



MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on Wednesday 14th September 2016 in Newton Village Hall at 7.30pm

Present: Councillors Paul Presland (Chairman), Russell Bower, Sue Crawte, Lee Parker (arrived late), Colin Poole, Rita Schwenk and Phil Taylor.

Attending: Lee Parker (Babergh District Councillor), James Finch (Suffolk County Councillor), D Crimmin (Clerk) and 8 residents and members of public.

16/120 Apologies for Absence

None required.

16/121 Declaration of Interests and Requests for Dispensation

Cllr Parker declared a local non-pecuniary interest in item 16/127a as he is a member of Babergh District Council's Planning Committee. He also asked for the minutes to record that in respect of item 16/127a he is known to the applicant via a business arrangement. Cllr Parker elected to remain for the debate on the item but not to take part in the subsequent vote. Cllr Presland declared a non-pecuniary interest in Item 16/126e as he is a member of the PCC. Cllr Bower declared a non-pecuniary interest in Item 16/126 as he is involved with the Poppy Appeal. No request for dispensation had been received.

16/122 Minutes of meeting held on the 13th July 2016

The minutes of the meeting were approved by the councillors and signed by the Chairman as a correct record.

16/123 Public Forum

James Finch updated councillors on his previously circulated report on the Devolution consultation. He also raised the grant available for communities to help children whose parents are not involved in their education.

Lee Parker arrived.

Residents discussed the planning application for Red House Farm and whilst the majority were in support of the application there were concerns expressed on the following:

- The boundary with the golf club driving range
- The connection to the sewer on the opposite side of the A134
- Traffic accessing the A134 from the site
- The lack of a footway outside the site
- The safety of pedestrians crossing the A134 from the site to the existing footway
- The lack of access to the remainder of the village
- The footpath from the site to the Golf Club land
- The impact on the unique character of the village
- The expansion of the development to the remaining Red House Farm landholding
- The speed of traffic going through the village and its potential growth in coming years
- The need for VAS in the village should money be forthcoming from the CIL on future developments.

16/124 Correspondence (Appendix A)

Following a review of the Correspondence the Clerk was asked to contact Mr Coe to thank him for his correspondence which will be considered whilst reviewing planning applications for the land in question.

16/125 Clerks Report (Appendix B)

Following a review of the Clerk's Report there were no further actions requested of the Clerk.

Signed _____

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16/126 Finance

- a. The councillors reviewed the External Audit report produced by BDO and resolved to accept and approve the report.
- b. The councillors reviewed the NPC Asset Register as at 1st September 2016 and agreed that it reflected all the council's assets.
- c. The councillors reviewed the proposed level of insurance cover offered by Came & Co against the Asset Register and the Risk Assessment and resolved that it met the council's requirements.
- d. All cheques signed and due for signing, as itemised in the RFO Report (Appendix C), were authorised by the councillors. The councillors also noted the income received since the last meeting, agreed the Reconciliation of Accounts against the Bank Statements and reviewed the Statement of Accounts against the budget.
- e. The councillors resolved to give a donation of £400 to the Newton PCC with regard to Churchyard maintenance.
- f. The councillors resolved to give the Poppy Appeal £50. The councillors agreed that the amount of regular annual donations would be reviewed every 3 years.

16/127 Planning

- a. The councillors reviewed **Planning Application B/16/01038 Red House Farm, Sudbury Road** - Erection of 10 no dwellings (following demolition of existing dwelling and outbuildings) and resolved to support the application subject to the following being incorporated into the proposed development:
 - i. Footway along the A134 in front of the development
 - ii. A footpath be constructed from the development to the village green, allowing residents to access the village centre, avoiding the need to twice cross the A134
 - iii. Permanent speed activated signage being installed on the A134
 - iv. A crossing for pedestrians to walk safely across the A134 to and from the development.
- b. The councillors reviewed **Planning Application B/16/00798 Gothic House, Sudbury Road** - Application for Listed Building Consent - Alterations to windows and resolved to support the alteration of windows but object to the demolition of the side extension as indicated on Scale Plan & Elevations drawing dated 12.06.16.
- c. The councillors reviewed **Planning Application B/16/01062 3 Assington Road** - Erection of single storey side extension (amended scheme to that approved under P.P. B/15/00751/FHA) and resolved to support the application.
- d. The councillors reviewed **Adjoining Parish Planning Application B/16/01125 Grassmere Cottage, Joes Road** - Application for Listed Building Consent - Erection of single-storey side extension and associated alterations and resolved to support the application.
- e. The councillors reviewed **Adjoining Parish Planning Application B/16/01124 Grassmere Cottage, Joes Road** - Erection of single-storey side extension and associated alterations and resolved to support the application.
- f. No further planning application had been received since the agenda was posted.
- g. The status of previous applications and appeals were reviewed.

