

NEWTON PARISH COUNCIL

Minutes of Meeting held on 14th December 2022 at Newton Village Hall

Present: Councillors Paul Presland (Chairman), Russ Bower, Rita Schwenk, Laura Smith and Philip Taylor.

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

22/186 Apologies for Absence

Cllr Everett (COVID) sent his apologies.

22/187 Declaration of Interests and Requests for Dispensation

Cllrs Presland and Taylor declared non-pecuniary interests in Item 22/193d as their wives are Trustees on the Alston Charity. No request for dispensation had been received.

22/188 Minutes of Meeting held on 9th November 2022

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.

22/189 Councillor Vacancy

No application had been received for the councillor vacancy at NPC.

22/190 Public Participation

The councillors reviewed James Finch's previously submitted report and he updated councillors on Suffolk's Devolution deal, Ukrainian refugees and Warm Rooms. The councillors reviewed Lee Parker's previously submitted report and he updated councillors on the abuse that councillors receive, Shop Local, Sleeping Rough initiatives, Tenant engagement, Protecting Waterways and CIL.

22/191 Emails circulated

There were no further actions requested of the Clerk in relation to the emails circulated.

22/192 Clerk's Report (Appendix A)

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

22/193 Finance

- a. All payments made and due for authorisation, as itemised in the RFO Report (Appendix B) as well as a payment to Mrs J Parker of £123.21 for Christmas Tree decorations were authorised by the councillors. The councillors also noted the income received since the last meeting.
- b. The councillors reviewed the Budget Proposal (Appendix C) and resolved to set an Expenditure Budget of £26,251.71 for 2023 / 2024.
- c. The councillors resolved to open a Unity Trust Savings Account and to transfer £25,000 to it from the Current Account.
- d. The councillors resolved to donate £100 towards the Alston Charity.

22/194 Planning

- a. The councillors reviewed **Planning Application DC/22/05997 1 Links View Newton -** 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. The councillors resolved to support the application in principle as it met the Newton Neighbourhood Development Plan's (NNDP) Policy NEWT 1 as it was proposed for an "underused parcel of land within the defined

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settlement boundary". The councillors would expect any detailed planning application for the location to be in accordance with the other NNDP Policies.

- b. The councillors reviewed **Planning Application 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, Layout, Landscaping and Scale for erection of 3no dwellings with garages and creation of new access. Phased development details for Appearance, Scale, Layout and Landscaping for Plots 2 and 3 only and resolved to support the application.
- c. A further planning application had been received since the agenda was posted requiring a response before the next scheduled meeting. The councillors reviewed **Planning Application 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) and resolved to support the application.
- d. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix D).

22/195 Newton Footpaths

Discussions are still taking place with local landowners regarding the possibility of permissive footpaths.

22/196 RoSPA Report

The councillors reviewed the RoSPA Play Safety report dated the 4th November 2022 and agreed that two of the issues raised regarding the installation of equipment be taken up with the manufacturer, the Community Wardens look at two of the issues and the Clerk proposes new signage for the MUGA and Forever Fit equipment.

22/197 Allotments

The councillors reviewed the letter from the solicitor dated the 6th December 2022 and agreed on the response to be sent.

22/198 Village Hall and Trust updates

There has not been either a Village Hall or Trust meeting since the last NPC meeting. Both groups plan to meet in January.

22/199 Questions to the Chair

The councillors were very happy with the work undertaken by the owners of Valleyfields in maintaining the footpath by their property. The councillors were very grateful for the work undertaken by Jo Parker and the team on the Christmas tree. Church Road's bottle bank needs emptying. Holes around drains along A134 to be reported. Community councils to be discussed at the January meeting.

22/200 Next Meeting

The next Meeting of NPC will be held on Wednesday 12th January 2023 starting at 7.30 pm in the Village Hall.

The meeting closed at 9.02 pm.

