



MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 12th April 2017 in Newton Village Hall at 7.30pm

Present: Councillors Paul Presland (Chairman), Sue Crawte, Lee Parker, Rita Schwenk and Philip Taylor.

Attending: Lee Parker (Babergh District Council), D Crimmin (Clerk), Isobel Wright (Hastoe) and 2 members of public.

17/062 Apologies for Absence

Cllrs Bower and Poole (holidays) sent their apologies as did James Finch (Suffolk County Councillor).

17/063 Declaration of Interests and Requests for Dispensation

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

17/064 Minutes of meeting held on the 22nd March 2017

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

17/065 Public Forum

Lee Parker updated councillors that Babergh's housing supply had fallen below the 5-year criteria which now means that its Local Plan is now deemed to be out of date. Consequently, all planning applications in the district will be determined by reference to the National Planning Policy Framework and not Babergh's own plan and policies. He was asked to provide further information on how Babergh has managed to fall below the criteria without any warnings being given to local residents and what bearing the Chilton Woods strategic housing allocation now had in relation to the 5-year supply.

17/066 Correspondence (Appendix A)

Following a review of the Correspondence and the emails circulated since the last meeting it was noted that Newton Green Trust (Trust) has confirmed that the railway sleepers on the verge in Rectory Road were on Trust land.

17/067 Clerks Report (Appendix B)

Following a review of the Clerk's Report the Clerk was asked to contact James Finch for an update on when all areas of the village will be able to connect the fibre Broadband service (16/090). The Clerk was also asked to write to the Trust to let them know that Cllr Taylor will be reviewing the removal of the concrete trip hazard at the entrance to the playing field from the Village Hall car park as part of the specification of the footpath previously agreed with the Trust (17/046).

17/068 Finance

- a. All cheques signed and due for signing, as itemised in the RFO Report (Appendix C), were authorised by the councillors who also noted the income received since the last meeting.
- b. The councillors resolved to accept the Bank Reconciliation and the Statement of Accounts as at 31st March 2017 (Appendix D).

17/069 Planning

- a. No planning application had been received since the agenda was posted.
- b. 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/16/01704	Jarvis Farm, Assington Road - Conversion of stable / store to residential annexe and insertion of fenestration and extension.	17/028a	Supported	Approved 28/02/2017
B/17/00149	Kintore, Rectory Road - Erection of extensions to front and rear and alterations to dormer windows.	17/045a	Supported	Approved 23/03/2017
B/17/00028	Land north-east of Valley Farm, Valley Road - Notification under Part 6 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 - Erection of general purpose agricultural building.	17/056a	Supported with suggested conditions.	Granted
	A134 Speed Restrictions	17/057	Objected	

17/070 Local Housing Needs Scheme

Isobel Wright from Hastoe updated councillors that the landowner's solicitors had now requested a services plan for the site, on which it is proposed to develop four bungalows for the local housing needs scheme. This had delayed the exchange of contracts for the land. Once the exchange is complete, Hastoe will review the proposed plans for the scheme with NPC ahead of a public meeting with residents for their views on the proposals. Once the scheme is agreed by the village, a planning application will be submitted to Babergh, hopefully in the autumn of 2017.

17/071 Playground and Asset Maintenance Programme

The councillors reviewed the RoSPA report on the playground equipment and agreed that:

- Cllr Taylor obtain a quote from Advantage Environmental for the repairs to the playground fencing and gates
- Cllr Schwenk obtain an assessment of the issues raised relating to wood rot, alignment of the small swings and the condition of the seats on the large swings.

The councillors considered that as a Defibrillator Awareness session is now included in the Annual Parish Assembly (APA) on the 26th April 2017, that Cllr Parker give an update on what benefits a Multi Use Games Area (MUGA) could be achieved by Newton at an NPC meeting rather than the APA.

17/072 Defibrillator

The Clerk updated councillors that the defibrillator is now live with the Ambulance Service and Cllr Presland is managing the governance of the equipment on behalf of NPC and the Golf Club is responsible for all consumables. There will be an Awareness session at the Village Hall on the 26th April 2017 at 7.30pm and the Golf Club will be holding a separate session on a date to be confirmed.

17/073 Open Space Survey

The councillors resolved that Cllr Presland respond to the Babergh Open Space survey on NPC's behalf.

17/074 Christmas Tree

Cllr Parker will talk to the Trust and Cllr Presland will talk to the publican on the proposals to provide a permanent position for the Christmas tree which the councillors plan to have installed by October 2017.

Signed _____

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17/075 Village Hall and Trust representatives reports

Neither of the NPC Trust representatives were present and no report had been received. Cllr Schwenk updated councillors that the Village Hall door had now been replaced and a very successful quiz was held with the PCC on the 1st April.

