



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

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

14/145 Apologies for Absence

Cllr Vince (holiday) sent his apologies.

14/146 Declaration of Interests

None were declared

14/147 Requests for councillor dispensation

None were received.

14/148 Minutes of meeting held on the 10th September 2014

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

14/149 Public Forum

Residents raised concerns over the planning application for Newton Leys and the demise of a "permissive" footpath. The "permissive" footpath will be discussed at the January meeting. Reports raised are in Appendix A.

14/150 Correspondence (Appendix B)

Following a review of the Correspondence and the emails circulated the councillors reviewed BDC's second consultation on the Community Infrastructure Levy. It was agreed that comments from councillors would be consolidated by the Clerk and sent to Babergh by the end of November.

14/151 Clerks Report (Appendix C)

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

14/152 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.
- b. The councillors reviewed the Budget Proposal (Appendix E) and resolved to set and Expenditure Budget of £11,185.91 for 2015 / 2016.
- c. The councillors reviewed the changes proposed for NPC's Financial Regulations and resolved to adopt them from the 12th November 2014.

14/153 Planning

- a. The councillors reviewed **Planning Application B/14/01136 Newton Leys** - Notification under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2014 - Change of use under Class MB(a) from agricultural building to 1 No. detached dwelling (part demolition of store building) & 2 No. semi-detached dwellings and resolved to object to the application on the following grounds:
 - i. with a working farm and Farm Shop either side of the access road to the property there are concerns over the vehicular movements to and from the site with pedestrians and H&S issues for customers of farm
 - ii. the applicant does not own the access road but has a right of way for shared access

Signed _____

Date _____



MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm



- iii. there is a covenant in the title deeds for one dwelling (Newton Leys) to be on the site not the number now proposed
 - iv. the applicant has reportedly been unwilling to contribute to his existing legal obligations towards the cost of maintaining the access road
 - v. there have been reports of aggressive behavior by the applicant towards Newton residents using the access road.
- b. The councillors reviewed **Planning Application B/14/01229 Jarvis Farm, Assington Road** - Erection of conservatory and removal of window and resolved to support the application.
- c. A further planning application had been received since the agenda was posted. The councillors reviewed **Planning Application B/14/01020 Hollyhocks, Church Road** - Application for Listed Building Consent - Rebuild exterior chimney and add two ceramic pots; Internal alterations, comprising installation of new bathroom (following removal of existing) and resolved to support the application.
- d. 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		
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 from 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.	
B/14/00200	Enforcement enquiry regarding hedge at Langley Hall.			Work completed by resident.

14/154 Playground and Asset Maintenance Programme

The councillors reviewed the RoSPA report following the recent inspection of the play equipment and resolved that Cllr Gardner resets the fence post identified as being loose. Replacement lights are required for the two Christmas trees this year and the councillors resolved that a hedge be planted around the QDJ bench in the playing field.

14/155 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.	Jan
A134 Safe Haven (5)	A134 road safety questionnaire completed. Priorities to be taken forward with SCC Highways.	Jan

Signed _____

Date _____



Series Page 290
MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm



14/156 NPC Byelaws

The Clerk reported that on the 15th September 2014 the Department for Communities and Local Government confirmed NPC's Byelaws for the Green. With the Byelaws coming into force on the 15th October 2014 it was also confirmed by the Clerk that enforcement of the Byelaws became effective on the 3rd November 2014. The Clerk also confirmed that "a fine not exceeding level 2 on the standard scale" contained in the Byelaws relates to the Criminal Justice Act 1982 s 37 and so means a maximum fine of £500. In addition NPC would be submitting a claim for its costs in any prosecution.

14/157 Local Housing Needs Scheme

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

14/158 Fit Village

A circular is to be distributed with the December Newsletter outlining the objectives of the Fit Village scheme and looking for groups to be established in the village.

14/159 Fireworks

There was a good turnout for the Fireworks on the 8th November but early indications were that both the ticket and refreshment sales were down on the previous year.

14/160 A134 Road Safety Questionnaire

The councillors agreed that a sub-committee of Cllrs Presland, Schwenk, Taylor and Vince meet James Finch and Steve Merry of SCC Highways in order to review the outcomes of the Newton Road Safety Survey. The Clerk to arrange meeting.

14/161 Street Name for track on Village Green

The councillors were disappointed that only 4 of the 10 households written to in relation to the proposal to name the track on the Green had responded. As NPC require a 100% agreement from the households in order to progress the proposal with BDC, the Clerk was asked to write to the households confirming that NPC is unable to proceed.

14/162 NPC Standing Orders

The councillors reviewed the proposed changes to NPC's Standing Orders and resolved to accept them.

14/163 NPC Policies and Procedures

The councillors reviewed the list of additional policies and procedures, required by a council that is considering an application for Quality Status, and agreed that the Clerk prepare drafts for their consideration.