Signed _____

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BDC Ref	Application	NPC Ref	NPC Response	BDC Response
	Enforcement enquiry on the expected completion date of building works at Motts Farm.	12/118d		
B/15/01718	Chilton Woods Mixed Use Development, Land North of, Woodhall Business Park, Sudbury - Outline application (with all matters reserved except for access) - Erection of up to 1,100 dwellings (Use	16/044c	Objected	
B/16/00172	Marks Meadow, Rectory Road - Application for Certificate of Lawfulness of an Existing Use - Erection of storage building.	16/044b	Responded on recent use.	
B/16/00638	Site formerly known as The Organic Box, Rectory Road - Erection of private stables, hay barn, maintenance shed and construction of manege.	16/092c	Supported	Approved 07/07/2016
B/16/00689	Mascals Farmhouse, Boxford Lane - Erection of detached garage, workshop and store building.	16/092d	Supported	Approved 15/07/2016
B/16/00629	Abbey House, Rectory Road - Erection of two detached dwellings with garaging.	16/092e	Supported	REFUSED 25/08/2016
B/16/00696	The Little Bungalow, Sudbury Road - Erection of single-storey side extension (following demolition of existing porch) and erection of pitched roof over existing side	16/092f	Supported	Approved 19/08/2016
B/16/00567	Land west of Sudbury Garden Centre - Amendments to Application for the erection of detached agricultural building and surfacing.	16/109a	Objected	

16/128 Defibrillator

James Finch has donated £1,000 towards the costs of the defibrillator scheme and the Village Hall Committee are happy for the cabinet to be positioned on the outside wall of the hall. The Clerk updated the councillors that the Newton Green Golf Club have a defibrillator that can be used for the scheme which has been verified by Community Heartbeat Trust as being acceptable to be used in the scheme. Subject to confirmation from NGGC the following scheme will be implemented in the coming weeks:

- i. NPC to purchase a cabinet to house the defibrillator at a cost of £820 + VAT
- ii. Defibrillator to be installed by NGGC Electrical Contractor as per specification provided to them on Club House wall opposite the Golf Shop with a PIR Light and signage above cabinet. NPC to pay for installation costs of this work subject to quotation being provided ahead of work.
- iii. CHT to conduct training sessions at both the clubhouse and village hall to explain how defibrillators work.
- iv. Only NGGC First Aiders and Club Secretary and NPC Clerk to have the cabinet access code. Normal operational procedures mean that the access code is given to eligible incidents by the Ambulance Service after 999 is rung.
- v. NGGC will be responsible for maintaining and paying for defibrillator consumables (pads and battery) as well as paying for the small amount of electricity to power the cabinet. This is estimated at an average of £100 to £130 per annum.
- vi. NPC will be responsible for insuring the defibrillator and cabinet.
- vii. Weekly Governance checks of the equipment to be undertaken by NPC.

Once the NGGC has confirmed these arrangements the Clerk will inform the VHC of the decision.

16/129 Community Led Planning event

The event on the 28th September will be coordinated by Cllr Presland and supported by councillors.

16/130 Fireworks

The working party will be meeting in order to confirm ticket pricing, risk assessment, Temporary Event Notices requirements and arrangements for the day and passing this information to the Clerk as soon as possible.

Signed _____

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16/131 Village Hall and Trust representative updates

The Village Hall committee has placed the order for the new front door, are calling a plumber to review the issues with the kitchen taps, agreed that a defibrillator can go on the wall of the hall and have arranged a quiz night with the PCC for the 15th October 2016. The Trust are currently in negotiation with the NGGC over a new lease. The Trust's next meeting is on the 21st September 2016. The Clerk's request for the Trust to clarify the boundaries of the Village Green, as registered with the Land Registry, remains outstanding.

16/132 Questions to the Chair

The councillors asked questions on the progress of the challenge on the byway, permissive footpaths in the village, broken manhole cover on Trust land, County Broadband, the water leak near MD Mills and Fire Hydrants. The Clerk to raise issue with leak.

