

NEWTON PARISH COUNCIL

Minutes of Meeting held on 2nd June 2021 at Newton Village Hall

Present: Councillors Paul Presland (Chairman), Russell Bower, David Everett, Rita Schwenk, Laura Smith and Phil Taylor.

Attending: James Finch (Suffolk County Councillor), Bradley Smith (Sudbury Town Council) and Dave Crimmin (Clerk).

21/106 Apologies for Absence

Cllr Vince and Lee Parker (Babergh District Council) sent their apologies.

21/107 Declaration of Interests and Requests for Dispensation

Cllr Smith declared a non-pecuniary interest in item 21/113b as she works at Boxford School and Cllr Bower declared a non-pecuniary interest in item 21/113c as he uses one of the contractors. No request for dispensation had been received.

21/108 Minutes of Meeting held on 5th May 2021

The minutes of the meeting were approved by the councillors who resolved that the minutes should be signed by the Chairman as a correct record.

21/109 Public Forum

Councillors reviewed James Finch's previously submitted report and he updated them on COVID, Rapid Flow tests and the Bramford to Twinstead upgrade proposals. Following a discussion on the impacts of the Bramford to Twinstead project, the councillors resolved to respond to the EIA Scoping consultation currently being undertaken by the Planning Inspectorate.

21/110 Sudbury Town Council's Community Wardens

Bradley Smith, Manager of the Community Wardens, presented to councillors the services that NPC could contract to both within their Service Level Agreement (SLA) and the SCC Community Self Help Scheme. The councillors asked a number of questions on the service that Newton could expect. Bradley was thanked by the Chairman for his time in attending the meeting on what appeared to be a very expansive service.

Bradley Smith left the meeting.

The councillors resolved to contract the Community Wardens for one hour per week / fifty hours per year, which would cover the movement and management of the SID throughout the year as well as other services. The Clerk to agree the SLA with Sudbury Town Council.

21/111 Emails circulated

Following a review of the emails circulated there were no further actions requested of the Clerk.

21/112 Clerk's Report

Following a review of the Clerk's report (Appendix A) there were no further actions requested by the councillors.

21/113 Finance

- a. All cheques signed and due for signing, as itemised in the RFO Report (Appendix B), plus a VAT repayment of £3,910.38, were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.

Signed _____

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- b. The councillors reviewed the request from the Friends of Boxford School for help towards the costs of a new library and resolved to donate £350.
- c. The councillors reviewed the two quotations for the trenching work from the village hall to the Recreation Ground and resolved to award contract to Ambrose at a cost of £480 +VAT.
- d. Cllr Presland and the Clerk will visit Barclays on the issue of the correspondent address for NPC accounts.

21/114 Planning

- a. The councillors reviewed **Planning Application DC/21/02694 Fairways, The Green** - Erection of 1 No dwelling (following demolition of existing dwelling and outbuildings) and resolved to support the application subject to a condition being applied to any permission that the footpath is clearly marked at both entry points to the property.
- b. The councillors reviewed **Adjoining Parish Planning Application DC/21/01460 Chilton Woods Mixed Development, Land North Of Woodhall Business Park** - Discharge of Conditions Application for B/15/01718- Condition 8 (Design Code) and resolved they had no comment.
- c. The councillors reviewed **Adjoining Parish Planning Application DC/21/02764 Chilton Woods Mixed Development, Land North Of Woodhall Business Park** - Reserved Matters application for Residential Phase 1 (matters relating to Appearance, Landscaping, Layout and Scale) comprising erection of 200 no. dwellings, residential amenities, open space, parking and associated development and Discharge of Conditions) and resolved they had no comment.
- d. No further planning application had been received since the agenda was posted requiring a response before the next meeting.
- e. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C).

21/115 Recreation Ground

Cllr Presland updated councillors on the MUGA and it was agreed that:

- The councillors will review a tarmac join on the surface of the MUGA
- Re-seeding of the rotovated area around the MUGA will take place in the autumn.

Cllr Presland updated councillors that Wicksteed are expected to start work at the end of June with installation complete before August.

The Clerk updated councillors that All Play Solutions has now refunded NPC of their deposit. The Clerk was asked to see if APS still has a key for the field gate and when they are planning to put a surface in the middle of the Forever Fit Equipment.

Cllr Everett provided the following MUGA usage statistics for the past two months:

- April - 43 bookings totalling 52 hours
- May (9 days closed due to painting) - 17 bookings totalling 19 hours.

21/116 Neighbourhood Plan

Cllr Presland updated councillors that NPC has responded to the points raised by Babergh following the close of the Regulation 16 consultation on Newton's NP. The council has also been informed that that Ann Skippers MRTPI is the Independent Examiner of Newton's NP and has commenced the process of review.

