

Associated Papers NPC for Meeting on 20th March 2024

Agenda Item 36 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 39 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 40 Clerk's Report

Minute	Action	Complete ✓
22/117	Awaiting NGT confirmation of location of defibrillator at Little Green.	
23/206	Babergh to repair the second Rectory Road nameplate.	
23/209	Stonemason report on War Memorial to be reviewed on 20/03/2024.	
23/222	Clerk liaising with Community Wardens re RoSPA report on play equipment.	
24/009	Contractor to review cutting of FP 2.	
24/010	Report on allotments tenants to be reviewed on 20/03/2024.	
24/021	Minutes sent to BRN and updated on website.	✓
24/023	Free portrait of the King ordered.	✓
24/025	Planning responses sent to Babergh.	✓
24/026 a	Payments made to suppliers, individuals and organisations.	✓
24/026 b	Transfer of £20,000 made from Savings to Current bank account.	✓
24/028	Signed allotment land transfer forms returned to BWB.	✓
24/029	Results of Parish Survey published on website.	✓
24/031	Litter bins installed by bus shelters on the Green.	✓
	Clerk's Actions & Delegated Power	
	None.	
	Clerk Hours	
	Up until the 10th February 2024 - 588 hours paid / 551.75 hours worked.	

Agenda Item 41d Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/23/05898	Hurrells Farm, Boxford Lane - Application under Section 19 of The Town and Country Planning Act 1990 for Listed Building Consent DC/20/04875 - Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access. To Vary Condition 2 (Approved Plans and Documents) as per drawing 2565 - P01 and Heritage Statement.	24/007a	Support	Permission 04/03/2024
DC/23/05897	Hurrells Farm, Boxford Lane - Application under S73 for the Removal or Variation of a Condition following grant of DC/20/04874 dated 10/06/2021 Town and Country Planning Act 1990 (as amended) Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access - To vary Condition 2 (Approved Plans and Documents) as per drawing 2565-P01 and Heritage Statement.	24/007b	Support	Permission 04/03/2024
DC/24/00246	Valley Farm House, Valley Road - Proposed boundary treatments following receipt of Breach of Planning Conditions letter EN/22/00206 (re-submission of DC/23/03649).	24/025a	Support	
DC/24/00389	Otium, Joes Road (part In The Parish Of Great Cornard) - Erection of triple garage with solar panels to roofslope.	24/025b	Object	Withdrawn
DC/24/00386	Willow Farm, Further Street, Assington - Change of use of agricultural land and excavation of a field to create a Private Lake.	24/025c	No comment	

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Agenda Item 42a RFO Report

Unity Receipts & Payments 2023 / 2024

Date	Details	Cheque	Power	Receipts	Payments
15/02/24	Transfer from Savings			20,000.00	0.00
20/03/24	Newton Green Village Hall - Hall Hire 2023 to 2024		Localism Act 2011 ss 1 to 8	0.00	420.00
20/03/24	Glasdon - 2 litter bins		Localism Act 2011 ss 1 to 8	0.00	545.21
20/03/24	DF Crimmin - Expenses 1 Sep 2023 to 29 February 2024		Localism Act 2011 ss 1 to 8	0.00	862.50
20/03/24	Sudbury TC - Additional hours and mileage costs 2023 to 2024		Localism Act 2011 ss 1 to 8	0.00	288.71
28/03/24	DF Crimmin - Salary Jan to Mar		Localism Act 2011 ss 1 to 8	0.00	2,422.36
28/03/24	DF Crimmin - WFHA Jan to Mar		Localism Act 2011 ss 1 to 8	0.00	78.00
28/03/24	HMRC - Clerk Tax		Localism Act 2011 ss 1 to 8	0.00	605.60
28/03/24	HMRC - Ers NI		Localism Act 2011 ss 1 to 8	0.00	103.91
15/02/24	Transfer to Current			0.00	20,000.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Unity Current Account	11/03/24	£6,494.08	£1,167.79	£5,326.29	£0.00	£0.00
Unity Trust Savings Account	11/03/24	£25,941.94	£25,941.94			£0.00
		£32,436.02	£27,109.73	£5,326.29	£0.00	

Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£45,116.29				
Income			Expenditure			
Precept	£18,242.81	£18,242.81	Clerks Salary	£12,011.23	£12,527.46	
Grants	£177.20	£212.64	Clerk's Pension	£1,260.48	£0.00	
Recycling	£500.00	£479.35	Admin	£2,000.00	£1,787.97	
CIL	£0.00	£4,836.56	Donations	£800.00	£300.00	
Bank Interest	£50.00	£822.27	Annual Subscriptions	£485.00	£452.01	
VAT Repayment	£0.00	£3,599.17	Footpath Maintenance	£400.00	£360.00	
Other	£0.00	£1,800.00	Insurance	£1,500.00	£1,658.56	
			Inspection	£563.00	£430.00	
			Maintenance	£500.00	£55.75	
			Projects	£500.00	£0.00	
			CIL	£27,523.93	£5,842.00	£23,007.30
			Village Hall Hire	£390.00	£420.00	
			VAT Paid	£0.00	£5,250.31	
			Other	£0.00	£1,750.00	
Total	£18,970.01	£29,992.80	Total	£27,523.93	£26,251.71	£47,999.36
			Assets Carried Forward			£27,109.73
Total		£75,109.09	Total			£75,109.09

Project Committed Spending						
Meeting Date	Minute	Supplier	Cost Net	VAT	Total	Budget
15/06/22	22/113	Sudbury TC	£185.00	£37.00	£222.00	CIL
13/09/23	23/170d	Scribe	£595.00	£119.00	£714.00	Projects / Admin
			£780.00	£156.00	£936.00	

Associated Papers NPC for Meeting on 20th March 2024

FUNDS	
General Reserves (50% of Budgetted Expenditure)	£10,204.86
Current year balance	£2,171.68
Restricted Funds	
CIL	£9,353.19
Newsletter	£2,880.00
Total Restricted	£12,233.19
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	£27,109.73
Unrecovered VAT	£5,250.31

Associated Papers NPC for Meeting on 20th March 2024

Agenda Item 42a Clerk Expenses

		Postage					Printing			Travel
Date	Description	1st	2nd	Other	Date	Description	A4 Print	A3 Print	Lams	Miles
21/02/24	Letters to allotment garden tenants		6		07/09/23	New Councillor folder	65	1		
					07/09/23	Polices & Procedures x 7	224			
					07/09/23	Meeting Pack & Notices	167		4	
					12/10/23	Notices	8		8	
					16/10/23	Meeting Pack & Notices	86			
					20/10/23		65			
					23/10/23	Solicitors				6
					03/11/23	Notices	4		4	
					06/11/23	Meeting Pack	94			
					06/11/23	RoSPA report	56			
					15/11/23		28			
					07/12/23	Meeting Pack& Notices	174		4	
					13/12/23		145			
					04/01/24	Notices & printing	48		4	
					08/01/24	Meeting Packs	209			
					11/01/24		56			
					16/01/24	Parish Survey	600			
					06/02/24	Survey Responses	25			
					08/02/24	Notices	4		4	
					12/02/24	Meeting Packs	95			
					14/01/24		25			
					15/01/24		18			
					16/01/24	Papers to solicitors				6
					20/02/24		55			
		0	6				2251	1	28	12
		£0.00	£4.50	£0.00			£157.57	£0.14	£5.60	£5.40
Expenditure on behalf of Newton Parish Council										
Date	Description	Ref	Gross	VAT	Net					
05/09/23	Microsoft 365 App for Business for 1/8/2023 to 31/8/2023	1	£9.48	£1.58	£7.90	Admin				
05/10/23	Microsoft 365 App for Business for 1/9/2023 to 30/9/2023	2	£9.48	£1.58	£7.90	Admin				
05/11/23	Microsoft 365 App for Business for 1/10/2023 to 31/10/2023	3	£9.48	£1.58	£7.90	Admin				
15/11/23	McAfee Anti-Virus subscription one year	4	£89.99	£0.00	£89.99	Admin				
06/12/23	Microsoft 365 App for Business for 1/11/2023 to 30/11/2023	5	£10.32	£1.72	£8.60	Admin				
05/01/24	Microsoft 365 App for Business for 1/12/2023 to 30/12/2023	6	£10.32	£1.72	£8.60	Admin				
12/01/24	BestHost newton-pc.gov.uk renewal till 15/02/2026	7	£98.00	£0.00	£98.00	Admin				
02/02/24	BestHost Email ultimate and DNS Zone annual subscriptions	8	£79.50	£0.00	£79.50	Admin				
05/02/24	Microsoft 365 App for Business for 1/1/2024 to 30/1/2024	9	£10.32	£1.72	£8.60	Admin				
07/02/24	JRB Enterprises 10 x Economy Dispenser Bags for Poop Bins	10	£297.60	£49.60	£248.00	CIL				
16/02/24	Geosphere - Parish Online licence	11	£64.80	£10.80	£54.00	Admin				
	Postage		£4.50		£4.50					
	Printing		£157.71		£157.71					
	Laminates		£5.60		£5.60					
	Travel Costs		£5.40		£5.40					
	Total		£862.50	£70.30	£792.20	Balanced				
	Mileage rate from 6/4/2011	45p								
	1st Class Post	£1.25p				Admin	£544.20			
	2nd Class Post	75p				CIL	£248.00			
	A4 Printing per page	7p				Projects				
	A3 Printing per page	14p				Maintenance				
	Laminates	20p				VAT	£70.30			
							£862.50			