16/133 Next Meeting

The next scheduled meeting is on Wednesday 12th October 2016 starting at 7.30pm.

The meeting closed at 9.40pm

Appendix A Correspondence

No correspondence received since last meeting.

Appendix B Clerk's Report

Minute	Action	Complete ✓
14/109	SCC Highways have cut hedge at Valley Road / A134 junction	✓
15/021	Valley Road markings raised with SCC Highways.	
15/069	Update from Mr H Wheldon circulated via email on 22nd March.	
16/090	Provisional date of 19th October 2016 for Broadband update.	
16/102	Draft Minutes published on website and in newsletters.	✓
16/109	Planning responses sent to Babergh.	✓
16/111	Locality Budget received from James Finch re defibrillator.	✓
16/111	Wrote to Village Hall Committee.	
16/112	Financial Regulations and Standing Orders updated on website.	✓
16/114	Process regarding replacement fire hydrant signage given to Cllr Taylor.	✓
	Clerk Hours	
	Up until 28th August 2016 - 133 hours worked / 132 hours paid.	
	Speed Watch outings (Drivers Reported)	
	2 surveys since last meeting caught 6 speeding offenders.	

Signed _____

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Appendix C RFO Report
Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
29/07/16	ICO - Data Protection	D/Dr	LA 2011 ss 1 to 8	0.00	35.00
29/08/16	BDC Precept			4,690.00	0.00
14/09/16	PA Scammel - Asset maintenance	1071	LA 2011 ss 1 to 8	0.00	857.00
14/09/16	Flowers Groundcare - Grass Cutting	1072	LA 2011 ss 1 to 8	0.00	36.00
14/09/16	Flowers Groundcare - Grass Cutting	1072	LA 2011 ss 1 to 8	0.00	108.00
14/09/16	L Parker - Fireworks expenses	1073	LA 2011 ss 1 to 8	0.00	579.16
14/09/16	Came & Company - Insurance	1074	LA 2011 ss 1 to 8	0.00	310.57
14/09/16	BDO LLP - Audit Fee	1075	LA 2011 ss 1 to 8	0.00	120.00
14/09/16	DF Crimmin - Expenses June to Aug	1076	LA 2011 ss 1 to 8	0.00	36.81
14/09/16	SLCC - Annual Subscription	1077	LA 2011 ss 1 to 8	0.00	28.03
30/09/16	DF Crimmin - Salary Jun to Sept	1078	LA 2011 ss 1 to 8	0.00	689.65
30/09/16	DF Crimmin - WFHA Jun to Sept	1078	LA 2011 ss 1 to 8	0.00	39.00
30/09/16	HMRC - Clerk Tax	1079	LA 2011 ss 1 to 8	0.00	172.40

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	29/07/16	£100.00				
	29/07/16	£15,896.53	£17,709.91	£2,976.62	£4,690.00	£0.00
Tracker Account	30/06/16	£11,107.40	£11,107.40	£0.00	£0.00	£0.00
Petty Cash	07/09/16	£0.00	£0.00			£0.00
		£27,103.93	£28,817.31	£2,976.62	£4,690.00	

Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£24,073.19				
<u>Income</u>			<u>Expenditure</u>			
Precept	£9,380.00	£9,380.00	Clerks Salary		£3,742.85	£1,707.26
Grants	£207.00	£372.90	Admin		£1,900.00	£328.18
Recycling	£500.00	£0.00	Grants		£700.00	£425.00
Other	£0.00	£172.58	Annual Subscriptions		£280.00	£236.80
Bank Interest	£25.00	£3.36	Footpath Maintenance		£300.00	£0.00
VAT Repayment	£0.00	£305.73	Insurance		£320.00	£310.57
			Inspection		£245.00	£166.00
			Maintenance		£1,820.00	£1,197.00
			Projects		£1,400.00	£952.06
			Other		£0.00	£0.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£167.58
			Contingency		£500.00	£0.00
			Youth Council		£0.00	£0.00
Total	£10,112.00	£10,234.57	Total	£0.00	£11,207.85	£5,490.45
			Assets Carried Forward			£28,817.31
Total		£34,307.76	Total			£34,307.76

End of Appendices

Signed _____ Date _____
Newton Parish Council adopted the General Power of Competence on the 13th May 2015.