

NEWTON PARISH COUNCIL

Minutes of Meeting held on 8th September 2021 at Newton Village Hall

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

Attending: James Finch (Suffolk County Councillor), Lee Parker (Babergh District Councillor), Dave Crimmin (Clerk) and one resident.

21/145 Apologies for Absence

Cllr Taylor (work commitments) sent his apologies.

21/146 Declaration of Interests and Requests for Dispensation

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

21/147 Minutes of Meeting held on 14th July 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.

21/148 Public Forum

After reviewing James Finch's previously submitted report, he updated councillors on COVID, Afghan refugees being accommodated in Suffolk, Devolution, School Transport and Adoption. He also explained his frustration with the lack of response from SCC Highways on Newton's new bus shelter project but hoped to get this resolved by the next meeting. Lee Parker updated councillors on the car parking charges in Sudbury and Hadleigh, Babergh's parking consultation, solar charging points at Kingfisher and free compost. He explained the background to a rejected planning application for a gas generated electricity development on the Chilton Industrial Estate.

Sue Vince updated the councillors on the Village Newsletter. She has been unable to find anyone to take over from her to produce the newsletter and has also heard from her existing team that they are no longer prepared to carry on. She has come to the conclusion that it would be best for all Newton information to be included in the Box River News and that the Newsletter funds be transferred to NPC and be ringfenced for newsletter projects. The councillors thanked Sue for all her efforts over the past 6 year in keeping the Newton Newsletter going and that at the next meeting they will review the process for updating the BRN editor.

21/149 Emails circulated

Following a review of the emails circulated the councillors noted that following Sue Vince' resignation NPC have been given approval by Babergh to co-opt her replacement. The Clerk to advertise the councillor vacancy and the councillors will appoint a Vice Charman at the October meeting.

21/150 Clerk's Report

Following a review of the Clerk's report (Appendix A) the Clerk will now write to the residents of Jarvis Farm regarding the permissive footpath.

21/151 Finance

- a. The councillors resolved to approve and accept the external audit report produced by PKF Littlejohn for the year ending 31st March 2021 after noting that no further actions were required.
- b. The councillors reviewed the Asset Register and resolved that it correctly reflected assets held by NPC.

Signed _____

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- c. The councillors reviewed the insurance renewal from Came & Company and resolved to accept the quotation as it covered all the council's assets and the risks associated with the council's operation.
- d. All cheques signed and due for signing, as itemised in the RFO Report (Appendix B), as well as a payment of £30 to S. Vince 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.
- e. Cllr Presland and the Clerk will visit Barclays on the issue of the correspondent address for NPC accounts.

21/152 Planning

- a. The councillors reviewed **adjoining parish Planning Application DC/21/04056 Chilton Woods Mixed Development To North Of Woodhall Business Park, Sudbury** - Discharge of Conditions Application for B/15/01718 - Condition 30 (Construction Environmental Management Plan) and resolved that they had no comment.
- b. The councillors reviewed **Planning Application DC/21/04484 Glencoe, Sudbury Road** - Erection of detached garage and boundary wall together with alteration of existing vehicular crossover and resolved that they supported the application.
- c. No further planning application had been received since the agenda was posted requiring a response before the next meeting.
- d. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C).

21/153 Recreation Ground

Cllr Presland updated councillors on the Playground equipment installation which has restarted with completion expected by the end of September. Lee Parker will co-ordinate with Babergh on plans for an opening ceremony of the MUGA, FFE and play equipment.

The MUGA booking statistics for the past two months are:

- July - 25 bookings totalling 40 hours
- August - 31 bookings totalling 45 hours.

Cllr Bower will now update the Recreation Ground risk assessment for the FFE and play equipment and the 4-weekly checks will be undertaken by each councillor in rotation with all the completed checklists being filed with the Clerk.

21/154 Neighbourhood Plan

All the changes recommended by the Independent Examiner have now been incorporated to the Neighbourhood Plan and the Character Assessment. NPC are still awaiting confirmation of the referendum date from Babergh.

21/155 Welcome Back Funding

The councillors resolved that an application for 2 litter bins be sent to Babergh.

21/156 Babergh's Licensing and Parking consultations

The councillors agreed that any comments on the consultations will be returned on an individual basis.

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21/157 Speed Sign

The councillors reviewed the data from the second and third month's operation of the SID in the village. Moving forward, Cllr Everett will provide a short analysis of trends with the data which will be put on the website alongside the data reports.

21/158 Assets

- The Tree Warden will replace the commemorative tree
- The Church Road sign is being progressed by the volunteer
- NPC are still awaiting the proposals for the replacement bus shelter from SCC.

21/159 2021 Fireworks

Lee Parker updated councillors that his call for new volunteers for the fireworks event had not produced the results that he had hoped. This along with the COVID concerns that he felt persisted, led him to the conclusion that the event should be postponed and commence again in 2022. The councillors reluctantly agreed to postpone the fireworks event until 2022.

21/160 Christmas Lights

The councillors resolved to purchase a Christmas Tree that can grow on the Green with a budget of £300. Cllr Schwenk will liaise with the Tree Warden on the purchase.

21/161 Defibrillators

The councillors agreed to look at further deployment of defibrillators throughout the village and asked the Clerk to prepare costings for the various options.

21/162 Village Hall and Trust updates

The NGT has not met since the last meeting. The Village Hall Committee is trying to arrange a meeting to finalise the project to re-clad the extension to the Village Hall. Bookings at the VH are starting to pick-up.

