

### **Agenda Item 117      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 120      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 121      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	Community Wardens cut back hedge in Sudbury Road overgrowing pavement. Have now sent invoice to owner for the Community Warden and postage costs.	✓
23/074	Reviewed paint on an item of play equipment. No action at this time.	✓
23/074	Wrote to the householder in Rotten Row regarding pipe.	
23/076	Website and SALC updated regarding NPC Chairman.	✓
23/077	Website and SALC updated regarding NPC Vice Chairman.	✓
23/080	SALC updated re NPC's readoption of GPoC.	✓
23/082	Minutes sent to BRN and updated on website.	✓
23/083	Website update with members of HR & Standards committees.	✓
23/084	Outside bodies updated with NPC's representatives.	✓
23/085	Letter of engagement sent to Heelis & Lodge.	✓
23/088	Wrote to Gt Cornard PC re footpath.	✓
23/090 a, b	Payments made to suppliers, individuals and organisations. £20,000 transferred to Savings account.	✓
23/090 c	Three picnic tables and three benches installed in playing field. Location of final bench to be agreed by councillors	
23/090 d	Cabinet installed in Village Hall	✓
23/091	Planning responses sent to Babergh.	✓
	<b>Clerk's Actions &amp; Delegated Power</b>	
	Litter bin removed from Plampin Close due to damage to base.	
	<b>Clerk Hours</b>	
	Up until the 4th June 2023 - 108 hours paid / 116 hours worked.	

# Associated Papers NPC for Meeting on 14<sup>th</sup> June 2023

## Agenda Item 122a RFO Report

### Unity Receipts & Payments 2023 / 2024

Date	Details	Power	Receipts		Payments	
18/05/23	Transfer from Current		20,000.00	Y	0.00	
18/05/23	Transfer to Savings		0.00		20,000.00	Y
31/05/23	Sudbury Office Supplies - Cabinet	Localism Act 2011 ss 1 to 8	0.00		209.84	Y
14/06/23	ElanCity - SID packaging	Localism Act 2011 ss 1 to 8	0.00		60.05	
14/06/23	ElanCity - SID repair	Localism Act 2011 ss 1 to 8	0.00		528.64	
14/06/23	Glasdon - Picnic tables & benches	Localism Act 2011 ss 1 to 8	0.00		6,637.76	
14/06/23	DF Crimmin - Salary April to June	Localism Act 2011 ss 1 to 8	0.00		2,296.40	
14/06/23	DF Crimmin - WFHA April to June	Localism Act 2011 ss 1 to 8	0.00		78.00	
14/06/23	HMRC - Clerk Tax	Localism Act 2011 ss 1 to 8	0.00		574.00	
14/06/23	HMRC - Ers NI	Localism Act 2011 ss 1 to 8	0.00		82.16	

### Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Unity Current Account	02/06/23	£16,273.69	£6,016.68	£10,257.01	£0.00	£0.00
Unity Trust Savings Account	31/05/23	£45,119.67	£45,119.67			£0.00
		£61,393.36	£51,136.35	£10,257.01	£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	£78.00	
CIL	£0.00	£4,836.56	Donations	£800.00	£0.00	
Bank Interest	£50.00	£0.00	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	£6,904.06
			Village Hall Hire	£390.00	£0.00	
			VAT Paid	£0.00	£1,370.81	
			NNP	£0.00	£0.00	
<b>Total</b>	<b>£18,970.01</b>	<b>£17,820.50</b>	<b>Total</b>	<b>£27,523.93</b>	<b>£26,251.71</b>	<b>£11,800.44</b>
			Assets Carried Forward			£51,136.35
<b>Total</b>		<b>£62,936.79</b>	<b>Total</b>			<b>£62,936.79</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		

**Agenda Item 122b Litter Bin**



The same bin as in the playing field (deep green) with ground fixing device will cost approximately £340 + VAT.

**Agenda Item 123c 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/23/01144	Land West Of Blacksmith Close, Sudbury Road - Erection of 9No dwellings.	23/066b	Object	REFUSED 16/05/2023
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	
DC/23/01859	14 Church Road - Erection of two-storey side and single-storey rear extensions and front porch.	23/091b	Object	

**Agenda Item 126 Parish Infrastructure Investment Plan (PIIP)**

The draft PIIP is attached.

**Agenda Item 127      Traffic Calming**

In response to the question raised at the last meeting regarding having SID's up permanently on the two posts in Newton, Mike Mottram, Transport, Travel and Safety Manager at SCC said

*"You're spot on. We have a policy of not approving permanent SIDs.*

*It is great to hear that the temporary SIDs are proving effective. I'm very familiar with the route as I travel between Sudbury and Hadleigh and they always catch my eye.*

*The only additional measure that I could suggest is an ANPR SID device which we would install a few times a year. Drivers caught over the speed threshold would be sent a letter."*

As I understood from James Finch that Newton had been put forward for the ANPR Pilot, Mike has put me in touch with the team running the scheme. I hope to have a further update by the meeting.

**Agenda Item 128      email communication with Newton residents**

I am happy to commit to an email newsletter every two months distributed to Newton residents who sign up to receive the service. I will have a form on the website for people to complete that will request their Name, Address and email address. I will check the name and address with the Electoral Role. Councillors are to receive the newsletter by default.

Ahead of the meeting, I will send you a sample email for your review.

If the person subsequently wishes to unsubscribe from the service, a simple email to me requesting to be removed from the list will be sufficient.

**Agenda Item 130      Walk of Parish**

In the past, councillors have walked the parish annually to inspect the council's assets. We now have an opportunity to review this process and see if we can structure it more in line with today's needs.

We could allocate tasks to councillors in terms of keeping an eye on the village, the council's assets and council services. If an issue arises, then the councillor can take an agreed action or contacts me to resolve it.

The task/frequency of check, can be defined as follows:

- Grit, dog and litter bins in the parish (excluding playing field) / monthly
- Benches in parish (excluding playing field) / quarterly
- Allotments / monthly
- SID / monthly
- Playing field / weekly
- Footpaths / monthly
- MUGA tennis bookings / ongoing
- Road and grass-cutting issues / monthly.

## Associated Papers NPC for Meeting on 14<sup>th</sup> June 2023

### Agenda Item 132 NPC Year Plan

#### NEWTON PARISH COUNCIL Business Plan 2023 to 2024

	NPC Tasks	Complete	Budget (ex VAT)	Apr-23	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan-24	Feb	Mar	Apr
3	Projects															
4	Recreation Ground			▲												
5	Parish Infrastructure Investment Plan (PIIP)					▲										
8	Asset Replacement						▲									
9	Fireworks						▲									
21	Broadcast of meetings												▲			
22																
23	Statutory															
24	Website accessibility					▲			▲			▲			▲	
25	GDPR									▲				▲		
26	Budget 2023 / 2024											▲				
27	Precept 2023 / 2024												▲			
28																
29	Policy & Procedures															
30	Review Standing Orders & Financial Regulations						▲									
31	Risk Assessment												▲			
32	Internal Controls												▲			
33	Asset Register								▲							
34	Policies Review						▲									



NPC Decision



NPC Monitor



Complete