17/076 Questions to the Chair

No issues were raised.

In accordance to NPC's Standing Order 3d the councillors resolved to exclude the public and press from the meeting due to the confidential nature of the appointment of a new Clerk and the Contract of Employment terms and conditions.

17/077 Clerk vacancy

The HR Committee of Cllrs Poole, Presland and Schwenk had interviewed Jane Hatton for the position of Proper Officer and Responsible Financial Officer of NPC and were unanimous in their recommendation that the councillors employ her from the 1st May 2017 on the following terms:

- LC1 SCP 18 as starting point (rising to 22)
- 6 hours per week
- NEST pension with NPC's contribution of 3.75%.

The councillors resolved the appointment of Jane as the new Clerk from the 1st May 2017 and Cllr Presland to prepare a Contract of Employment for circulation to councillors.

17/078 Next Meeting

The next scheduled meeting is on Wednesday 10th May 2017 starting at 7.30pm.

The meeting closed at 8.58pm

Appendix A Correspondence

No correspondence received since last meeting.

Signed _____

Date _____



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Appendix B Clerk's Report

Minute	Action	Complete ✓
15/021	Valley Road markings is scheduled with SCC Highways contractors.	
15/069	Update from Mr H Wheldon circulated via email on 22nd March.	
16/090	Still awaiting revised date for Broadband update.	
17/040	Draft Minutes published on website and in newsletters.	✓
17/044 a	Payments made to suppliers.	✓
17/045	Planning responses sent to Babergh.	✓
17/045 c	Bill Newman meeting arranged for 3rd May 2017.	✓
17/046 a	Flowers Groundcare do not want to quote for the work on the entrance to playing field.	✓
17/046 a	Still awaiting specification and quotation for footpath to playing field.	
17/049	Defibrillator awareness session booked for the 26th April 2017.	✓
17/051	Still awaiting Trust confirmation of The Green's boundary.	
17/055	Draft Minutes published on website and in newsletters.	✓
17/058	Planning responses sent to Babergh.	✓
17/059	A134 speed limit response sent to SCC.	✓
Clerk Hours		
	Up until 2nd April 2017 - 371.75 hours worked / 312 hours paid.	
Speed Watch outings (Drivers Reported)		
	No surveys to date.	

Appendix C RFO Report

Receipts & Payments 2016 / 2017

Date	Details	Ref	Power	Receipts	Payments
13/02/17	Speed Watch Contribution LW			50.00	0.00
13/03/17	BDC Recycling			439.81	0.00
22/03/17	Saracens - Xmas Carols	1101	LA 2011 ss 1 to 8	0.00	44.45
28/03/17	Speed Watch Contribution A, C & GW			150.00	0.00

Signed _____

Date _____

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



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Appendix D 2016 / 2017 year-end finances

NEWTON PARISH COUNCIL			
Bank Reconciliation for Financial year ending 31st March 2017			
Balances per Bank Statements as at 31st March			
Barclays Community		£100.00	
Barclays Premium Account		£14,198.80	
Barclays Tracker Account		<u>£11,110.16</u>	
			£25,408.96
Add any Unbanked Cheques / Cash as at 31 March			£0.00
Less Unpresented Cheques as at 31 March			
	1101	<u>£44.45</u>	
			£44.45
		Total Cash	<u>£25,364.51</u>
CASH BOOK			
Opening Balance			£24,073.19
Add Receipts in the year			£13,768.06
			<u>£37,841.25</u>
Less Payments in the year			£12,476.74
		Total Cash	<u>£25,364.51</u>


Signed _____

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 NEWTON PARISH COUNCIL	
Receipts & Payments Account for the year ending 31st March 2017	
<u>Receipts</u>	
Precept	£9,380.00
Grants	£1,696.14
Recycling	£720.60
Bank Interest	£10.51
Other	£1,655.08
VAT Repayment	£305.73
	£13,768.06
<u>Payments</u>	
Clerks Salary	£3,742.84
Admin	£889.01
Grants	£975.00
Annual Subscriptions	£286.80
Footpath Maintenance	£300.00
Insurance	£310.57
Inspection	£236.00
Maintenance	£2,124.77
Village Hall	£0.00
Projects	£1,982.79
Other	£1,012.44
Youth Council	£0.00
VAT Paid	£616.52
	£12,476.74
Excess of Receipts over Payments	
	£1,291.32
Add Balance Brought Forward	£24,073.19
Balance Carried Forward	£25,364.51
<u>Represented by</u>	
Barclays Community	£100.00
Barclays Premium	£14,154.35
Barclays Tracker	£11,110.16
Petty Cash	£0.00
	£25,364.51

End of Appendices.

Signed _____ Date _____
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