



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

Attending: Lee Parker (Babergh District Councillor), D Crimmin (Clerk) and 2 residents.

15/141 Apologies for Absence

James Finch (Suffolk County Councillor) sent his apologies.

15/142 Declaration of Interests and Requests for Dispensation

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

15/143 Minutes of meeting held on the 30th September 2015

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

15/144 Public Forum

James Finch's submitted report was reviewed by councillors. The councillors requested the Clerk to contact James Finch to find out the meeting that NPC will be invited to attend in order to review the traffic data modelling for Chilton Woods and its impact upon the A134 and the A134 junction with Valley Road. The councillors would also like to understand from James, as soon as possible, the timeframe for the proposed works to cut back the hedge at the A134 / Valley Road junction to improve visibility for motorists.

Cllr Taylor arrived.

Lee Parker updated councillors on the enforcement action being taken against the owner of the land west of Wyevalles.

15/145 Correspondence (Appendix A)

Following a review of the Correspondence and the emails circulated the Clerk there was no further action requested of the Clerk.

15/146 Clerks Report (Appendix B)

Following a review of the Clerk's Report:

- 15/121a - the Chairman confirmed that SALC did not find any issue with the gratuity included in the Clerk's contract of employment dated 25th May 2005 and that NPC would be able to pay this to him when he leaves the council
- 15/132 - the councillors discussed the Saracens Head and the proposed sale to the current tenant. The councillors considered that as their application for the pub to be listed as a Community Asset under the Community Right to Bid legislation has neither been approved by Babergh nor that right invoked, it should not affect any proposed sale at this time. Due to lack of notice of the impending sale for the item to be included in the meeting's agenda, the councillors were not able to consider whether the application should be withdrawn. The Clerk was requested to explain to BDC that NPC's application was not to hinder the sale of the premises as an operating pub and that this should be borne in mind as the current sale transaction with the tenant is executed.

15/147 Finance

- a. All cheques signed and due for signing, as itemised in Appendix C, 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 Babergh's offer to fund an employee for 2.5 hours a week as a street cleaner. The councillors considered the merits of the scheme but felt that the

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Date _____



additional administrative time and costs associated with another employee working for the council did not make financial sense at this stage and felt they could not proceed on this basis.

- c. The councillors reviewed the Budget Proposal (Appendix D) and are minded to set an Expenditure Budget of £11,207.85 for 2016 / 2017.
- d. The councillors reviewed the application for a grant towards NPC's costs in complying with the Transparency Code and resolved that the Clerk submit the application to SALC for consideration.

15/148 Planning

- a. The councillors reviewed **Planning Application B/15/01337 Whisper Wood, Sudbury Road** - Proposed First Floor extension and resolved to support the application.
- b. The councillors reviewed **Planning Application B/15/01080 Fairways, The Green** - Proposed Change of Use of building from Use Class D1 to residential accommodation ancillary to Fairways and resolved to support 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		
B/15/00987	Rogers Farm, Rogers Lane - Replacement of existing decaying timber sole plate to front elevation.	15/109b	Support	
B/15/00178	Enforcement enquiry with regard to change of use on land west of Sudbury Garden Cente.			Ongoing.
B/15/00150	Enforcement enquiry with regard to building works at Newton Leys, Joes Road.			All work is within permitted development.
B/15/01106	The Little Bungalow, Sudbury Road - Erection of single storey side extension (after demolition of porch). Erection of pitched roof over existing flat roof side extension.	15/138a	Objected	Withdrawn
B/15/01300	Wheldons Fruit Farm, Newton Leys - Erection of cartlodge/ garage with logstore and external staircase to first floor store.	15/138b	Objected	Approved 03/11/2015

15/149 Newton Housing needs

Cllr Crawte presented a full analysis of the 85 householders responses to the Newton Housing Needs survey. With the response representing 40% of Newton's households the councillors were very pleased with this level of engagement by residents. With 21 residents also indicating that they would like to be kept informed of proposed developments this also demonstrated the residents support in further engagement. The councillors thanked Cllr Crawte for all the work undertaken to prepare the survey, designing the data collection model and the preparation of the presentation.

