

**NEWTON PARISH COUNCIL**

Minutes of Meeting held on 18<sup>th</sup> October 2023 at Newton Village Hall

**Present:** Councillors David Everett (Chairman), Ian Cole, Louise Evers, Rita Schwenk, Janys Sherwood, Laura Smith (arrived late) and Philip Taylor.

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

**23/180 Apologies for Absence**

None received.

**23/181 Declaration of Interests and Requests for Dispensation**

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

**23/182 Minutes of Meeting held on 13<sup>th</sup> September 2023**

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

**23/183 Public Participation**

James Finch updated councillors on SCC's new highways contractor, the upgrade to the Haughley Junction rail bridge, the move of the Fire Control Centre in 2024, the SEN and Care challenges, National Grid and the status of the enforcement action regarding the mineral extraction along Valley Road.

The councillors reviewed Lee Parker's previously submitted report and he updated councillors on the Local Plan Part 1 being sound after examination, the Council Leader and Babergh's consultation on priorities and shaping the district.

**23/184 Emails circulated**

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

**23/185 Clerk's Report (Appendix A)**

Following a review of the Clerk's report, the councillors requested that items 23/045 and 23/074 be closed.

**23/186 Finance**

- a. The councillors authorised all payments made and due for authorisation, as itemised in the RFO Report (Appendix B). The councillors also noted the income received since the last meeting, the reconciliation of accounts, the Statement of Accounts vs Budget and the spending commitment.
- b. The councillors resolved that Cllr Sherwood be made a signatory to the Unity Bank Trust accounts and signed the mandate accordingly.
- c. The councillors resolved to donate £100 to the RBL Poppy Appeal.

**23/187 Planning**

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

**23/188 Newton Footpaths**

There was no further update on the creation of any new footpaths.

Signed \_\_\_\_\_

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**Cllr Smith arrived.**

**23/189 Allotments**

The councillors reviewed the pack of information received from Bates Wells & Braithwaite including the covering letter on the acquisition, the report on title and the HM Land Registry's TP1 - Transfer of part of registered title(s). In response to several issues raised in the documents, the councillors resolved the following:

- Report 2.7 The councillors do not have an issue regarding contamination from a malthouse that may have been located on the land.
- Report 5.3 The councillors are happy that the plan edged red accurately reflects the extent of land forming the allotments.
- The councillors were satisfied with the information on the solicitor's due diligence revealed in the report.
- It was noted that the list of existing tenants and contact details had not been provided to the council.

The councillors resolved that in accordance to NPC's Standing Order 23, as the council does not have a common seal, Cllrs Everett and Schwenk sign the Transfer document TP1 and the Proper Officer witness their signatures.

**23/190 20's Plenty**

The councillors reviewed the aims of the 20's Plenty campaign but felt that these did not align with the issues that residents in the village currently had which primarily related to the A134.

**23/191 Walk of the Parish**

No issues were raised by councillors in relation to their reviews of the parish.

**23/192 Village Hall and Trust updates**

The Trust reported that their solicitor is still reviewing the boundaries of the Green, the Golf Club is currently undertaking a maintenance programme on the gorse and they are nearing a resolution on their banking provider. The Village Hall committee has not met since the last meeting.

**23/193 Questions to the Chair**

The issue of car charging point(s) in the village raised. After a discussion on the subject, Cllr Sherwood was asked to seek further information on the options available for the councillors to review.

**23/194 Next Meeting**

The next Meeting of NPC will be held **Wednesday 8<sup>th</sup> November 2023** starting at 7.30 pm in Newton Village Hall.

**The meeting closed at 9.32 pm.**

Signed \_\_\_\_\_

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**NEWTON PARISH COUNCIL**Minutes of Meeting held on 18<sup>th</sup> October 2023 at Newton Village Hall**Appendix A Clerk's Report**

