	By War Memorial	£467.21	
20		Park Bench	£300	By War Memorial	£467.21	
21		Park Bench	£300	Green by Saracens Pond	£467.21	
22		Round Park Bench	£0	Green by Saracens Pond	£0.00	Removed
23		Village Sign	£1,500	Outside Deans	£2,569.64	
24		Weather Vane	£400	Green by Saracens Pond	£642.41	
25		Single Arch Swing	£0	Playingfield	£0.00	Removed July 2020
26		Fun Frame	£0	Playingfield	£0.00	Removed July 2020
27		Wobbly Bridge	£0	Playingfield	£0.00	Removed July 2020
28		Double Swing with Cradle Seat	£0	Playingfield	£0.00	Removed July 2020
29		Tunnel	£0	Playingfield	£0.00	Removed July 2020
30		Church Road Sign	£250	Green opp Church Rd	£0.00	*
31	Aug-07	Dog Bin	£95	Village Hall - Entrance to Playingfield	£0.00	*
32	Oct-06	Dog Bin	£95	Church Road - on verge at end of road	£0.00	*
33	Oct-06	Dog Bin	£95	Green - near Layby	£0.00	*
34	Oct-06	Dog Bin	£95	Green - entrance to Links View	£0.00	*
35	Oct-06	Dog Bin	£95	Green - outside Juglans	£0.00	*
36	Oct-06	Dog Bin	£95	Green - opposite Burchetts	£0.00	*
37		Double Park Bench	£400	Plampin Close	£642.41	
38		Park Bench	£300	Alston Close	£467.21	

Associated Papers NPC for Meeting on 13th September 2023

39		Notice Board	£200	Church Road	£0.00	*
40	Mar-22	Playground Sign	£30	Entrance to Playingfield	£0.00	*
41	Jan-08	By-Law sign	£30	Saracens Pond	£0.00	*
42	Jan-08	By-Law sign	£30	Village Hall	£0.00	*
43	Sep-08	Notice Board	£120	Village Hall	£0.00	*
44	Nov-09	Grit Bin	£135	Airey Close	£0.00	*
45	Nov-09	Grit Bin	£135	Links View	£0.00	*
46	Nov-09	Grit Bin	£135	Plampin Close	£0.00	*
47	Jan-10	Speed Radar Camera	£1,025	Cragston, Sudbury Road	£1,284.82	Returned July 2020
48	Jul-10	Dog Bin	£95	Sudbury Road - Footpath by Jordans	£0.00	*
49	Jul-10	Dog Bin	£95	Assington Road - Footpath by Manders	£0.00	*
50	Nov-10	Slide	£0	Playingfield	£0.00	Removed July 2020
51	Nov-10	Playground Fence	£0	Playingfield	£0.00	Removed July 2020
52	Aug-11	Picnic Table	£128	Playingfield	£0.00	*
53	Aug-11	Picnic Table	£128	Playingfield	£0.00	*
54	Jan-12	Litter Bin	£110	Village Hall Car Park	£0.00	*
55					£0.00	*
56	Jul-14	QDJ Bench	£328	Field	£420.49	
57	Oct-14	Pent hut	£0	Playingfield	£0.00	Removed 2018
58	May-16	Line Marker	£289	Garage in Recreation Ground	£0.00	*
59	Mar-17	Defibrillator & Cabinet	£820	Newton Green Golf Club	£0.00	Policy covers up to £5000 worth of Defib equipment.
60	Feb-18	Lap-top computer	£0		£0.00	Broke - replaced
61	Jan-19	Printer	£0	Clerk's House	£0.00	Broke Jun 2021
62	Apr-19	Lap-top computer	£0	Clerk's House	£0.00	Replaced March 2023
63	Jul-19	Bench	£269	Top of playingfield	£327.05	
64	Oct-19	Defibrillator & Cabinet	£0	Village Hall	£0.00	Replaced February 2023
65	Jul-20	Speed Indicator Device	£2,188		£2,555.63	
66	Nov-20	MUGA	£56,179	Recreation Ground	£0	
67	Jan-21	Forever Fit Equipment	£14,002	Recreation Ground	£0.00	
68	Aug-21	Play Equipment	£64,000	Recreation Ground	£0.00	
69	Feb-22	Various	£2,455	Recreation Ground	£158,754.33	
70	Apr-21	Dog Bin	£108	Rotten Row - on verge by Golf Course	£0.00	
71	Feb-22	Bus Shelter	£10,850	By Links View	£12,303.90	
72	May-22	3 x Defibrillators, cabinets and posts	£7,020		£5,205.06	
73				Office Contents	£0.00	
74	Jun-22	Litter Bin	£302	Recreation Ground	£0.00	*
75	Aug-22	Dog Poop Bag Dispenser	£79	Green by Village Hall entrance	£0.00	*
76	Aug-22	Dog Poop Bag Dispenser	£79	Green by Golf Club road	£0.00	*
77		Litter Bin	£100	Sudbury Road - Bus shelter opposite Saracens Head	£0.00	*
78					£0.00	
79		Land forming Newton Green			£0.00	Land registered to Newton Green Trust. NPC use Byelaws to prohibit anti-social behaviour on Newton Green
80	Feb-23	Defibrillator & Cabinet	£2,340	Village Hall	£0.00	Policy covers up to £5000 worth of Defib equipment.
81	Feb-23	Laptop computer	£503	Clerk's House	£719.50	
82	Feb-23	Projector	£375	Clerk's House	£0.00	
83	Feb-23	Projector Screen	£168	VH Cabinet	£0.00	
84	Jun-23	3 picnic tables and 4 benches.	£5,531	Recreation Ground	£5,531.00	
		Total	£184,951		£208,909.54	