14/164 Village Hall and Trust representative updates

The Village Hall Committee are reviewing quotations for repair work to the entrance of the car park and will be meeting on the 3rd December. The Trust has held a meeting with the residents of Little Green in order to discuss the track used for access and a meeting with SCC Highways is being sought in order to identify a suitable solution. The Trust and Golf Club have agreed a programme of ditch clearing.

14/165 Questions to the Chair

None were raised.

Signed _____

Date _____

Newton Parish Council adopted the General Power of Competence on the 11th July 2012.



Series Page 291
MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm



14/166 NPC Meeting dates

The following NPC meeting dates were agreed for 2015:

- 14th January
- 11th March
- 13th May - Annual Meeting of NPC
- 8th July
- 9th September
- 11th November

The annual Parish Assembly will be held on the 22nd April.

14/167 Exclusion of Public

The councillors resolved to exclude the public from the remainder of the meeting due to the confidential nature of the Clerk's Contract of Employment. The councillors reviewed the changes to the Clerk's Contract of Employment in relation to the resolution that from the 1st April 2015 the hours of work be increased from 5 to 6 hours per week and resolved that the Chairman may sign the changes on NPC's behalf. The councillors also reviewed the Contract of Employment and resolved that the Clerk's NJC salary point be increased to 23 from the 1st April 2014.

The meeting closed at 10.24pm.

Appendix A Public Forum

James Finch updated councillors on Suffolk Skills, the Blue Light Partnership, Broadband and Adoption Week. James Cartlidge updated councillors on Babergh's review of accommodation for its and Mid Suffolk staff.

Appendix B Correspondence

Ref	Date Received	Raised by	Regarding	Agenda	FYI	Clerk Notes
CL14027	30/09/14	Babergh District Council	Newton Leys Notification under Town & Country Order 2014	√		
CL14028	08/10/14	Babergh District Council	Langley Hall - closure of enforcement action.		√	
CL14029	17/10/14	Babergh District Council	Jarvis Farm Planning Application	√		
CL14030		Newsletters	Clerks & Councils Direct		√	
CL14031		SALC	AGM & Training		√	
CL14032		Residents	Four responses from households around track	√		6 responses outstanding.

Appendix C Clerk's Report

Minute	Action	Complete ✓
14/104	TEN Licence received and Tickets for fireworks produced.	✓
14/109	SCC Highways are reviewing of hedge at Valley Road / A134 junction	
14/123	Draft & Approved Minutes published on website and in newsletters.	✓
14/126	Better Broadband presentation arranged.	✓
14/127 d	Cheques distributed to suppliers.	✓
14/127	Donations sent to Newton PCC and Poppy appeal.	✓
14/136	Response sent to Babergh re Caretaker Scheme	✓
14/142	Copy of signed appraisal received from Chairman	✓
	Speed Watch outings (Drivers Reported)	
	No surveys undertaken since September meeting.	



MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm

Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
08/09/14	Bank Interest 2 Jun to 7 Sept	BS 247		1.45	0.00
11/09/14	PA Scammell - Bench installation	1009	LA 2011 ss 1 to 8	0.00	260.00
11/09/14	Newton PCC - Donation	1010	LA 2011 ss 1 to 8	0.00	375.00
11/09/14	Royal British Legion - Donation	1011	LA 2011 ss 1 to 8	0.00	50.00
22/09/14	BDC Precept			4,533.51	0.00
10/10/14	BDC Recycling			334.91	0.00
12/11/14	Flowers Groundcare - Playground Maint	1012	LA 2011 ss 1 to 8	0.00	72.00
12/11/14	Flowers Groundcare - Playground Maint	1012	LA 2011 ss 1 to 8	0.00	120.00
12/11/14	Flowers Groundcare - Playground Maint	1012	LA 2011 ss 1 to 8	0.00	72.00
12/11/14	Flowers Groundcare - Playground Maint	1013	LA 2011 ss 1 to 8	0.00	36.00
12/11/14	Flowers Groundcare - Playground Maint	1013	LA 2011 ss 1 to 8	0.00	120.00
12/11/14	Flowers Groundcare - Playground Maint	1013	LA 2011 ss 1 to 8	0.00	36.00
12/11/14	DF Crimmin - Salary Oct to Dec	1014	LA 2011 ss 1 to 8	0.00	535.71
12/11/14	DF Crimmin - WFHA Oct to Dec	1014	LA 2011 ss 1 to 8	0.00	39.00
12/11/14	HMRC - Clerk Tax	1015	LA 2011 ss 1 to 8	0.00	133.80
12/11/14	R Gardner - Notice Board expenses	1016	LA 2011 ss 1 to 8	0.00	77.60
12/11/14	Playsafety Limited - Play Ground Inspection	1017	LA 2011 ss 1 to 8	0.00	81.60
12/11/14	D Gotts - Footpath cutting 2014	1018	LA 2011 ss 1 to 8	0.00	300.00
08/09/14	Bank Interest 2 Jun to 7 Sept	BS 53		1.49	0.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	30/09/14	£100.00				
	30/09/14	£12,597.71	£11,177.60	£1,855.02	£334.91	£0.00
Tracker Account	30/09/14	£11,097.73	£11,097.73	£0.00	£0.00	£0.00
Petty Cash	30/09/14	£0.00	£0.00			£0.00
		£23,795.44	£22,275.33	£1,855.02	£334.91	

Signed _____

Date _____

Newton Parish Council adopted the General Power of Competence on the 11th July 2012.