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With the decision to use the Community Wardens to manage the operation of the SID, Cllr Bower was thanked for all his effort over the past two years in getting the scheme into operation.

21/118 Assets

- The Tree Warden will replace the commemorative tree
- The dog bin has been installed by the Community Wardens
- Work on refurbishing the Village Sign and the Church Road sign is being progressed by the volunteer
- NPC are still awaiting the proposals for the replacement bus shelter from SCC.

21/119 Babergh scheme for trees, hedges and wildflowers

Cllrs Smith and Schwenk will prepare the submission to Babergh for proposed plans in Newton for trees, hedging and wildflower seeds.

21/120 Litter Pick

The councillors reviewed the Risk Assessment for the litter pick on the 26th June 2021 starting at 10am and Cllr Bower will update in line with COVID restrictions applicable for the event.

21/121 Village Hall and Trust updates

The NGT are holding a meeting next week and will review Cllr Smith's suggestion of wildflower areas on the Recreation Ground. The Village Hall Committee are planning a re-opening celebration, has purchased new chairs and plan to clad the extension. Cllr Schwenk was asked to raise the issue of wi-fi at the Village Hall and the clearance of the ditch.

21/122 Questions to the Chair

Cllr Presland informed councillors that he had spoken to the site manager at the Granville development on the A134 regarding the incident of a lorry waiting on the pavement before unloading materials to site. The incident is not expected to be repeated.

21/123 Next Meeting

The next meeting on Wednesday 14th July 2021 at 7.30pm.

The meeting closed at 9.38pm.

Appendix A Clerk's Report

Minute	Action	Complete ✓
20/265	Response sent to resident, but unfortunately his reply did not take kindly to the information supplied. Councillors to review policy.	
20/290	Signage requirements for All Play Solutions is outstanding.	
21/075	Cllr Bower to produce Risk Assessment re SID deployment.	
21/076	Dog bin installed by Community Wardens.	✓
21/080	"Cars for Sale" warning sign still to be ordered.	
21/082	Chairman and representative details advised to SALC.	✓
21/086	Minutes sent to Newsletter and updated on website.	✓
21/088	Representative details advised to organisations and updated on website.	✓
21/089	Letter of engagement sent to Heelis & Lodge.	✓
21/094 f	Payments made to suppliers, individuals and organisations.	✓
21/095	Planning response(s) sent to Babergh.	✓
21/097	Response sent to Babergh re Newton NP.	✓

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Appendix B RFO Report

Receipts & Payments

Date	Details	Cheque	Power	Receipts		Payments	
08/04/21	Babergh Precept, Recycling & CIL			14,488.26	Y	0.00	
14/04/21	AIS - FFE Inspection	101276	Localism Act 2011 ss 1 to 8	0.00		192.00	Y
19/04/21	Babergh Grant			256.00	Y	0.00	
26/04/21	VAT Repayment			352.64	Y	0.00	
05/05/21	SALC - Annual Subscription	101277	Localism Act 2011 ss 1 to 8	0.00		269.30	
02/06/21	Heelis & Lodge - Audit Fee	101278	Localism Act 2011 ss 1 to 8	0.00		235.00	
02/06/21	BDC - Dog & Litter bin emptying	101279	Localism Act 2011 ss 1 to 8	0.00		558.80	
30/06/21	DF Crimmin - Salary Apr to June	101280	Localism Act 2011 ss 1 to 8	0.00		2,024.90	
30/06/21	DF Crimmin - WFHA Apr to June	101280	Localism Act 2011 ss 1 to 8	0.00		78.00	
30/06/21	HMRC - Clerk Tax	101281	Localism Act 2011 ss 1 to 8	0.00		506.20	
30/06/21	HMRC - Er's NI	101281	Localism Act 2011 ss 1 to 8	0.00		44.31	

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	30/04/21	£100.00				
Premium Accounts	30/04/21	£54,454.57	£50,838.06	£3,716.51	£0.00	£0.00
Tracker Account	30/04/21	£1,165.05	£1,165.05	£0.00	£0.00	£0.00
		£55,719.62	£52,003.11	£3,716.51	£0.00	

