



MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 11th March 2015 in Newton Village Hall at 7.30pm

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

Attending: James Finch (Suffolk County Councillor), James Cartlidge (Babergh District Councillor), PC Gary Austin, D Crimmin (Clerk) and 2 residents.

15/025 Apologies for Absence

Cllr Schwenk (unwell) sent her apologies..

15/026 Declaration of Interests

Cllr Parker declared a pecuniary interest in Item 15/033a as the applicant is married to his business partner and left the meeting while the item was discussed. Cllrs Vince and Gardner declared a non-pecuniary interest in item 15/032a as they are members of the village hall committee.

15/027 Requests for councillor dispensation

None were received.

15/028 Minutes of meeting held on the 14th January 2015

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

15/029 Public Forum

Reports raised are in Appendix A. Following James Finch's report he was asked to raise NPC's concerns on the lack of consideration being given by SCC Highways to the Valley Road / A134 junction with regard to the plans to build 1,250 homes at Chilton Woods.

15/030 Correspondence (Appendix B)

Following a review of the Correspondence and the emails circulated there were no further actions requested of the Clerk.

15/031 Clerks Report (Appendix C)

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

15/032 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 resolved to give the Kernos Centre £50 as a donation for their work with mental health counselling in the local community.
- c. The councillors resolved to carry forward the following Earmarked Reserves to 2015 / 2016:

Asset Replacement	8,000.00
Village Hall	1,000.00
Legal Fees	1,000.00
Election Costs	1,250.00
Speed Watch	465.00
Clerk Gratuity Fund	969.00
Total Earmarked Reserves	12,684.00

Signed _____

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15/033 Planning

- a. The councillors reviewed **Planning Application B/14/01614 Organic Box, Rectory Road** - Change of use of land for grazing. Erection of part constructed barn with profiled steel walls and roof, retention of shelter & 3 no. polytunnels. The councillors resolved to object to the proposal that a metal building be built, due to its impact on the visual amenity of the area, but would be inclined to support the proposal if it were a wooden structure.
- b. The councillors reviewed **Planning Application B/15/00042 Quatre Vents, Church Road** - Erection of two-storey rear extension & replacement porch and resolved that they supported the application.
- c. No further planning application had been received since the agenda was posted
- 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/14/01585	Brooke House, Sudbury Road - Application for Listed Building Consent - Retention of modern timber-frame structure to ground floor of gable; replacement of cement render insulation board with lime render and lambs wool insulation.	15/010a	No comment	Approved 03/02/2015

15/034 Local Plan consultation

The councillors reviewed Babergh's consultation on the Local Plan and considered that as there were no direct references to the parish of Newton they had no comments.

15/035 Transparency Code

After reviewing the information that NPC will be required to publish online from the 1st April 2015, the councillors resolved that the current practices of the council would enable full compliance with the Code.

15/036 Playground and Asset Maintenance Programme

Cllr Gardner reviewed the bus shelter and could not find any damage. The Clerk to see if a local resident had undertaken the repairs.

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15/037 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 trying to meet agent of lanowner.	May
A134 Safe Haven (5)	A134 road safety questionnaire completed. Following meeting with SCC Highways in January now awaiting feedback on issues raised..	May

15/038 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.

15/039 Fit Village

A 30% response to the survey undertaken with Newton residents in January has highlighted that there is sufficient interest to support pilates and nordic walking groups. There will be a launch event at the Annual Parish Assembly on the 22nd April 2015.

15/040 Policies & Procedures

The councillors reviewed the following policies and procedures:

- Charitable Giving Policy (revision)
- Statement of Community Engagement Policy (revision)
- Health & Safety Policy
- Equality Policy
- Freedom of Information Request (revision)

and resolved to adopt them from the 11th March 2015.

15/041 Local Community Achievement Award

The councillors reviewed a number of candidates and resolved to award one award at the Annual Parish Assembly in April.

15/042 Byelaws

The Clerk updated councillors on the 4 vehicles that had been placed for sale in the layby since the start of 2015. NPC is currently requesting the registered owners' details from the DVLA and taking advice on legal action.

15/043 Village Hall and Trust representative updates

The Village Hall Committee are reviewing its constitution. The Trust are talking to contractors in relation to resurfacing the Little Green track, reviewing licences and reviewing its constitution. Chrisi Donders has resigned as Secretary to the Trust.

