

NEWTON PARISH COUNCIL

Minutes of Meeting held on 8th February 2023 at Newton Village Hall

Present: Councillors Paul Presland (Chairman), Ian Cole, David Everett, Rita Schwenk and Laura Smith.

Attending: James Finch (Suffolk County Councillor) and Dave Crimmin (Clerk).

23/021 Apologies for Absence

Cllrs Bower and Taylor (appointments) sent their apologies as did Lee Parker (Babergh District Councillor).

23/022 Declaration of Interests and Requests for Dispensation

No interests were declared and no request for dispensation had been received.

23/023 Minutes of Meeting held on 11th January 2023

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.

23/024 Public Participation

The councillors reviewed James Finch's previously submitted report and he updated councillors on the Suffolk Information Partnership, the Hold's Spring exhibition, the Anglo-Saxon history exhibition and an increase in grant to the CAB. The councillors reviewed Lee Parker's previously submitted report.

23/025 Emails circulated

The councillors noted the Community Wardens quarterly report to the 31st December 2022.

23/026 Clerk's Report (Appendix A)

There were no further actions requested of the Clerk in relation to the Clerk's report.

23/027 Finance

- a. All payments made and due for authorisation, as itemised in the RFO Report (Appendix B) were authorised by the councillors. The councillors also noted the income received since the last meeting, the reconciliation of accounts and the Statement of Accounts vs Budget.
- b. The councillors reviewed the quotation from David Gotts for the cutting of footpaths in 2023 and resolved to award him the contract at £360 + VAT for 6 cuts.
- c. The councillors reviewed the quotation from Flowers Groundcare for the grass cutting and maintenance of the Recreation Ground equipment areas in 2023 and resolved to award him the contract at £980+ VAT.

23/028 Planning

- b. No planning application had been received since the agenda was posted requiring a response before the next scheduled meeting.
- c. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C). The councillors raised their concerns with a structure at the back of a property in Church Road and requested that Lee Parker be asked to review if planning permission is required. The councillors also requested an update from Lee Parker on the investigation into the "quarry works" being undertaken along Valley Road. The councillors noted the letter of support from the Chairman of the Newton Neighbourhood Plan committee regarding the recent permission granted at Juglans.

Signed _____

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23/029 Newton Footpaths

Concerns were raised with the condition of some of the existing footpaths. While looking at expanding the existing footpath network in Newton, councillors agreed that it will be useful to review the feedback from residents in the current survey.

23/030 Allotments

There has been no further update on the progress of the transaction from the solicitors since the December meeting. It is hoped that the transaction can be concluded shortly so that the council can communicate with existing tenants ahead of the growing season.

23/031 Publication Scheme

The councillors reviewed NPC's Publication Scheme as of February 2023 and resolved its adoption.

23/032 GDPR Data Map

The councillors reviewed NPC's Data Map as of February 2023 and resolved its adoption.

23/033 Litter Pick

The councillors reviewed the Risk Assessment for the Litter Pick to be held on Saturday 11th March 2023 starting at 8.30am in the Village Hall and resolved its adoption. Bacon rolls will be provided to volunteers.

23/034 NPC Coffee Morning

There will be a coffee morning on Saturday 11th March 2023 starting at 10am in the Village Hall where the council will hold an open surgery with residents on issues in the village as well as giving an update on the Newton Parish Council Election being held over the coming months.

23/035 Village Hall and Trust updates

The Village Hall committee are holding a coffee morning on Saturday 18th February 2023. The Trust is continuing the legal investigation into the Trust land.

23/036 NPC Election 2023

The Clerk updated councillors on the key dates for this year's election:

- Nominations papers can be accepted by Babergh from 16th March to 4pm on the 4th April 2023. They must be delivered in person.
- If a person submits a nomination and then wishes to withdraw, the closing date for this is 4pm on the 4th April 2023.
- If more than 7 nominations are submitted the poll will take place on the 4th May 2023.
- Results of the poll should be known on the 5th May 2023.
- The current councillors step down on the 9th May 2023 when the elected councillors take office for 4 years.

23/037 Community group

Cllr Presland's gave a brief outline to what a community group could undertake in the village. The councillors agreed that it was important that any villagers wishing to establish a group to help run events in the parish needed to have a clear vision of its aims, objectives and governance so that any interested parties could see how this fitted with other village organisations.

23/038 Questions to the Chair

The Clerk was asked to request the Community Wardens to review a road sign on the entrance to the roman road opposite Valley Road. The Clerk was asked to contact Lee Parker and James Finch on the progress of the works to repair the damaged culvert opposite Juglans. The councillors agreed that Cllrs Presland and Everett undertake the appraisal with the Clerk and report back to the next meeting.

Signed _____

Date

NEWTON PARISH COUNCIL**Minutes of Meeting held on 8th February 2023 at Newton Village Hall****23/039 Next Meeting**

The next Meeting of NPC will be held on Wednesday 8th March 2023 starting at 7.30 pm in the Village Hall.

The meeting closed at 8.45 pm.

Appendix A Clerk's Report

Minute	Action	Complete ✓
22/031	Cllr Taylor liaising with Tree Warden re replacement tree.	
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.	
22/179	Defibrillator ordered for Village Hall. Installation expected by 13th March.	
22/196	RoSPA issues on play equipment referred to manufacturer.	
23/003	Minutes sent to BRN and updated on website.	✓
23/004	All declarations completed for Cllr Cole.	✓
23/008 a	Payments made to suppliers, individuals and organisations.	✓
23/008 b	Precept demand sent to Babergh.	✓
23/008 c	Projector and screen to be purchased.	
23/009	Planning responses sent to Babergh.	✓
23/009 d	Letter sent to Babergh and MP.	✓
23/014	Signage purchased.	✓
23/017	Map of defibrillator locations included on website.	✓
23/019	Contract of Employment changes exchanged with Clerk.	✓
	Clerk's Actions & Delegated Power	
	Used delegated power to purchase a replacement tension bar for the zip wire at a cost of £86.50 + VAT.	
	Clerk Hours	
	Up until the 29th January 2023 - 645 hours paid / 612.25 hours worked plus 45 hours holiday.	

