

NEWTON PARISH COUNCIL

Minutes of meeting held on 10th February 2021 via Videoconference

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

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

21/020 Apologies for Absence

Cllr Vince (work commitments) sent her apologies.

21/021 Declaration of Interests and Requests for Dispensation

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

21/022 Minutes of Meeting held on 13th January 2021

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

21/023 Public Forum

The councillors reviewed James Finch's previously circulated report and he updated councillors on COVID-19. Lee Parker updated councillors on COVID Business Grants, reported that car parking costs would be introduced in Sudbury from October 2021 at the earliest, CIFCO investments producing healthy dividends which would be used to kick start Council house building programme. Hardship Funds have been distributed to offset Council Tax for low earners.

21/024 Emails circulated

Following a review of the emails circulated by the Clerk since the last meeting there were no actions requested of the Clerk.

21/025 Clerk's Report

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

21/026 Finance

- a. All cheques signed and due for signing, as itemised in the RFO Report (Appendix B), 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.
- b. Cllr Presland and Cllr Bower are now confirmed as Bank Signatories, along with Cllr Schwenk and Cllr Taylor. Barclays have now been requested to change the correspondent for the council bank accounts to the Clerk.

21/027 Planning

- a. The councillors reviewed **Planning Application DC/21/00483 Site Of Former Red House Farm, Sudbury Road** - Erection of 1 No bungalow (amended scheme to replace plots 8 and 9 of approved DC/20/03337). and resolved to support the application.
- b. The councillors reviewed **Adjoining Parish Planning Application DC/20/05183 Chilton Woods Mixed Development, Land North Of Woodhall Business Park, Sudbury** - Following receipt of further information, NPC declined to comment further.
- c. No further planning application had been received since the agenda was posted requiring a response before the next meeting.

Signed _____

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- d. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C).

21/028 Neighbourhood Plan

Cllr Presland updated the councillors that NNP Regulation 16 Submission has been sent to BDC. Lee Parker informed members that evidence suggests that between Independent examination and Referendum the NNP, although not Adopted still has considerable weight. Thanks to the Clerk for ensuring all the documentation was submitted on time.

21/029 Recreation Ground

Cllr Presland updated councillors that MUGA final surface and lines will be completed by May 2021 (weather permitting). To use the MUGA people must book on line. Terms and conditions to be displayed on website and on perimeter fencing. Thanks to Cllrs Smith and Everitt for organising the booking system and the Terms and Conditions. The MUGA will reopen when COVID-19 restrictions allow. Following a refund from All Play Solutions, which will be received by the end of February, NPC will order new playground equipment.

21/030 Speed Sign

Posts for the new Speed Indicator have been ordered by Suffolk Highways . Delivery time of 14 weeks is scheduled for the installations.

21/031 Assets

- The Tree Warden will replace the commemorative tree.
- The condition of the Village Sign is be assessed by a volunteer who is also refurbishing the Church sign on the A134.
- Cllr Taylor, as Chairman of the Trust, will write to the Clerk confirming that the Trust are happy for the path and new position for the bus shelter on the Green.
- Cllr Schwenk to confirm with the Clerk the final position for a new dog bin in Rectory Road, which will be forwarded to Babergh for their agreement.

21/032 Street Names for Phase 2 of the Red House Farm

Councillors were asked to submit proposals for street names at the new development at Red House Farm to the Clerk by the 24th February 2021.

21/033 Community Allotments

Councillors agreed to fund the allotment rentals for one more year but would like more opportunities for village involvement.

21/034 Village Hall and Trust updates

The Village Hall Management Committee has agreed to the installation of a new electricity meter in the Village Hall to feed power to recreation ground. No update on proposed car charging point in Village Hall car park, which Cllr Schwenk to investigate.

21/035 Electricity Supply to Recreation Ground

Councillors agreed the contractor for a 40 amp supply from the Village Hall to the Recreation Ground, at a cost of £1,260. A contractor for trenching and concrete works will now be sought.

Signed _____

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NEWTON PARISH COUNCILMinutes of meeting held on 10th February 2021 via Videoconference**21/036 Policies**

The councillors reviewed the following policies and procedures:

- Charitable Giving Policy
- Complaints Procedure
- Disciplinary Procedure
- Disciplinary Rules

and resolved their re-adoption..

The councillors reviewed the proposed Subject Action Request Policy and resolved its adopted by NPC.

21/037 Questions to the Chair

It was agreed that a Highways warning poster for Queuing on the A1071 will be located opposite Trotts Lane. Flooding at junction of Hadleigh Road / A134 investigated by Cllr Taylor and SCC Highways. Persistent rain is causing the problem because the water course is flat and very twisty, resulting in water pooling and the flooding of the road. Councillors thanked Roy Gardiner for repairing a Bye Laws sign and agreed to fund further notice board sign repairs by him.