15/044 Newton Annual Parish Assembly

The councillors noted that the APA will be held on Wednesday 22nd April 2015 starting at 7.30pm in the Village Hall.

15/045 Questions to the Chair

The repainting of the garage in the playing field was raised as well as the "overgrown" hedge in Rectory Road from the Rectory to Gouldings Farm which the Clerk will raise with SCC Highways. Cllr Vince updated councillors on the first week's surveys of the Speed Watch operation.

15/046 Next Meeting

The next scheduled meeting is on Wednesday 13th May 2015 starting at 7.30pm.

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15/047 NPC Election

The Clerk updated councillors and the public on the process for nominations for the May Election.

The meeting closed at 9.31pm.

Appendix A Public Forum

James Finch updated councillors on his previously circulated report. PC Austin gave the Police Report which showed three vehicle related crimes, all at the same location, during February. Residents were also warned to ensure that their outbuildings are secure as there is a rise in this type of crime. James Cartlidge thanked the councillors for their support during his time as BDC councilor which will come to an end in May.

Appendix B Correspondence

No correspondence received since last meeting.

Appendix C Clerk's Report

Minute	Action	Complete ✓
14/109	SCC Highways are reviewing of hedge at Valley Road / A134 junction	
15/004	Standing Orders published on website.	✓
15/005	Draft & Approved Minutes published on website and in newsletters.	✓
15/009 a	Cheques distributed to suppliers.	✓
15/009 b	Precept demand sent to BDC.	✓
15/009 c	Bank Mandate changes now operational.	✓
15/009	D Gotts and G Flowers notified of the 2015 contract awards.	✓
15/010	Planning response sent to BDC.	✓
15/011	Awaiting Cllr Gardner's assessment of Bus Shelter damage.	
15/011	Damaged Village Hall finger post raised with SCC Highways.	
15/017	Policies and Procedures updated on website.	✓
15/018	Clean dates publicised in Newsletter and website.	✓
15/021	Valley Road markings and hedge at junction with A134 raised with SCC Highways.	
	Speed Watch outings (Drivers Reported)	
	First surveys undertaken in week commencing 2nd March 2015	

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Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
11/03/15	Newton Village Hall - Hire fees	1019	LA 2011 ss 1 to 8	0.00	390.00
11/03/15	J Taylor - Christmas Parcels	1020	LA 2011 ss 1 to 8	0.00	100.00
11/03/15	BDC - Dog & Litter Bin emptying	1021	LA 2011 ss 1 to 8	0.00	705.32
11/03/15	DF Crimmin - Salary Jan to Mar	1022	LA 2011 ss 1 to 8	0.00	837.98
11/03/15	DF Crimmin - WFHA Jan to Mar	1022	LA 2011 ss 1 to 8	0.00	39.00
11/03/15	HMRC - Clerk Tax	1023	LA 2011 ss 1 to 8	0.00	209.80
11/03/15	DF Crimmin - Expenses Sept to Feb	1024	LA 2011 ss 1 to 8	0.00	289.21

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	30/01/15	£100.00				
	30/01/15	£12,350.42	£9,879.11	£2,571.31	£0.00	£0.00
Tracker Account	31/12/14	£11,099.11	£11,099.11	£0.00	£0.00	£0.00
Petty Cash	28/02/15	£0.00	£0.00			£0.00
		£23,549.53	£20,978.22	£2,571.31	£0.00	

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	£3,056.31
Grants	£200.00	£507.60	Admin		£1,750.00	£1,163.12
Recycling	£400.00	£334.91	Grants		£700.00	£525.00
Other	£0.00	£2,063.90	Annual Subscriptions		£290.00	£247.31
Bank Interest	£10.00	£8.51	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	£1,236.71
			Projects		£750.00	£1,945.57
			Other		£0.00	£0.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£397.71
			Contingency		£100.00	£0.00
			Youth Council		£400.00	£99.12
Total	£9,677.02	£12,361.03	Total	£0.00	£9,825.00	£9,592.96
			Assets Carried Forward			£20,978.22
Total		£30,571.18	Total			£30,571.18

VAT Unclaimed = £397.71

End of Appendices

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