Agenda Item 42b Earmarked Reserves

With the position of General Reserves at the end of the year, in addition to Legal Fees and Elections costs, I am proposing that an Asset Replacement reserve of £2,000 be established. This reserve will be required in the future when there is no guarantee that CIL Receipts will be available to the council.

Earmarked Reserves	
Asset Replacement	£2,000.00
Village Hall	£0.00
Legal Fees	£1,000.00
Election Costs	£1,500.00
Total Earmarked Reserves	£4,500.00

Agenda Item 42c Footpath cutting

David Gotts will provide 6 footpath cuts at £60 per cut, the same as in 2023. He will review FP2 when he is next in the village.

Agenda Item 42c Grass & Hedge cutting

Flowers Groundcare has provided the following quotation for grass and hedging cutting in 2024:

- Grass cutting around play equipment, fitness equipment and MUGA - up to 16 cuts @ £50 per cut = £800
- Cutting of hedges around play equipment - 2 @ £50 = £100
- Maintenance of War Memorial and Village Sign hedging and grass surrounds = £300

Total Cost £1,200.

These are the same rates as 2023.

Agenda Item 42e Donations

Kernos

Hello,

I am emailing you from the Kernos Centre in Friars Street, Sudbury, Suffolk. We are a local charity providing psychological and emotional support, with a particular focus on seeing those on benefits or very low incomes who would not otherwise afford help.

I am a new volunteer and have been asked to apply for much needed funding from the local parish council.

The Kernos is now in its 20th year, and we are the only local service providing psychological and emotional support, through counselling, to everyone.

Our aim is to work with clients until therapy has had time to have a significant positive impact on their mental well-being, preventing them coming back through the “revolving door” of mental health services in the future. Issues that clients present include depression, anxiety, present and past abuse, eating disorders, suicide attempts, domestic abuse, bereavement and much more. We see large numbers of children and adolescents who may be suffering from the above issues and difficulty attending school, self-harm, bullying and being at risk of running away.

The Kernos Centre is unique to Sudbury and the surrounding area. It is always difficult to prove or quantify the benefits of preventative work, but we know how effective our work is through feedback collected before and after counselling.

Clients report that they can find ways of managing challenging situations and discovering new solutions. They feel able to re-engage with their families, local communities and to move forward in their lives. People start to value themselves again and therefore feel able to participate fully in society. Since 2003 we are proud to report we have seen over 4,600 clients and want to continue to be able to do so. We realise that every charity is being squeezed financially and is competing for funds from ever decreasing pots, but we need approximately £100,000 a year to remain open. Any amount you can donate would be gratefully received to continue supporting local people.

I am hoping this email is enough to apply for a donation from you, but if not please could you kindly assist me and let me know when and how I apply.

APPLICATION FOR A DONATION FROM NEWTON PARISH COUNCIL

Date: Tuesday, 29 August 2023

Organisation Name: Kernos Centre

Registered Charity Number (if applicable): 1097354

Address: 32-34 Friars Street, Sudbury, Suffolk, CO10 2AG

Email: admin@kernos.org

Telephone: 01787 882883

Contact Name: Louise Richardson

Amount required: Anything will be very gratefully received.

Purpose: To make counselling available to people in need, when they need, for as long as they need.

Please explain the direct benefit to the Parish of any activity of your organisation within last 12 months including the number of residents who have benefitted from this work:

Our services are available to all your parish residents including both adults and children.

The proportion of overall activity that the work within / for the parish represents in percentage terms of the applicant's work:

Other relevant information in support of application:

It costs £100,000 annually to continue to run Kernos.

