

**NEWTON PARISH COUNCIL**

Minutes of Meeting held on 14<sup>th</sup> July 2021 at Newton Village Hall

**Present:** Councillors Paul Presland (Chairman), David Everett, Rita Schwenk, Laura Smith, Phil Taylor and Sue Vince (arrived late and left early).

**Attending:** Lee Parker (Babergh District Councillor) and Dave Crimmin (Clerk).

**21/124 Apologies for Absence**

Cllr Bower sent his apologies.

**21/125 Declaration of Interests and Requests for Dispensation**

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

**21/126 Minutes of Meeting held on 2<sup>nd</sup> June 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.

**21/127 Public Forum**

Lee Parker updated councillors on the outcomes of two planning applications being considered by Babergh's planning committee, the status of the Assington and Newton Neighbourhood Plans and his Locality Budget.

**21/128 Emails circulated**

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

**21/129 Clerk's Report**

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

**21/130 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. The councillors reviewed the proposed Reserves Policy and resolved its adoption by NPC.
- c. Cllr Presland and the Clerk will visit Barclays on the issue of the correspondent address for NPC accounts.

**21/131 Planning**

- a. No planning application had been received since the agenda was posted requiring a response before the next meeting.
- b. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix C).

**21/132 Recreation Ground**

Cllr Presland updated councillors on the Playground equipment installation which after installing part of the equipment will now experience a 2-week delay in the delivery of the remaining parts. This will mean that the project will not be completed until the middle to late August. The councillors registered their frustration at not being informed of the delay until today and Cllr Presland will take this issue up with Wicksteed. The councillors resolved to accept a quotation of £500 from the contractors to move earth around the site. The electricity supply to the Recreation Ground is now installed.

Signed \_\_\_\_\_

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**Cllr Vince arrived.**

Cllr Presland to co-ordinate the 4-weekly play equipment inspection rota with councillors in order that the reports are filed with the Clerk at appropriate times.

Cllr Taylor raised his concern that the entrance to the playing field will require work to ensure that in wet conditions the surface is not turned into a quagmire. Councillors will review this in September once the playground installation is complete. The FFE signage will be reviewed at the September meeting.

The Clerk updated councillors on the projects financial position which shows that all elements of the scheme are currently within budget.

**21/133 Neighbourhood Plan**

With the Independent Examination being completed, with only minor changes to the NNP being recommended, Babergh has now agreed that a referendum be held most probably in September / October 2021. It was agreed that once the details of the referendum are confirmed that a leaflet will be circulated to all households.

**21/134 Speed Sign**

The councillors reviewed the data from the first month's operation of the SID in the village. It was felt that it will be of more relevant to review the data when traffic lights are not present on the A134.

Following the issue of the speed limit in Valley Road being raised by a new resident, the councillors agreed to ask James Finch to see if the limit could be reduced by SCC Highways. The councillors are aware that Valley Road runs through the parishes of Newton, Chilton and Great Waldingfield.

**21/135 NPC Action Plan**

The councillors reviewed the Action Plan and there were no updates at this stage.

**21/136 Standing Orders and Financial Regulations**

After reviewing the Sanding Orders and Financial Regulations the councillors did not propose any modifications and resolved their re-adoption.

**Cllr Vince left.**

**21/137 Assets**

- The Tree Warden will replace the commemorative tree
- The refurbishment of the Village Sign is complete and the councillors resolved to have a brass plaque added to the sign with a budget of £50
- The Church Road sign is being progressed by the volunteer
- NPC are still awaiting the proposals for the replacement bus shelter from SCC.

**21/138 Babergh scheme for trees, hedges and wildflowers**

Cllrs Smith and Schwenk prepared proposals for sites in the village which could be considered for the planting of trees, hedging and wildflower seeds. The councillors agreed to await the outcome of the NP referendum before looking at areas in the village to create such a scheme.

**21/139 2021 Fireworks**

The councillors resolved to hold the Fireworks event on Saturday 6<sup>th</sup> November 2021 setting a budget of £800 for the event. It was agreed that the fireworks committee does require some new members to ensure the sustainability of the event and Lee Parker will raise the issue on the Newton Facebook page.

Signed \_\_\_\_\_

Date

**NEWTON PARISH COUNCIL****Minutes of Meeting held on 14<sup>th</sup> July 2021 at Newton Village Hall****21/140 GDPR Data Audit**

The councillors reviewed NPC's GDPR Data Audit and resolved its re-adoption.

**21/141 Councillor Training**

The councillors resolved that Cllrs Everett and Smith arrange with the Clerk to attend appropriate SALC training modules. If any other councillor requires any refresher training, they should book this through the Clerk. The councillors resolved to attend a Zoom meeting with Chris Bowden of Navigus Planning to discuss the Newton Neighbourhood Plan Policies in context to planning applications being reviewed by NPC.