21/163 Questions to the Chair

Cllr Smith raised the issue of the pavement being cut back of grass growth over Trust land by The Deans. Trust representatives will take this up with the golf club.

21/164 Next Meeting

The next scheduled meeting will be held on Wednesday 13th October 2021 at 7.30pm.

The meeting closed at 9.25pm.

Signed _____

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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	Agenda Item 153 8th September 2021.	✓
21/080	"Cars for Sale" warning sign still to be ordered.	
21/126	Minutes sent to Newsletter and updated on website.	✓
21/130 a	Payments made to suppliers, individuals and organisations.	✓
21/130 b	Reserves Policy published on website.	✓
21/133	NNP Referendum newsletter to be produced.	
21/134	James Finch updated with Valley Road speed issues.	✓
21/136	Standing Orders & Financial Regulations updated on website.	✓
21/141	Cllr Smith's training booked with SALC.	✓
21/141	Training session held with Chris Bowden.	✓
21/143	Awaiting contact details re permissive footpath.	
21/143	Community Wardens removed growth around 30mph village entry sign. SCC Highways cleared pavement from Valley Road to 30mph village entry sign.	✓

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Appendix B RFO Report

Receipts & Payments

Date	Details	Cheque	Power	Receipts	Payments
07/06/21	Bank Interest			0.03	0.00
07/06/21	Bank Interest			1.31	0.00
11/06/21	Groundwork UK NP Grant			1,005.00	0.00
30/07/21	ICO - Data Protection	D/Dr	Localism Act 2011 ss 1 to 8	0.00	35.00
24/08/21	Ambrose Electrical - Electricity supply	101286	Localism Act 2011 ss 1 to 8	0.00	1,956.00
24/08/21	OPL Commercial - Rec Ground levelling	101287	Localism Act 2011 ss 1 to 8	0.00	500.00
24/08/21	T Boyes - Village sign plaque	101288	Localism Act 2011 ss 1 to 8	0.00	40.00
08/09/21	DF Crimmin - Expenses 1 April to 31 August	101289	Localism Act 2011 ss 1 to 8	0.00	371.67
08/09/21	SALC - Councillor Training	101290	Localism Act 2011 ss 1 to 8	0.00	90.00
08/09/21	PKFD Littlejohn - External Audit	101291	Localism Act 2011 ss 1 to 8	0.00	480.00
08/09/21	Came & Co - Insurance	101292	Localism Act 2011 ss 1 to 8	0.00	1,218.51
30/09/21	DF Crimmin - Salary July to Sept	101293	Localism Act 2011 ss 1 to 8	0.00	2,024.90
30/09/21	DF Crimmin - WFHA July to Sept	101293	Localism Act 2011 ss 1 to 8	0.00	78.00
30/09/21	HMRC - Clerk Tax	101294	Localism Act 2011 ss 1 to 8	0.00	506.20
30/09/21	HMRC - Er's NI	101294	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	30/07/21	£100.00				
Premium Accounts	30/07/21	£59,626.89	£52,417.30	£7,309.59	£0.00	£0.00
Tracker Account	30/07/21	£1,165.08	£1,165.08	£0.00	£0.00	£0.00
		£60,891.97	£53,582.38	£7,309.59	£0.00	

Actual vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£40,814.72				
Income			Expenditure			
Precept	£10,518.00	£5,259.00	Clerks Salary		£10,304.00	£5,150.82
Grants	£1,677.20	£13,262.82	Admin		£1,650.00	£507.26
Recycling	£400.00	£331.80	Donations		£800.00	£350.00
CIL / Other	£0.00	£8,897.46	Annual Subscriptions		£425.00	£269.30
Bank Interest	£25.00	£1.34	Footpath Maintenance		£300.00	£0.00
VAT Repayment	£0.00	£352.64	Insurance		£1,135.00	£1,218.51
			Inspection		£415.00	£635.00
			Maintenance		£2,000.00	£702.67
			Projects		£1,500.00	£659.16
			CIL / Other	£30,431.35	£0.00	£6,540.38
			Village Hall		£300.00	£0.00
			VAT Paid		£0.00	£622.62
			Contingency		£0.00	£0.00
			NNP		£200.00	£0.00
Total	£12,620.20	£28,105.06	Total	£30,431.35	£19,029.00	£15,337.40
			Assets Carried Forward			£53,582.38
Total		£68,919.78	Total			£68,919.78

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BDC Ref	Application	NPC Ref	NPC Response	BDC Response
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 midstrey and lean to, from agricultural to 1no. residential (C3) dwelling.	21/046a	Support	Permission 23/07/2021
DC/21/00940	Valley Farm, Valley Road - Change of use of a 3 bay curtilage listed timber frame barn, with midstrey and lean to, from agricultural to 1no. residential (C3) dwelling and associated building operations to facilitate conversion.	21/046b	Support	Permission 23/07/2021
	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	Permission 13/08/2021
DC/21/01451	Rotten Row Farm Rotten Row - Continued use of buildings for agricultural, industrial and commercial purposes.	21/071a	Objected	
DC/21/02694	Fairways, The Green - Erection of 1No dwelling (following demolition of existing dwelling and outbuildings).	21/114a	Support	
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).	21/114b	No Comment	Permission 13/08/2021
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.	21/114c	No Comment	

End of Appendices

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