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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.	
22/152 f	Quotations for Projector and Screen will be presented at January meeting.	
22/169	Minutes sent to BRN and updated on website.	✓
22/172	Planning responses sent to Babergh.	✓
22/175 a	Payments made to suppliers, individuals and organisations.	✓
22/175 b	ICO Direct Debit set-up with Unity Trust.	✓
22/175 c	Barclays accounts closed.	✓
22/175 d	Donation made to Poppy Appeal.	✓
22/178	HR and Standards Committees' ToR posted on website.	✓
22/179	Defibrillator ordered for Village Hall.	
22/180	PIIP meeting date to be arranged by Clerk.	
	Clerk's Actions & Delegated Power	
	None since last meeting.	
	Clerk Hours	
	Up until the 27th November 2022 - 510 hours paid / 481 hours worked plus 45 hours holiday.	

Appendix B RFO Report**Barclays Receipts & Payments 2022 / 2023**

Date	Details	Cheque	Power	Receipts	Payments
09/11/22	Transfer to Unity			0.00	35,000.00
24/11/22	Closure & Transfer to Unity			0.00	5,223.61
24/11/22	Interest			15.87	0.00
24/11/22	Bank Interest			0.56	0.00
24/11/22	Closure to Unity			0.00	1,166.18

Unity Receipts & Payments 2022 / 2023

Date	Details	Cheque	Power	Receipts	Payments
09/11/22	Flowers Groundcare - Recreation Ground maint 2022		Localism Act 2011 ss 1 to 8	0.00	360.00
09/11/22	Playsafety - Playground inspection		Localism Act 2011 ss 1 to 8	0.00	159.60
09/11/22	RBL Poppy Appeal - Donation		Localism Act 2011 ss 1 to 8	0.00	100.00
15/11/22	Transfer from Barclays			35,000.00	0.00
24/11/22	Transfer of Closure funds from Barclays			6,389.79	0.00
14/12/22	DF Crimmin - Expenses 1st Set to 30th Nov 2022		Localism Act 2011 ss 1 to 8	0.00	702.56
28/12/22	DF Crimmin - Salary Oct to Dec		Localism Act 2011 ss 1 to 8	0.00	2,528.75
28/12/22	DF Crimmin - WFHA Oct to Dec		Localism Act 2011 ss 1 to 8	0.00	78.00
28/12/22	HMRC - Clerk Tax		Localism Act 2011 ss 1 to 8	0.00	632.20
28/12/22	HMRC - Employers NI		Localism Act 2011 ss 1 to 8	0.00	122.26

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

NEWTON PARISH COUNCILMinutes of Meeting held on 14th December 2022 at Newton Village Hall**Appendix C Budget Proposal****Income**

Income sources for 2023 / 24 have been based on those for 2022 / 23. I have assumed that SCC will again agree to the grant so that you can cut the footpaths twice a year.

Expenditure

The following assumptions should be noted

- The Clerks Salary is based on the resolution of NPC at its meeting in October 2022
- As the current Clerk does not wish to take up the offer of a pension, a provision of 6 months' pension costs on the minimum SCP of the salary scale has been made for 2023 / 24
- Inspection costs for Internal and External Audits are reduced in line with total Receipts and Payments
- A budget of £500 is available for any revenue project, including Fireworks and Christmas, that the councillors wish to undertake during 2023 / 24
- Appendix A shows the full rationale for the 2023 / 24 budget.
- NPC is asked to consider **a total expenditure budget of £26,251.71 for 2023 / 24.**

Please find below tables which show a comparison between the 2021 / 22 budget and the actual, 2022 / 23 budget, the actual to date and that ***anticipated at year-end*** and the anticipated budget for 2023 / 24. Appendix A shows the breakdown of the 2023 / 2024 budget.