The councillors agreed that:

- The presentation should be placed on the website
- The Clerk informs the two developers that the data is available on the website and that a concise summary of the outcomes will be prepared by the 1st December
- NPC to facilitate, if requested, a meeting between potential developers and local residents interested in downsizing
- Lee Parker co-ordinates a meeting with Babergh in order to understand the requirements of Newton producing a neighbourhood plan or a village design statement.

15/150 Local Housing Needs Scheme

Hastoe have updated NPC that their discussions with a local landowner over land for the affordable housing scheme are nearing a conclusion.

15/151 Short Stay Stopping Sites for Gypsies and Travellers



After reviewing the criteria for the Short Stay Stopping Sites the councillors could not identify any location in the parish that met the specification.

15/152 Fireworks

The councillors were very pleased with the outcome of the fireworks event with over 200 residents attending and they looked forward to seeing the final accounts reconciliation for the evening.

15/153 Playground and Asset Maintenance Programme

After reviewing the RoSPA report on the play equipment the councillors agreed to set up a working party following the January meeting in order to resolve the issues raised.

15/154 Village Cinema

Cllr Crawte updated councillors on the current costs for operating a village cinema. The councillors agreed to consult with the Newton Green Trust and the Village Hall Management Committee to see if there is a way to finance a pilot scheme during which three films would be shown at the Village Hall.

15/155 Christmas Tree

The councillors resolved that Cllr Taylor purchase an 18ft Christmas tree for £70 and that the Clerk purchase lights for the tree with a budget of £200. A further budget of £75 was allocated for any electrical works in order to bring the electricity supply to the tree. The Clerk gave Cllr Bower the template for the Risk Assessment for Christmas tree while on site.

15/156 Youth Council

Due to the fact that both eligible members of the Youth Council were now studying away from home, the Youth Council will be suspended until such a time that there is sufficient interest to fulfil a quorate council.

15/157 Village Hall and Trust representative updates

The Trust has reviewed the village green ponds with the Suffolk Wildlife Trust and a maintenance programme is being developed. A further schedule for the maintenance of the trees on Trust land is also being developed to improve visibility on the A134. Remedial works to the track across Little Green are being organised.. The Village Hall Committee report showed that painting maintenance had been carried out in the hall and that bookings for the hall were good.

15/158 Meeting dates for 2016

The councillors resolved that, as an experiment, NPC would meet on a monthly basis throughout 2016 on the following dates:

- 13th January
- 10th February (provisional)
- 9th March
- 13th April (provisional)
- 11th May - Annual Meeting of the Parish Council
- 15th June (provisional)
- 13th July
- 3rd August (provisional)
- 14th September
- 12th October (provisional)
- 9th November
- 14th December (provisional).

The Annual Parish Assembly will be held on Wednesday 20th April 2016.

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**Appendix C RFO Report
Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
08/06/15	Interest 2 Mar to 7 Jun	BS 57		1.49	0.00
09/09/15	Newton PCC - Donation	1047	LA 2011 ss 1 to 8	0.00	400.00
09/09/15	Royal British Legion - Donation	1048	LA 2011 ss 1 to 8	0.00	50.00
14/09/15	BDC Precept			4,641.32	0.00
21/09/15	BDC Recycling			380.98	0.00
11/11/15	Playsafety Limited - Playground inspection	1049	LA 2011 ss 1 to 8	0.00	81.60
11/11/15	D Gotts - Footpath Maintenance	1050	LA 2011 ss 1 to 8	0.00	300.00
11/11/15	Flowers Groundcare - 2 cuts of play equipment	1051	LA 2011 ss 1 to 8	0.00	72.00
31/12/15	DF Crimmin - Salary Oct to Dec	1052	LA 2011 ss 1 to 8	0.00	676.21
31/12/15	DF Crimmin - WFHA Oct to Dec	1052	LA 2011 ss 1 to 8	0.00	39.00
31/12/15	HMRC - Clerk's Tax	1053	LA 2011 ss 1 to 8	0.00	169.00