Series Page 293
MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm



Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£18,210.15				
Income			Expenditure			
Precept	£9,067.02	£9,067.02	Clerks Salary	£2,995.00	£2,008.53	
Grants	£200.00	£403.80	Admin	£1,750.00	£461.30	
Recycling	£400.00	£334.91	Grants	£700.00	£425.00	
Other	£0.00	£517.75	Annual Subscriptions	£290.00	£247.31	
Bank Interest	£10.00	£5.60	Street Lighting	£0.00	£0.00	
VAT Repayment	£0.00	£379.09	Footpath Maintenance	£350.00	£300.00	
			Insurance	£425.00	£399.11	
			Inspection	£245.00	£223.00	
			Maintenance	£1,820.00	£648.94	
			Projects	£750.00	£1,461.88	
			Other	£0.00	£0.00	
			Village Hall	£0.00	£0.00	
			VAT Paid	£0.00	£368.80	
			Contingency	£100.00	£0.00	
			Youth Council	£400.00	£99.12	
Total	£9,677.02	£10,708.17	Total	£0.00	£9,825.00	£6,642.99
			Assets Carried Forward			£22,275.33
Total		£28,918.32	Total			£28,918.32

VAT Unclaimed = £368.80

Signed _____ Date _____
Newton Parish Council adopted the General Power of Competence on the 11th July 2012.



MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 12th November 2014 in Newton Village Hall at 7.30pm

**Appendix E Budget Proposal****Income**

Income sources for 2015 / 2016 have been based on those for 2014 to 2015. I have assumed that SCC will again agree to grant NPC £200 so that you can cut the footpaths twice a year.

Expenditure

The following should be noted

- The Clerk's hours increase to 6 per week from 1st April 2015.
- There is an assumption that the Clerk will be offered a 2.2% cost of living increase for 2015 / 16
- A budget of £1,000 is available for any project that the councillors wish to undertake during 2015 / 16
- NPC is asked to consider **a total expenditure budget of £11,185 for 2015 / 16.**

Please find below tables which show a comparison between 2013 / 14 budget and actual, 2014 / 15 budget, actual to date and that ***anticipated at year end*** and the anticipated budget for 2015 / 16.

	2013 / 14		2014 / 15			2015 / 16
	Budget	Actual	Budget	Actual to Date	To year end	Budget
Income						
Grants	200.00	457.60	200.00	403.80	507.60	200.00
Recycling	400.00	801.63	400.00	334.91	600.00	400.00
Other	0.00	3,283.54	0.00	517.75	517.75	0.00
Bank Interest	10.00	9.55	10.00	5.60	10.00	10.00
VAT Repayment	0.00	435.57	0.00	379.09	379.09	0.00
Total Income	610.00	4,987.89	610.00	1,641.15	2,014.44	610.00
Precept		9,000.00			9,000.00	
Expenditure						
Clerks Salary	2,994.00	2,935.54	2,995.00	2,008.53	3,021.86	3,705.91
Admin	1,700.00	1,331.09	1,750.00	461.30	1,650.00	1,750.00
Grants	700.00	665.00	700.00	425.00	700.00	700.00
Annual Subscriptions	280.00	241.83	290.00	247.31	247.31	290.00
Street Lighting	0.00	0.00	0.00	0.00	0.00	0.00
Footpath Maintenance	350.00	300.00	350.00	300.00	300.00	350.00
Insurance	500.00	407.88	425.00	399.11	399.11	425.00
Inspection	245.00	223.00	245.00	223.00	223.00	245.00
Maintenance	1,760.00	1,542.82	1,820.00	648.94	1,820.00	1,820.00
Projects	1,000.00	1,280.07	750.00	1,461.88	1,461.88	1,000.00
Other	0.00	442.00	0.00	0.00	0.00	0.00
Village Hall	0.00	1,250.00	0.00	0.00	0.00	0.00
VAT Paid	0.00	379.09	0.00	368.80	500.00	0.00
Contingency	500.00	0.00	100.00	0.00	500.00	500.00
Youth Council			400.00	99.12	200.00	400.00
Total Expenditure	10,029.00	10,998.32	9,825.00	6,642.99	11,023.16	11,185.91

End of Appendices

Signed _____ Date _____
Newton Parish Council adopted the General Power of Competence on the 11th July 2012.