Actual vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£40,814.72				
<u>Income</u>			<u>Expenditure</u>			
Precept	£10,518.00	£5,259.00	Clerks Salary		£10,304.00	£2,575.41
Grants	£1,677.20	£256.00	Admin		£1,650.00	£78.00
Recycling	£400.00	£331.80	Donations		£800.00	£0.00
CIL / Other	£0.00	£8,897.46	Annual Subscriptions		£425.00	£269.30
Bank Interest	£25.00	£0.00	Footpath Maintenance		£300.00	£0.00
VAT Repayment	£0.00	£352.64	Insurance		£1,135.00	£0.00
			Inspection		£415.00	£235.00
			Maintenance		£2,000.00	£465.67
			Projects		£1,500.00	£160.00
			CIL / Other	£30,431.35	£0.00	£0.00
			Village Hall		£300.00	£0.00
			VAT Paid		£0.00	£125.13
			Contingency		£0.00	£0.00
			NNP		£200.00	£0.00
Total	£12,620.20	£15,096.90	Total	£30,431.35	£19,029.00	£3,908.51
			Assets Carried Forward			£52,003.11
Total		£55,911.62	Total			£55,911.62

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Appendix C Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/20/03810	Perrywood Garden Centre, Newton Road - Erection of a new garden centre building (Use Class A1) including restaurant, enclosed and open canopies and outdoor sales area. Erection of a glasshouse and store. Partial demolition of and erection of an extension to the existing garden centre building (to be used for Use Classes A1 and B1). Erection of a replacement potting shed. External alterations of the existing barn. Erection of electricity sub-stations and an electricity distribution building. Provision of landscaping, car parking areas, wildlife area and outdoor events space.	20/250a	Support	
DC/20/05183	Chilton Woods Mixed Development Land, North Of Woodhall Business Park, Sudbury - Reserved matters application for Phase 1 (Infrastructure) (matters relating to layout, scale, appearance and landscaping) for the installation of site wide infrastructure, including spine road, sustainable drainage scheme and associated services, infrastructure, landscaping and ecological enhancements details pursuant to Outline Planning Permission ref. B/15/01718, dated 29th March 2018 (Outline application (with all matters reserved except for access) - Erection of up to 1,150 dwellings (Use Class C3); 15ha of employment development (to include B1, B2 and B8 uses, a hotel (C1), a household waste recycling centre (sui generis) and a district heating network energy centre); village centre (comprising up to 1,000m2 Gross Floor Area (GFA) of retail floor space (A1, A2, A3, A4 and A5), village hall (D2), workspace (B1a), residential dwellings (C3), primary school (D1), pre-school (D1) and car parking); creation of new vehicular access points and associated works; sustainable transport links; community woodland; open space (including children's play areas); sustainable drainage (SuDS); sports pavilion (D2) and playing fields; allotments; and associated ancillary works.)	20/287b	No Comments	Permission 29/04/2021
DC/20/04875	Hurrells Farm, Boxford Lane - Application for Listed Building Consent - Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access.	20/287d	Support	
DC/20/04874	Hurrells Farm, Boxford Lane - Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access.	20/287d	Support	
DC/20/05183	Adjoining Parish Chilton Woods Mixed Development, Land North Of Woodhall Business Park, Sudbury. Following receipt of further information, NPC has an opportunity to comment further if it wishes.	21/027b	No Comment	Permission 29/04/2021
DC/21/00941	Valley Farm, Valley Road - Application for Listed Building Consent - Works to facilitate change of use and conversion of a 3 bay curtilage listed timber frame barn, with midstreys and lean to, from agricultural to 1no. residential (C3) dwelling.	21/046a	Support	
DC/21/00940	Valley Farm, Valley Road - Change of use of a 3 bay curtilage listed timber frame barn, with midstreys and lean to, from agricultural to 1no. residential (C3) dwelling and associated building operations to facilitate conversion.	21/046b	Support	
	Planning Appeal APP/D3505/W/21/3267312 for Old Joes Driving Range, Great Cornard	21/046b	No Comment	
DC/21/01460	Chilton Woods Mixed Development, Land North Of Woodhall Business Park - Discharge of Conditions Application for B/15/01718- Condition 8 (Design Code)		No Comment	
DC/21/01451	Rotten Row Farm Rotten Row - Continued use of buildings for agricultural, industrial and commercial purposes.	21/071a	Objected	
DC/21/02386	The Thatch, Sudbury Road - Erection of extension to and pitched roof over existing, replacement windows and doors to modern extension, installation of flue, internal alterations to form annex, Extensions to garage for added parking and annex accommodation. External and internal works as detailed in Design and Access Statement and Schedule of Works.	21/095a	Support	
DC/21/02387	The Thatch, Sudbury Road - Application for Listed Building Consent - Erection of extension to and pitched roof over existing, replacement windows and doors to modern extension, installation of flue, internal alterations to form annex, Extensions to garage for added parking and annex accommodation. External and internal works as detailed in Design and Access Statement and Schedule of Works.	21/095b	Support	

End of Appendices

Signed _____

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