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	30/10/15	£100.00				
	30/10/15	£16,122.65	£14,434.84	£1,787.81	£0.00	£0.00
Tracker Account	30/09/15	£11,103.26	£11,103.26	£0.00	£0.00	£0.00
Petty Cash	01/11/15	£0.00	£0.00			£0.00
		£27,325.91	£25,538.10	£1,787.81	£0.00	

Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£21,270.15				
<u>Income</u>			<u>Expenditure</u>			
Precept	£9,282.64	£9,282.64	Clerks Salary		£3,705.91	£2,535.63
Grants	£200.00	£103.80	Admin	£818.00	£1,750.00	£1,423.83
Recycling	£400.00	£380.98	Grants		£700.00	£450.00
Other	£0.00	£945.17	Annual Subscriptions		£290.00	£257.00
Bank Interest	£10.00	£6.47	Street Lighting		£0.00	£0.00
VAT Repayment	£0.00	£397.71	Footpath Maintenance		£350.00	£300.00
			Insurance		£425.00	£296.31
			Inspection		£245.00	£234.00
			Maintenance		£1,820.00	£401.95
			Projects		£1,000.00	£599.00
			Other		£0.00	£159.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£157.10
			Contingency		£500.00	£0.00
			Youth Council		£400.00	£35.00
Total	£9,892.64	£11,116.77	Total	£818.00	£11,185.91	£6,848.82
			Assets Carried Forward			£25,538.10
Total		£32,386.92	Total			£32,386.92

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Date _____

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



MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on Wednesday 11th November 2015 in Newton Village Hall at 7.30pm

Appendix D Budget Proposal

	2014 / 15		2015 / 16			2016 / 17
	Budget	Actual	Budget	Actual to Date	To year end	Budget
Income						
Grants	200.00	507.60	200.00	103.80	207.60	207.00
Recycling	400.00	674.15	400.00	380.98	700.00	500.00
Other	0.00	2,063.90	0.00	945.17	945.17	0.00
Bank Interest	10.00	11.20	10.00	6.47	15.00	25.00
VAT Repayment	0.00	379.09	0.00	397.71	397.71	0.00
Total Income	610.00	3,635.94	610.00	1,834.13	2,265.48	732.00
Precept		9,067.02			9,282.64	
Expenditure						
Clerks Salary	2,995.00	3,056.31	3,705.91	2,535.63	3,705.91	3,742.85
Admin	1,750.00	1,163.12	1,750.00	1,423.83	2,500.00	1,900.00
Grants	700.00	575.00	700.00	450.00	700.00	700.00
Annual Subscriptions	290.00	247.31	290.00	257.00	257.00	280.00
Footpath Maintenance	350.00	300.00	350.00	300.00	300.00	300.00
Insurance	425.00	399.11	425.00	296.31	296.31	320.00
Inspection	245.00	223.00	245.00	234.00	234.00	245.00
Maintenance	1,820.00	1,236.71	1,820.00	401.95	1,820.00	1,820.00
Projects	750.00	1,945.57	1,000.00	599.00	1,000.00	1,400.00
Other	0.00	0.00	0.00	159.00	0.00	0.00
Village Hall	0.00	0.00	0.00	0.00	0.00	0.00
VAT Paid	0.00	397.71	0.00	157.10	350.00	0.00
Contingency	100.00	0.00	500.00	0.00	500.00	500.00
Youth Council	400.00	99.12	400.00	35.00	200.00	0.00
Total Expenditure	9,825.00	9,642.96	11,185.91	6,848.82	11,863.22	11,207.85

End of Appendices

Signed _____

Date _____

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