21/038 Next Meeting

The next scheduled NPC meeting will be held on Wednesday 10th March 2021, starting at 7.30pm.

The meeting closed at 9.21 pm.

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 from NPC.	
20/292	Bus Shelter proposal awaiting NGT sign-off.	
21/003	Minutes sent to Newsletter and updated on website.	✓
21/007 a	Payments made to suppliers, individuals and organisations.	✓
21/007 b	BDC confirmed receipt of Precept Demand.	✓
21/008	Planning response(s) sent to Babergh.	✓
21/009	Action Plan updated with Internet Banking requirement.	✓
21/012	Application made to BDC for Saracens Head ACV nomination.	✓
	Clerk's Delegated Power	
	Nothing to report since last meeting.	
	Clerk Hours	
	Up until 31st January 2021 - 633.75 hours worked / 600 hours paid.	

Signed _____

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NEWTON PARISH COUNCILMinutes of meeting held on 10th February 2021 via Videoconference**Appendix B RFO Report****Receipts & Payments**

Date	Details	Cheque	Power	Receipts	Payments
07/12/20	Bank Interest	BS1		0.06	0.00
07/12/20	Bank Interest	BS 1		1.49	0.00
09/12/20	Barclays - Stopped Cheque Charge	BS 1		0.00	12.50
19/01/21	Janet Taylor - Christmas Parcels	101268	Localism Act 2011 ss 1 to 8	0.00	100.00
25/01/21	HMRC VAT Repayment			15,005.11	0.00

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	29/01/21	£100.00				
Premium Accounts	29/01/21	£42,991.37	£42,991.37	£100.00	£0.00	£0.00
Tracker Account	29/01/21	£1,165.02	£1,165.02	£0.00	£0.00	£0.00
		£44,256.39	£44,156.39	£100.00	£0.00	

Actual v's Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£52,445.88				
<u>Income</u>			<u>Expenditure</u>			
Precept	£10,258.00	£10,258.00	Clerks Salary		£11,556.40	£9,720.65
Grants	£0.00	£46,137.34	Admin		£1,900.00	£681.67
Recycling	£400.00	£760.62	Donations		£800.00	£400.00
CIL / Other	£5,000.00	£18,421.87	Annual Subscriptions		£602.00	£260.87
Bank Interest	£25.00	£28.14	Footpath Maintenance		£300.00	£300.00
VAT Repayment	£0.00	£16,424.25	Insurance		£320.00	£1,086.31
			Inspection		£380.00	£380.00
			Maintenance		£2,000.00	£453.85
			Projects		£1,400.00	£71,325.05
			CIL / Other	£24,448.12	£4,000.00	£0.00
			Village Hall		£165.00	£0.00
			VAT Paid		£0.00	£15,112.75
			Contingency		£500.00	£0.00
			NNP	£5,505.00	£0.00	£598.56
Total	£15,683.00	£92,030.22	Total	£29,953.12	£23,923.40	£100,319.71
			Assets Carried Forward			£44,156.39
Total		£144,476.10	Total			£144,476.10

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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/20/05263	Jordans, Sudbury Road - Application for approval of Reserved Matters following Outline Approval DC/19/05588 - Appearance, Landscaping, Layout and Scale for Sub-division of garden land and erection of a 1No dwelling, garage and associated works	20/287a	Support	Permission 21/01/2021
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	
DC/20/05203	Old Joe's Driving Range, Joes Road, Great Cornard - Application for Outline Planning Permission (all matters reserved). Town and Country Planning Act 1990 - Siting 2no. holiday lodges and erection of golf simulator building.	20/287c	No Comments	Refused 20/01/2021
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/20/05660	The Saracens Head, Sudbury Road - Application for Listed Building Consent - Works to facilitate part change of use from public house to form a shop as per schedule of works on drawing 3920 PA05.	21/008a	Support	Permission 0202/2021
DC/20/05659	The Saracens Head, Sudbury Road - Change of use of part of public house to form a retail shop.	21/008b	Support	Permission 0202/2021
DC/20/05578	11 Links View - Replace 2no flat dormer roofs to front elevation with pitched tiled cat slide roofs. Replace flat roof to single storey garage and ancillary area with pitched tiled roof and seamless covering.	21/008c	Support	Permission 18/01/2021
DC/21/00033	Valleyfields, Valley Road - Erection of cartlodge and pergola. Re-siting stable/store building. Construction of pond (following approval under DC/19/02236). Erection of extension (following approval under DC/19/02233). Improvement of existing field access (tarmac).	21/008d	Support	

End of Appendices

Signed _____

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