Send application to:

Newton Parish Council, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH

Email clerk@newton-pc.gov.uk Telephone 01787 375085



Honorary President: Mrs Margeret Marks

Registered Charity Number: 1168764

4

Unit 1b, Woolpit Business Park, Windmill Avenue, Woolpit, Bury St Edmunds, Suffolk, IP30 9UP
www.sars999.org.uk 01359 244186 admin@sars999.org.uk

11 March 2024

Mr D Crimmin
Clerk to Newton Parish Council
Cragston
Sudbury Road
Newton
SUDBURY CO10 0QH

Dear Mr Crimmin

I should like to take this opportunity to bring your Parish Council up to date on the work of SARS and, to this end, I am attaching a summary of our activity in 2023 for the perusal of yourself and your Councillors. As the accompanying report will illustrate, our charity continues to attend serious medical emergencies all around Suffolk and its boundaries.

In the last year, we were mobilised to incidents in over 128 different locations across our region and many Suffolk villages and towns saw multiple attendances from SARS clinicians during the course of the year. In 25% of these incidents, SARS clinicians were the first emergency medical resource on scene. This speed of response emphasises the positive impact our charity is making within the local community and is a testament to the ongoing commitment of SARS clinicians who have maintained this voluntary service for over 51 years. In 2023, SARS also increased its public education programme that focuses on raising awareness of the importance of learning CPR and how to use a defibrillator. Over 1000 people attended free SARS CPR sessions in 2023 and learnt how to save a life!

Over the coming year, we want to increase our number of clinical responders to enable us to bring benefit to more patients within our local communities. This will involve investing in training, equipment and administrative support. It remains a challenging environment for raising funds and we are facing rising equipment costs. We receive no central government funding and therefore rely on your voluntary grants and donations to maintain and expand our clinical operations.

We hope that your Parish Council can help support our life-saving service around Suffolk. If you have any specific questions about this appeal please get in touch via our head office on 01359 244186. You can also follow us on our facebook page, facebook.com/sarshq or visit our website www.sars999.org.uk to gain a greater insight into Suffolk Accident Rescue Service and why we need your support.

Our annual report can be downloaded from the Charity Commission site via this link,
<https://register-of-charities.charitycommission.gov.uk/charitysearch/-/charity details/5076117>

Kind Regards

Sue Groom
Volunteer Fundraising Administrator



**Sudbury & South Suffolk
Citizens Advice**

Keyse House
Acton Lane
Sudbury
CO10 1QN

Tel: 01787 321400

email: alan.braithwaite@sudburycab.org.uk

www.sudburycab.org.uk
www.citizenadvice.org.uk

Dear Council Chair and Clerk

Impact Report and Appeal for Funding

Sudbury and South Suffolk Citizens Advice works across South Suffolk 'helping make lives easier' through our advice and expertise – especially now in the face of the cost-of-living crisis.

I am writing to attach our annual Impact Report for the year ending March 2023. It tells the story of our post-pandemic success during the year, returning more than £700,000 to the local economy, an increase of 80% over the previous year. It also shows the high levels of client satisfaction that we have been able to sustain, as well as the increase in case complexity that clients present to us. Client numbers show an upward trend from month to month; our committed team of staff and volunteers are working hard to meet their needs.

There are around 7,500 people in income deprivation in the Babergh district – many hidden in rural villages. This number represents around 4,000 households. We know that the cost-of-living crisis has a way to run as the full impact of higher interest rates continues to bite. We also know that we reach less than 40% of these households that might need our advice. We need to do more.

Yet, the environment for funding our excellent service has tightened considerably and we are facing a budget deficit this year of £90,000. Repairing this deficit is now the Board's #1 priority as we cannot sustain that for long.

This letter is to ask two things of your council and local community:

1. Can you please promote our work in your community and refer them to our new website through which they can access our services <https://www.sudburycab.org.uk>. We will happily come and talk to your village meetings about our work and experience – please ask;
2. Please would make a donation to our work? A few hundred £s from across all the villages in the district would go a long way to closing the gap.

We very much hope you can help, and we would be pleased to work more closely with your community.

Thank you and, yours sincerely.

Agenda Item 43 Footpaths

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

Agenda Item 44 Allotments

We still await confirmation of the transfer of the allotment land to NPC.

I have received responses from all but 2 of the tenants advised to us by Michael Oliver. I have also established a tenant that was not on Michael's list (but has a tenancy agreement). I will be forwarding a report of the existing arrangements ahead of your meeting.

Agenda Item 46 GDPR

Please refer to the GDPR Data Map as of 12th March 2024, which is included with the meeting papers.