* Value less than £250 excess of Aviva insurance so NPC resolved on 9th September 2009 (Minute 09/085 b) not to be covered.

Agenda Item 170c Insurance

I circulated the full renewal papers on 30/08/2023. The Schedule in terms of cover is extracted below.

NPC can also set-up a 3-year binding Long Term Agreement (LTA) with Hiscox at an LTA premium of £1,658.56. This means Newton Parish Council will commit to keep their policy with Hiscox Insurance Company Limited for the period of the LTA, which will expire 3 years from the original inception date. In return Hiscox Insurance Company Limited agrees not to increase the annual insurance premium, except for the following reasons:

- When there are changes to the material facts concerning your policy.
- Policy changes where the sums insured for assets covered against loss or damage are increased or decreased.
- The annual inflationary increase (index linking) applied to the sums insured for the assets covered against loss or damage.
- The imposition by the Government of a higher rate of Insurance Premium Tax (IPT).

Hiscox 22 Bishopsgate London EC2N 4BQ United Kingdom

Renewal SCHEDULE



Quote Reference - 117135430

The information contained on this page is confidential and should not be sent to third parties

INSURANCE DETAILS

Period of insurance :	Continuous cover from 01/10/2023 until the policy is cancelled
Date issued to insured :	27/08/2023
Underwritten by :	Hiscox Underwriting Ltd on behalf of the insurers listed for each section of the policy
Payment method :	Payment by Broker's Account

INSURED DETAILS

Insured :	Newton Parish Council
Address :	Cragston Sudbury CO10 0QH
Additional insureds :	There are no Additional Insureds on this policy
Business :	Parish Council
General terms and conditions wording :	11604 WD-HSP-UK-PAC-GTC(4) The General terms and conditions apply to this policy in conjunction with the specific wording detailed in each section below

PREMIUM DETAILS

Annual premium :	£1,436.22	Annual Tax :	£172.34	Total :	£1,608.56
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Associated Papers NPC for Meeting on 13th September 2023

Local councils & not-for profit organisations scheme

PROPERTY – BUILDINGS

Section wording 11600 WD-HSP-UK-PAC-PYB(5)
Insurer Hiscox Insurance Company Limited

Premises address	Sum insured
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Item description	Excess	Amount Insured
Total Buildings	N/A	£0
Gates and fences	£250	£0
Fixed outside equipment	£250	£9,046
Street furniture	£250	£32,983
War memorials	£250	£8,317
Playground equipment	£250	£158,755
Sports surfaces	£250	£0
Other surfaces	£250	£0
Rent receivable	£250	£0

Excess applies to: Each and every loss

Special excesses

Losses from subsidence £1,000 each and every loss

Additional cover (in addition to the overall limit/amount insured above)

Trace and access	£5,000
Emergency services	£5,000
Loss prevention costs	£25,000
Additions to buildings	£50,000
Inadvertent omissions	£500,000
Trees, shrubs and plants	£25,000
Bequeathed buildings	£50,000
Discharge of oil	£10,000 in total during any one period of insurance, across all Property sections combined
Contract works and site materials	£75,000

Endorsements

6351.0 Floating amount insured (Buildings)

Associated Papers NPC for Meeting on 13th September 2023

PROPERTY – CONTENTS

Section wording 11602 WD-HSP-UK-PAC-PYC(6)
Insurer Hiscox Insurance Company Limited

Item description	Excess	Amount Insured
General contents including computer and ancillary equipment	£250	£719
Civic Regalia	£250	£0
Gardening equipment, plant and machinery	£250	£0
Sports equipment	£250	£0
Rent payable	£250	£0

Excess applies to Each and every loss
Geographical limits: United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man

Additional cover (in addition to the overall limit/amount insured above)