Signed _____

Date

Newton Parish Council adopted the General Power of Competence on the 13th May 2020

NEWTON PARISH COUNCILMinutes of Meeting held on 8th February 2023 at Newton Village Hall**Appendix B RFO Report****Unity Receipts & Payments 2022 / 2023**

Date	Details	Cheque	Power	Receipts	Payments
31/12/22	Bank Interest			2.33	0.00
31/12/22	Bank Charges		Localism Act 2011 ss 1 to 8	0.00	18.00
11/01/23	Flowers Groundcare - Hedge maint & wasp clearance		Localism Act 2011 ss 1 to 8	0.00	96.00
11/01/23	P Taylor - Christmas Parcels donation		Localism Act 2011 ss 1 to 8	0.00	100.00
17/01/23	Auto Innovations - Recreation Ground signage		Localism Act 2011 ss 1 to 8	0.00	105.60
08/02/23	Best Host - Email Service and DNS zone package		Localism Act 2011 ss 1 to 8	0.00	79.50

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	24/11/22	£0.00				
Premium Accounts	24/11/22	£0.00	£0.00	£0.00	£0.00	£0.00
Tracker Account	24/11/22	£0.00	£0.00	£0.00	£0.00	£0.00
Unity Current Account	31/01/23	£27,249.83	£27,170.33	£79.50	£0.00	£0.00
Unity Trust Savings Account	31/01/23	£25,002.33	£25,002.33			£0.00
		£52,252.16	£52,172.66	£79.50	£0.00	

Actual v's Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£49,357.31				
Income			Expenditure			
Precept	£13,625.97	£13,625.97	Clerks Salary		£10,730.00	£8,732.09
Grants	£177.20	£2,975.23	Admin		£1,500.00	£1,363.35
Recycling	£700.00	£251.23	Donations		£800.00	£400.00
CIL	£0.00	£17,579.58	Annual Subscriptions		£475.00	£441.51
Bank Interest	£25.00	£33.03	Footpath Maintenance		£300.00	£300.00
VAT Repayment	£0.00	£2,529.97	Insurance		£1,250.00	£1,497.60
Other	£0.00	£37.00	Inspection		£640.00	£635.00
			Maintenance		£0.00	£0.00
			Projects	£2,250.00	£500.00	£2,718.62
			CIL	£28,028.01	£4,200.00	£15,134.99
			Village Hall Hire		£300.00	£0.00
			VAT Paid		£0.00	£2,993.50
			Repay VAT overpayment		£0.00	£0.00
			NNP		£0.00	£0.00
Total	£14,528.17	£37,032.01	Total	£30,278.01	£20,695.00	£34,216.66
			Assets Carried Forward			£52,172.66
Total		£86,389.32	Total			£86,389.32

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	Allotments	CIL
15/06/22	22/113	Sudbury TC	£185.00	£37.00	£222.00	Rec Ground	CIL
10/11/22		CHT	£2,320.00	£464.00	£2,784.00	Defibs	CIL
11/01/23	23/008		£600.00	£120.00	£720.00	Village	CIL
23/01/23		Wicksteed	£86.50	£17.30	£103.80	Rec Ground	CIL
			£3,949.50	£789.30	£4,738.80		

Signed _____

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NEWTON PARISH COUNCILMinutes of Meeting held on 8th February 2023 at Newton Village Hall**Appendix C Planning Status**

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/22/04495	Little Barn, Sudbury Road - Construction of vehicular access.	22/153a	Support	REFUSED 11/01/2023
DC/22/04938	Lily Fields, Rotton Row - The use of land for the stationing of caravans for residential purposes and the erection of day room and laying of hardstanding ancillary to that use.	22/172c	Conditional response based on family connection.	Permission 12/01/2023
DC/22/05997	1 Links View - Application for Outline Planning Permission. (Access to be considered) Erection of 1no one and a half storey detached dwelling with parking, new vehicular access and extension of the public footway to the South of the proposed access.	22/194a	Support	Withdrawn
DC/22/06041	Plots 2 And 3 Marks Meadow, Rectory Road - Application for approval of Reserved Matters pursuant to Outline Planning Permission DC/20/00859 dated: 21.04.2020 - Appearance, Landscaping and Scale for erection of 3no dwellings with garages and creation of new access.	22/194b	Support	Permission 31/01/2023
DC/22/06049	3 Church Road - Erection of part two storey part single storey side and rear extensions and replacement single storey front extension including alterations to dormer windows (following removal of garage and outbuilding)	22/194c	Support	Permission 31/01/2023
DC/22/06132	Tinkers Croft, Sudbury Road - Erection of Two Storey Front/Side Extension, Single Storey Rear Extension & Detached Cartlodge (following demolition of existing garage and conservatory).	23/009a	Support	
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	
DC/22/06400	7 Links View - Erection of part one and half storey, part single storey lean-to rear extension (following demolition of existing rear extension). Erection of first floor side extension and front open sided porch. Insertion of 2no rear dormers and front rooflight.	23/009c	Support	

End of Appendices

Signed _____

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