	2021 / 22		2022 / 23			2023 / 24
	Budget	Actual	Budget	Actual to Date	To year end	Budget
Income						
Grants	1,677.20	76,122.29	177.20	2,975.23	2,975.23	177.20
Recycling	400.00	1,023.87	700.00	251.23	500.00	500.00
CIL	0.00	20,322.33	0.00	17,579.58	17,579.58	0.00
Bank Interest	25.00	7.14	25.00	14.27	25.00	50.00
Other	0.00	2,880.00	0.00	37.00	37.00	0.00
VAT Repayment	0.00	14,204.26	0.00	2,529.97	2,529.97	0.00
Total Income	2,102.20	114,559.89	902.20	23,387.28	23,646.78	727.20
Precept		10,518.00			13,625.97	
Expenditure						
Clerks Salary	10,304.00	10,301.64	10,730.00	8,732.09	11,383.80	12,011.23
Clerk Pension	0.00	0.00	0.00	0.00	0.00	1,260.48
Admin	1,650.00	1,259.29	1,500.00	1,265.85	1,500.00	2,000.00
Donations	800.00	650.00	800.00	200.00	800.00	800.00
Annual Subscriptions	425.00	382.30	475.00	441.51	441.51	485.00
Footpath Maintenance	300.00	300.00	300.00	300.00	300.00	400.00
Insurance	1,135.00	1,218.51	1,250.00	1,497.60	1,497.60	1,500.00
Inspection	415.00	635.00	640.00	635.00	635.00	563.00
Maintenance	2,000.00	410.66	0.00	0.00	0.00	500.00
Projects	1,500.00	57,355.26	500.00	2,615.94	2,750.00	500.00
Village Hall Hire	300.00	0.00	300.00	0.00	390.00	390.00
VAT Paid	0.00	16,381.59	0.00	2,939.37	4,300.00	0.00
Repay VAT overpayment	0.00	3,910.38	0.00	0.00	0.00	0.00
NNP	200.00	1,005.00	0.00	0.00	0.00	0.00
Total for General Reserves						20,409.71
CIL	0.00	22,725.67	4,200.00	14,966.99	19,510.00	5,842.00
Total Expenditure	19,029.00	116,535.30	20,695.00	33,594.35	43,507.91	26,251.71

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	2023 / 24		
	Budget		Budget Notes 2023 / 2024
Income			
Grants	177.20		Grass Cutting grant - £177.20
Recycling	500.00		
CIL	0.00		
Bank Interest	50.00		
Other	0.00		
VAT Repayment	0.00		
Total Income	727.20		
Precept			
Expenditure			
Clerks Salary	12,011.23		624 hours at £18.40 per hour (£11,481.60 per annum) +2% + £300 Employers NI
Clerk Pension	1,260.48		
Admin	2,000.00		Stationery £300 / Training £750 / Clerk WFH allowance £312 / Refreshments £200 / ICO £35 / OneSuffolk £50 / Parish Online £60 / Best Host £120 / Microsoft £100 / McAfee £50
Donations	800.00		Christmas Parcels £100 / Poppy appeal £100
Annual Subscriptions	485.00		SALC £280 / SLCC £180 / CAS £25
Footpath Maintenance	400.00		
Insurance	1,500.00		
Inspection	563.00		Internal Audit £220 / External Audit £210 / Play Equipment £133
Maintenance	500.00		Asset maintenance
Projects	500.00		Not Capital Projects (eg Fireworks £750 / Christmas £250). Any Capital Projects = CIL
Village Hall Hire	390.00		Hall Hire 13 @ £30
VAT Paid	0.00		
Repay VAT overpayment	0.00		
NNP	0.00		
Total for General Reserves	20,409.71		
CIL	5,842.00		Dog Bins £500 / Play Equipment Maint £2,000 / Recreation Ground Grass Cutting £980 / Community Wardens 50 hours @ £23.24 = £1,162 + £200 Fuel / Defib & Poop Bag Consumables £1,000
Total Expenditure	26,251.71		

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Appendix D 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	
DC/22/05029	ValleyFarm House, Valley Road - Application under Section 19 of the Town and Country Planning Act 1990 (as amended) (Listed Buildings and Conservation Areas) - To Vary Condition 2 (Approved Plans and Documents) relating to DC/20/03968 - Alteration to existing vehicular access and demolition of front wall, installation of hard surfaced driveways, patio areas.	22/153b	Support	Permission not required.
DC/22/05063	Land At Fairways, The Green - Erection of 1No Dwelling (following demolition of existing annexe and outbuildings).	22/172a	Objected	
DC/22/05206	Land Rear Of Juglans, Sudbury Road - Erection of 6No. single storey dwellings, ancillary outbuildings and alterations to existing vehicular access (re-submission of withdrawn application DC/22/03566).	22/172b	Objected	
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.	
DC/22/04977	2 Hills Farm Cottages Sudbury Road - Application for Listed Building Consent - Mounting of new solar panels on the south east facing roof of the 2008 extension granted under B/08/00406.	22/172d	Support	

End of Appendices

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