**21/142 Village Hall and Trust updates**

The NGT held a meeting where they discussed the condition of the Little Green track and NPC's suggestion of wildflower areas on the Recreation Ground. The Village Hall Committee has also met where they discussed the replastering of the outside wall of the extension and NPC's suggestion of wi-fi for the village hall. The councillors were troubled by the Village Hall Committee's (VHC) decision not to install wi-fi in the village hall as the council would be able to offer all attendees this option as well as being able to present to attendees via the internet. It is hoped that the VHC would reconsider its decision.

**21/143 Questions to the Chair**

Cllr Schwenk will provide the Clerk with contact details for the landowners of the permissive footpath that runs between her property and Manders, so that an agreement can be established for its continuance. The Clerk to ask the Community Wardens to remove hedge growth from around the 30mph village entry sign as vehicles enter from Sudbury. Defibrillators will be an agenda item for September's meeting.

**21/144 Next Meeting**

The next scheduled meeting will be held on Wednesday 8<sup>th</sup> September 2021 at 7.30pm.

**The meeting closed at 9.40pm.**

**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	Risk Assessment re SID deployment is responsibility of Community Wardens.	✓
21/080	"Cars for Sale" warning sign still to be ordered.	
21/108	Minutes sent to Newsletter and updated on website.	✓
21/113	Payments made to suppliers, individuals and organisations.	✓
	Planning response(s) sent to Babergh.	✓
21/109	No response sent to Planning Inspectorate.	✓
21/110	SLA with Sudbury Town Council exchanged.	✓
21/120	Litter Pick Risk Assessment updated with COVID rules.	✓
	<b>Clerk's Delegated Power</b>	
	Grass cutting of A134 junctions with Valley Road and A1071 undertaken by Community Wardens.	

Signed \_\_\_\_\_

Date

**Newton Parish Council adopted the General Power of Competence on the 13<sup>th</sup> May 2020**

**NEWTON PARISH COUNCIL**Minutes of Meeting held on 14<sup>th</sup> July 2021 at Newton Village Hall**Appendix B RFO Report****Receipts & Payments**

Date	Details	Cheque	Power	Receipts	Payments
19/05/21	APS Ltd - Refund of deposit		Localism Act 2011 ss 1 to 8	0.00	8,576.54
02/06/21	HMRC - Repayment of over payment by HMRC	101282	Localism Act 2011 ss 1 to 8	0.00	3,910.38
02/06/21	FOBS - Donation	101283	Localism Act 2011 ss 1 to 8	0.00	350.00
11/06/21	T Boyes - Village sign repairs	101284	Localism Act 2011 ss 1 to 8	0.00	236.00
30/06/21	Babergh Recreation Ground Grant			12,001.82	0.00
14/07/21	Premier Sports Surfaces - MUGA Payment 2	101285	Localism Act 2011 ss 1 to 8	0.00	8,164.46

**Bank Reconciliation**

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	31/05/21	£100.00				
	31/05/21	£62,761.81	£58,755.58	£16,108.05	£12,001.82	£0.00
Tracker Account	31/05/21	£1,165.05	£1,165.05	£0.00	£0.00	£0.00
		£64,026.86	£59,920.63	£16,108.05	£12,001.82	

**Actual vs Budget**

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£40,814.72				
<b>Income</b>			<b>Expenditure</b>			
Precept	£10,518.00	£5,259.00	Clerks Salary		£10,304.00	£2,575.41
Grants	£1,677.20	£12,257.82	Admin		£1,650.00	£78.00
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	£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	£669.34
			Projects		£1,500.00	-£1,183.40
			CIL / Other	£30,431.35	£0.00	£4,910.38
			Village Hall		£300.00	£0.00
			VAT Paid		£0.00	£88.78
			Contingency		£0.00	£0.00
			NNP		£200.00	£0.00
<b>Total</b>	<b>£12,620.20</b>	<b>£27,098.72</b>	<b>Total</b>	<b>£30,431.35</b>	<b>£19,029.00</b>	<b>£7,992.81</b>
			Assets Carried Forward			£59,920.63
<b>Total</b>		<b>£67,913.44</b>	<b>Total</b>			<b>£67,913.44</b>

Signed \_\_\_\_\_

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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	Permission 11/06/2021
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	Permission 10/06/2021
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	Permission 10/06/2021
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 midstrey 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 midstrey 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	Permission 18/06/2021
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	Permission 18/06/2021
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	
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**

Signed \_\_\_\_\_

Date \_\_\_\_\_

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