Costs following glass breakage	£10,000
Additions to contents	£10,000 or 10% of the amount insured for contents, whichever is the greater
Money in the insured location while open for business or in a locked safe	£1,000
Money in transit or at the home of any councillor, trustee, employee or volunteer	£1,000
Money at all other times	£1,000
Money - non-negotiable instruments	£250,000
Identity fraud	£5,000
Personal effects	£5,000
Reconstitution of electronic data	£5,000
Reconstitution of other business documents	£5,000
Lock replacement	£10,000
Building damage by theft	£10,000
Personal assault - death	£10,000 per person
Personal assault - total loss or permanent and total loss of use of one or more limbs	£10,000 per person
Personal assault - total and irrecoverable loss of sight in one or both eyes	£10,000 per person
Personal assault - disablement which totally prevents the injured person from carrying out all parts of their usual occupation	£100 per week up to a maximum of 104 weeks
Metered water and fuel	£5,000
Outdoor items	£5,000
Marquees	£10,000
Refrigerated stock	£2,500
Undamaged tenant's improvements	£5,000
Contents temporarily elsewhere including whilst in transit	£25,000 or 10% of the amount insured for contents, whichever is the less

Associated Papers NPC for Meeting on 13th September 2023

Exhibitions stands and equipment temporarily elsewhere	£25,000 or 10% of the amount insured for contents, whichever is the less
Defibrillators	£5,000
Bequeathed property	£5,000
Fund raising events	£5,000
Contents kept at home	£25,000 or 10% of the amount insured for contents, whichever is the less
Fraud and dishonesty	£150,000 the aggregate per period of insurance

Agenda Item 170d Scribe Accounting Software

In all my time as a Parish Clerk, I have used Microsoft Excel to produce the councils' accounts. With my background in IT, I have not had any issues using the spreadsheets that I have created. When I have left councils, and given my successors training on the spreadsheets, there has only been one or two of the seven that have not had issues in using them. Not everyone can use Excel to the same degree.

Looking ahead, I am probably approaching my final few years as a Clerk & RFO, god willing. It is, therefore an opportune moment to look at another option that NPC has to produce its accounts.

Scribe Accounting software has been around for a number of years and is highly regarded in the sector. In my capacity as an Internal Auditor, I have reviewed many parishes that use the product and I am impressed by both the functionality, its price and the level of support that is behind the product.

I attach the quotation that Scribe has provided NPC to use its system from the 1st April 2024.

My thoughts are that we can use the software next year and together setup the system how NPC wishes to use it. Councillors will be able to access the system and undertake training sessions on the product should you wish to explore further. By undertaking a full year of accounts, including year-end, you will be familiar with the outputs of the system.

When I am eventually replaced as your Clerk and RFO, if the new person is not familiar with the product, then additional training can be provided by Scribe.

Scribe Accounting software comes with a one-off setup cost of £247 and an annual subscription fee of £348. These costs **cannot** be drawn down from NPC's CIL receipts.

Agenda Item 171e 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	Permission 17/08/2023
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/23/03525	Little Barn, Sudbury Road - Creation of a vehicular access (re-submission of DC/22/04495).	23/159a	Support	

Agenda Item 172 Footpaths

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

Agenda Item 175 Memorial and Village Sign

I circulated Tony Langley's views on the memorial on the 15th July 2023. Tony has looked after the planting around the memorial in succession to Harry Buckledee, but is now looking for NPC to continue with the maintenance. As the planting around the Village Sign is of a similar age, I asked Gary Flowers to look at both and give you an assessment of what can be done with the planting.

Gary's assessment is that the past two years have been difficult for the plants with a drought year followed by a year with above-average rainfall. In both cases, he suggests that more maintenance on both sites will help to restore the planting to former glories.

Memorial

He suggests a tidy-up of the plants ahead of the Remembrance Service in November, followed by a hard cut following the service. During the maintenance programme in 2024 a further assessment can be made on the success or otherwise. He also recommends that the Tommy statue is removed following the Remembrance Service and put out each year.

There are some cracks in the foundation that require filling and painting.

Village Sign

The plants are in a much better condition than the Memorial planting. He suggests a hard cut following the Remembrance Service and regular cutting programme during 2024.

Associated Papers NPC for Meeting on 13th September 2023

Agenda Item 176 Year Plan

NPC Tasks	Complete	Budget (ex VAT)	Apr-23	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan-24	Feb	Mar
Projects														
Recreation Ground	Yes		▲	▲										
Parish Infrastructure Investment Plan (PIIP)	Yes				▲	▲								
Asset Replacement	1st Phase					▲	▲		▲					
Fireworks		£850				▲								
Broadcast of meetings												▲		
Statutory														
Website accessibility					▲	▲		▲			▲			▲
GDPR						▲							▲	
Budget 2024 / 2025											▲			
Precept 2024 / 2025												▲		
Policy & Procedures														
Review Standing Orders & Financial Regulations	Yes					▲	▲							
Risk Assessment												▲		
Internal Controls												▲		
Asset Register								▲						
Policies Review	Yes					▲	▲							
			▲				▲			▲				
			NPC Decision				NPC Monitor				Complete			