| Minute   | Action  | Complete ✓ |
|----------|---|------------|
| 22/114 b | Agenda Item 189 - Meeting 18th October 2023   | ✓          |
| 22/117   | Awaiting NGT confirmation of location of defibrillator at Little Green.             |            |
| 23/038   | Correspondence from SCC circulated - NGT now handling incident.                     | ✓          |
| 23/045   | Invoice sent to resident re clearance of hedge overhanging the pavement.            |            |
| 23/074   | Wrote second letter to the householder in Rotten Row regarding pipe.                |            |
| 23/161   | Babergh to replace the broken Rectory Road sign by end November 2023.               |            |
| 23/161   | Community Wardens tasked with clearing 30mph signs in Rectory Road and Church Road. |            |
| 23/165   | Minutes sent to BRN and updated on website.   | ✓          |
| 23/166   | Babergh informed of Janys Sherwood's co-option.                                     | ✓          |
| 23/170 a | Payments made to suppliers, individuals and organisations.                          | ✓          |
| 23/170 c | Insurance renewed on 3-year LTA.  | ✓          |
| 23/170 d | Arrangements made for Scribe accounting software to be purchased in March 2024.     | ✓          |
| 23/171   | Planning responses sent to Babergh.   | ✓          |
| 23/175   | Flowers Groundcare contracted for memorial and village sign planting maintenance.   | ✓          |
| 23/175   | Wrote letters of thanks to residents.   | ✓          |
| 23/178   | Contacted Trust re goalpost.  | ✓          |
|          |   |            |
|          | <b>Clerk's Actions &amp; Delegated Power</b>  |            |
|          | Street name plates cleaned by Community Wardens, and broken dog bin post replaced.  |            |
|          |   |            |
|          | <b>Clerk Hours</b>  |            |
|          | Up until the 8th October 2023 - 288.75 hours paid / 324 hours worked.               |            |

Signed \_\_\_\_\_

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**NEWTON PARISH COUNCIL**Minutes of Meeting held on 18<sup>th</sup> October 2023 at Newton Village Hall**Appendix B RFO Report****Unity Receipts & Payments 2023 / 2024**

| Date     | Details                  | Power                       | Receipts |   | Payments |   |
|----------|--------------------------|-----------------------------|----------|---|----------|---|
| 30/09/23 | Bank Interest            |                             | 307.79   | Y | 0.00     |   |
| 11/09/23 | BDC Precept              |                             | 9,121.40 | Y | 0.00     |   |
| 30/09/23 | Service Charges          | Localism Act 2011 ss 1 to 8 | 0.00     |   | 18.00    | Y |
| 18/10/23 | CAS - OneSuffolk Hosting | Localism Act 2011 ss 1 to 8 | 0.00     |   | 60.00    |   |

**Reconciliation**

| Account                     | Statement Date | Statement Balance | Actual Balance | Unpresented Cheques | Credits not shown | Difference |
|-----------------------------|----------------|-------------------|----------------|---------------------|-------------------|------------|
| Unity Current Account       | 09/10/23       | £6,445.14         | £6,385.14      | £60.00              | £0.00             | £0.00      |
| Unity Trust Savings Account | 09/10/23       | £45,625.69        | £45,625.69     |                     |                   | £0.00      |
|                             |                | £52,070.83        | £52,010.83     | £60.00              | £0.00             |            |

**Budget v's Actual**

|                      | Budget            | Actual            |                           | Reserves          | Budget            | Actual            |
|----------------------|-------------------|-------------------|---------------------------|-------------------|-------------------|-------------------|
| Assets B/F           |                   | £45,116.29        |                           |                   |                   |                   |
| <b><u>Income</u></b> |                   |                   | <b><u>Expenditure</u></b> |                   |                   |                   |
| Precept              | £18,242.81        | £18,242.81        | Clerks Salary             |                   | £12,011.23        | £5,905.12         |
| Grants               | £177.20           | £0.00             | Clerk's Pension           |                   | £1,260.48         | £0.00             |
| Recycling            | £500.00           | £263.36           | Admin                     |                   | £2,000.00         | £1,069.77         |
| CIL                  | £0.00             | £4,836.56         | Donations                 |                   | £800.00           | £0.00             |
| Bank Interest        | £50.00            | £506.02           | Annual Subscriptions      |                   | £485.00           | £452.01           |
| VAT Repayment        | £0.00             | £3,599.17         | Footpath Maintenance      |                   | £400.00           | £0.00             |
| Other                | £0.00             | £0.00             | Insurance                 |                   | £1,500.00         | £1,658.56         |
|                      |                   |                   | Inspection                |                   | £563.00           | £430.00           |
|                      |                   |                   | Maintenance               |                   | £500.00           | £0.00             |
|                      |                   |                   | Projects                  |                   | £500.00           | £0.00             |
|                      |                   |                   | CIL                       | £27,523.93        | £5,842.00         | £9,155.97         |
|                      |                   |                   | Village Hall Hire         |                   | £390.00           | £0.00             |
|                      |                   |                   | VAT Paid                  |                   | £0.00             | £1,881.95         |
|                      |                   |                   | NNP                       |                   | £0.00             | £0.00             |
| <b>Total</b>         | <b>£18,970.01</b> | <b>£27,447.92</b> | <b>Total</b>              | <b>£27,523.93</b> | <b>£26,251.71</b> | <b>£20,553.38</b> |
|                      |                   |                   | Assets Carried Forward    |                   |                   | £52,010.83        |
| <b>Total</b>         |                   | <b>£72,564.21</b> | <b>Total</b>              |                   |                   | <b>£72,564.21</b> |

