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MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 9th July 2014 in Newton Village Hall at 7.30pm



Present: Councillors Roy Gardner (Chairman), Lee Parker, Rita Schwenk, Philip Taylor, Alan Vince and Deborah Williams.

Attending: James Finch (Suffolk County Councillor), D Crimmin (Clerk) and 4 residents.

14/089 Apologies for Absence

Cllr Presland (holiday), James Cartlidge (Babergh District Councillor) and PCSO Rudd sent their apologies.

14/090 Declaration of Interests

None declared.

14/091 Requests for councillor dispensation

None were received.

14/092 Suffolk Local Code of Conduct

The councillors reviewed and resolved to adopt the revised Suffolk Local Code of Conduct dated 9th July 2014.

14/093 Minutes of meeting held on the 11th June 2014

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

14/094 Public Forum

Residents raised issues relating to the new speed camera sign in Assington Road and the position of the 30mph sign on entering the village from Sudbury. The reports are contained in Appendix A.

14/095 Correspondence (Appendix B)

Following a review of the Correspondence and the emails circulated the councillors noted their appreciation of the invitation from Newton Green Golf Club to attend the official opening of the Arthur Davey Starters Shelter at 4pm on the 4th August 2014.

14/096 Clerks Report (Appendix C)

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

14/097 Newton Youth Council

Stephanie Poole updated councillors on the Youth Councils plans for the coming year which include:

- Support the Autumn Show by organising games for children and providing a stand for use by local musicians
- Support of Fete in 2015
- Games facilities in the playing field for use by young people and residents
- Use of Village Hall for young people's gatherings
- NYC Facebook page
- Using Newton website to update residents on NYC issues
- Newsletter
- Questionnaire to young people to outline plans and get feedback.

14/098 Finance

- a. All cheques signed and due for signing, as itemised in Appendix D, 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.

Signed _____

Date _____

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- b. The councillors resolved a budget of £400 for the Youth Council in 2014 / 2015 which includes the costs of hiring the village hall for NYC meetings and gatherings.

14/099 Planning

- a. A further planning application had been received since the agenda was posted. The councillors reviewed **Planning Application B/14/00765 Willows End, Boxford Lane - Erection of a single-storey side extension** and resolved to support the application.
- b. The status of previous applications, reviewed by NPC were as follows:

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/14/00039	The Auction Centre, Assington Road - Application under section 73 of the Town and Country Planning Act (1990) to vary condition 03 attached to P. P. B/13/00876/FUL - Use of overflow parking for 15No Fridays and 15No Saturdays per year.	14/039b	Conditional support	Approved 21/05/2014
B/14/00366	Plot 2, Whisper Wood - Erection of a single storey side extension (to partially completed dwelling approved under B/11/00638/FUL).	14/068a	Support	Approved 21/05/2014
B/14/00452	The Deans, Sudbury Road - Application for Listed Building Consent - Replacement of windows to the rear of dwelling	14/068b	Support	
APP/D3505/A/14/221807 2	Appeal against refusal of Planning Application B/13/01107 - Rogers Farm, Rogers Lane - Change of use of agricultural land to use as solar farm for generation of electricity from solar energy together with associated works comprising solar panels mounted on frames, security fencing, inverters, transformers and a switch gear cabinet as amended by revised plans received on 19 November 2013 including amended project layout plan, updated tree survey and root protection plan, additional information pack, construction access plans and hedgerow and tree impact report, cross section views form Church of St Mary the Virgin, amended plans of proposed structures. As further amended by agent's submission of amended Construction Management Plan (received 2 December 2013) and amended Habitat Enhancement and Screening Plan (No.104 Rev.1) received 18 December 2013.	14/084a	Unable to support proposal.	

14/100 Playground and Asset Maintenance Programme

The councillors resolved a budget of £120 to cover the costs of the artificial matting for the top of the slide and the preservative for the play equipment fencing.

14/101 Parish Survey

The councillors reviewed the following issues and agreed the following actions and review dates:

Issue (Priority)	Current Status	Review meeting
Housing (1)	Hastoe now in discussions with landowners.	Sept
A134 Safe Haven (5)	A134 road safety questionnaire to be circulated in August.	Sept

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14/102 NPC Byelaws

NPC is awaiting final confirmation of the Byelaws from the Secretary of State for the Department of Communities and Local Government. Once received, the Byelaws will be published on newly installed notice boards around the Green for one month following which any actions contrary to the Byelaws will be subjected to NPC's enforcement process. The councillors reviewed the enforcement process and resolved to adopt it a month after the Byelaws are published on the notice boards around the Green. The Clerk confirmed that following discussions with NPC's insurers the legal protection aspects of NPC's policy cover any enforcement action taken by the council, subject to a review of each prosecution taking place.

14/103 Local Housing Needs Scheme

NPC's preferred partner for the Local Housing Needs scheme, Hastoe, is currently in discussions with landowners on the availability of land for the proposed scheme.

14/104 Fireworks

The councillors resolved to hold a Fireworks event in the Newton playing field, subject the Newton Green Trust permission, on Saturday 8th November 2014. The event will run on the same basis as 2013 and the councillors resolved a Budget of £750 for the fireworks and necessary licences.

14/105 A134 Road Safety Questionnaire

The councillors agreed the content of the A134 Road Safety questionnaire which will be circulated and collected by councillors during August to all residents. The questionnaire will also be accessible via the Newton website.

14/106 NPC's Publication Scheme

The councillors resolved to adopt the revised Publication Scheme dated 9th July 2014.