| Project Committed Spending |         |            |          |         |           |        |
|----------------------------|---------|------------|----------|---------|-----------|--------|
| Meeting Date               | Minute  | Supplier   | Cost Net | VAT     | Total     | Budget |
| 15/06/22                   | 22/114b | BWB        | £758.00  | £151.00 | £909.00   | CIL    |
| 15/06/22                   | 22/113  | Sudbury TC | £185.00  | £37.00  | £222.00   | CIL    |
|                            |         |            | £943.00  | £188.00 | £1,131.00 |        |

Signed \_\_\_\_\_

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| <b>FUNDS</b>   |                   |
|--|-------------------|
| <b>General Reserves (50% of Budgetted Expenditure)</b> | <b>£13,125.86</b> |
| <b>Current year balance</b>                            | <b>£10,300.46</b> |
| <b>Restricted Funds</b>                                |                   |
| CIL  | £23,204.52        |
| Newsletter   | £2,880.00         |
| <b>Total Restricted</b>                                | <b>£26,084.52</b> |
| <b>Earmarked Reserves</b>                              |                   |
| Asset Replacement                                      | £0.00             |
| Village Hall   | £0.00             |
| Legal Fees   | £1,000.00         |
| Election Costs   | £1,500.00         |
| <b>Total Earmarked Reserves</b>                        | <b>£2,500.00</b>  |
| <b>TOTAL FUNDS</b>                                     | <b>£52,010.83</b> |
|  |                   |
| <b>Unrecovered VAT</b>                                 | <b>£1,881.95</b>  |

**Appendix C Planning Status**

| <b>BDC Ref</b> | <b>Application</b>   | <b>NPC Ref</b> | <b>NPC Response</b>         | <b>BDC Response</b>   |
|----------------|--|----------------|-----------------------------|-----------------------|
| APPEAL         | APP/D3505/W/22/3310476 - Rotten Row Farm, Rotten Row - Refusal of application for the "Continued use of buildings for agricultural, industrial and commercial purposes."   | 23/047c        | All objections still stand. |                       |
| DC/23/01081    | Fairways, The Green - Erection of 1No dwelling (following demolition of existing annexe and outbuildings).   | 23/066a        | Object                      | Permission 08/09/2023 |
| DC/23/03525    | Little Barn, Sudbury Road - Creation of a vehicular access (re-submission of DC/22/04495).   | 23/159a        | Support                     | Permission 07/09/2023 |
| DC/23/03649    | Valley Farm House, Valley Road - Boundary treatments (retrospective) following receipt of Breach of Planning Conditions letter EN/22/00206.  | 23/171a        | No comment                  |                       |
| DC/23/03194    | Wheldon's Fruit Farm, Farm Shop, Joes Road - Erection of equestrian building and construction of menage area. Change use of land for the keeping of horses.  | 23/171b        | Support                     |                       |
| DC/23/04056    | Stow Cottage, Sudbury Road - Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/05/01274 dated 22/09/2005 - Erection of shed and boundary wall. Town and Country Planning Act 1990 - To vary Condition 2 to retain white painted exterior instead of approved matt black. | 23/171c        | Support                     | Permission 06/10/2023 |

**End of Appendices**

Signed \_\_\_\_\_

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