14/107 NPC's Statement of Intent as to Community Engagement

The councillors resolved to adopt the revised Statement of Intent as to Community Engagement dated 9th July 2014.

14/108 Village Hall and Trust representative updates

The Village Hall Committee has changed electricity providers. Unfortunately issues with the new chairs was not considered a design defect by the Furniture Ombudsman. The Midsummer Munch will be on the 20th July and a Quiz evening on the 22nd November.

The Trust is to hold a meeting with the residents of Little Green in order to discuss the track used for access.

14/109 Questions to the Chair

- The Clerk was asked to refer to Babergh a condition relating to the roadside hedge by Langley Hall
- The clerk was asked to write to Mr & Mrs Mumford thanking them for giving the councillors an insight to their barn conversion
- The Clerk was asked to write to SCC Highways with Cllr Taylor's suggestion that the A134 roadside hedge by the junction with Valley Road could be cut back to improve the visibility of drivers looking towards Sudbury as they join the A134
- Two typos on the Newton website were passed to the Clerk.

14/110 Date of Next Meeting

The next scheduled meeting will be held on Wednesday 10th September 2014 starting at 7.30pm.

The meeting closed at 9.23pm.

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Appendix A Public Forum

James Finch updated councillors on Broadband, SCC spend against budget, Safeguarding Suffolk people, Fostering and Suffolk Records Office consultation.

The Clerk read the Police report "This report covers the period from 14/05/2014 to 06/07/2014. During this time there has been 3 crimes recorded within the parish, this compares to 0 crimes for the same period last year. Burglary Other Building 1 Report - On 29/05/14 at 22:15 hours police were called to an alarm activation at Newton Green Golf Club. Suspects unknown had gained access to a building by smashing a window but failed to gain access to a maintenance shed containing gardening equipment. Nothing was stolen. This has now been finalised. Common Assault 1 Report - On 23/05/14 an incident took place on Assington Road. As a result a male was arrested and interviewed but no further action was taken. Fail to Stop for a Constable 1 Report - On 16/06/14 at 22:55 a vehicle was seen speeding on the A134 and failed to stop for police in Valley Road. A large metal object was thrown out of the vehicle and struck the police car. Enquiries are still ongoing."

Appendix B Correspondence

CL14018	21/05/14	Babergh District Council	Planning Permission The Auction Centre		√	
CL14019	21/05/14	Babergh District Council	Planning Permission Plot 2, Whisper Wood		√	
CL14020		Clerk	Byelaws Enforcement Process	√		Draft process for your review. Please call me if you have any issues so that I can amend if necessary before the meeting.
CL14021		Newsletter	The Local Councillor		√	

Appendix C Clerk's Report

Minute	Action	Complete ✓
13/143	Grass matting to be repaired in by Cllr Gardner	
14/040	Play equipment now repaired.	✓
14/054	SALC advised of Chairman.	✓
14/059	Draft & Approved Minutes published on website and in newsletters.	✓
14/061	Representatives advised to organisations.	✓
14/062	Heelis & Lodge advised of appointment.	✓
14/065	BDC advised of representatives.	✓
14/067 c	Annual Return sent to BDO.	✓
14/067 d	Cheques distributed to suppliers.	✓
14/068	Responses sent to BDC on Planning Applications.	✓
14/069	Bench now received. Groundwork's ordered.	
14/071	Legal Advice received regarding Enforcement of Byelaws.	✓
14/077	All issues raised as requested.	✓
14/082	Draft & Approved Minutes published on website and in newsletters.	✓
14/084	Response sent to Planning Inspectorate.	✓
14/085	Response sent re Rural Housing	✓
14/086	Response sent re CIL	✓
14/087	Letter sent to Mrs Mortlock	✓
	Speed Watch outings (Drivers Reported)	



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Appendix D RFO Report
Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
09/07/14	PA Scammel - Play equipment maint	996	LA 2011 ss 1 to 8	0.00	130.00
09/07/14	ICO - Data Protection Registration	997	LA 2011 ss 1 to 8	0.00	35.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	30/05/14	£100.00				
	30/05/14	£11,200.25	£11,001.45	£298.80	£0.00	£0.00
Tracker Account	31/03/14	£11,094.86	£11,094.86	£0.00	£0.00	£0.00
Petty Cash	30/06/14	£0.00	£0.00			£0.00
		£22,395.11	£22,096.31	£298.80	£0.00	

Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£18,210.15				
Income			Expenditure			
Precept	£9,067.02	£4,533.51	Clerks Salary		£2,995.00	£669.51
Grants	£200.00	£100.00	Admin		£1,750.00	£233.98
Recycling	£400.00	£0.00	Grants		£700.00	£0.00
Other	£0.00	£517.75	Annual Subscriptions		£290.00	£221.00
Bank Interest	£10.00	£0.00	Street Lighting		£0.00	£0.00
VAT Repayment	£0.00	£379.09	Footpath Maintenance		£350.00	£0.00
			Insurance		£425.00	£0.00
			Inspection		£245.00	£55.00
			Maintenance		£1,820.00	£220.00
			Projects		£750.00	£185.44
			Other		£0.00	£0.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£59.26
			Contingency		£500.00	£0.00
Total	£9,677.02	£5,530.35	Total	£0.00	£9,825.00	£1,644.19
			Assets Carried Forward			£22,096.31
Total		£23,740.50	Total			£23,740.50

VAT Unclaimed = £59.26

End of Appendices