



MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

Present: Councillors Paul Presland (Chairman), Russell Bower, Lee Parker, Rita Schwenk, Colin Poole and Philip Taylor.

Attending: Lee Parker (Babergh District Council), James Finch (Suffolk County Councillor) and 4 members of public.

17/131 Apologies for Absence

Cllr Sue Crawte sent her apologies as she is on holiday.

17/132 Declaration of Interests and Requests for Dispensation

| | | |
|-----------------------------------|------------------------|---|
| Cllr P Presland and Cllr L Parker | Non-Pecuniary Interest | 17/142a The application site neighbours their properties |
| Cllr C Poole | Non-Pecuniary Interest | 17/142a: The applicant is known to him |
| Cllr P Taylor | Non-Pecuniary Interest | 17/135 Byway Consultation: Councillor Taylor farms the land |

No request for dispensation had been received.

17/133 Minutes of meeting held on the 14th June 2017

After amendment, the minutes of the meeting were approved a true record.

17/134 Public Forum

County Cllr James Finch updated the councillors on the new Strategic Priorities, Special Olympics, Sudbury Bypass, Recycling, MND, speed limits on the A134 and confirmed that the road works opposite the Saracens Head are due to be completed on time by the weekend. District Cllr Parker deferred his update until 17/137 Community Led Plan.

17/135 Byway Consultation

Cllr Presland updated the councillors on the current position of the right of way claim and that it had been for a Byway Open to All Traffic which he did not think this was really what the councillors had expected it to be. Cllr Presland read out a letter received from Mr P Devlin which expressed his hope that there would be a compromise. Cllr Schwenk advised that the situation has now changed with the closure of the Wheldons farm shop and the need to encourage customers. Mr A Wheldon was keen for it to be open to vehicle as well as walkers and equestrians as it had been for many years. Mr and Mrs H Wheldon considered it a permissive access and had been happy for people to use it to encourage them to PYO and then the farm shops but now that these businesses are no longer in operation since early 2016, there is no need for the route with other footpaths available. Cllr Taylor was concerned that other footpaths could be used; it could invite fly tipping and it is not safe for the public to be walking by the warehouse and farm equipment. Cllr Poole suggested that public use of the route may predate the 1950's and whilst Mr and Mrs H Wheldon considered it a permissive path, they had not stopped anyone using the route and the process to establish if it was a historic right of way needed to be followed through. Cllr Parker agreed that the process had been started and needed to be followed through. County Cllr Finch suggested the council write to the PROW officer for her recommendation and as it was a legal process, it did need to be followed through. It was agreed that the council would make a formal request for advice and ask for an extension which was currently until the end of August.

17/136 Affordable Housing

No update received.

Signed _____

Date _____

MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

17/137 Community Led Plan/Neighbourhood Plan

Assington Parish Council have made an approach to explore the possibilities of working together. It was agreed that Cllr Presland should contact the chair of Assington to discuss this. Cllr Parker confirmed that there was a grant available of up to £9,000 until July 2018 but that this was likely to be extended. This could not be applied for until there was a plan including the area to be covered and evidence, and that there was a lot of work to be done before the grant could be applied for as there it would require detail of what was being applying for and why. There are examples available which have been done by Lawshall and Little Waldingfield but what is required are skill sets from within the community and other monies could go towards the costs such as the S106. It was agreed to do a leaflet drop to each house to see who was interested in getting involved.-Cllr Presland and Cllr Parker would design an A5 leaflet and email it round for comment. It was agreed that Cllr Presland and Cllr Poole would attend the vision event on the 13th September at Delphi and Cllr Taylor and if available, Cllr Schwenk would attend the consultation event on the 27th September in Sudbury Town Hall. Clerk to confirm attendance.

17/138 Mandatory Tasks

- a. NPC Document Retention Periods are up to date proposed by Cllr Bower, second by Cllr Poole.
- b. Financial Regulations are up to date proposed by Cllr Bower, second by Cllr Poole.
- c. Standing Orders are up to date proposed by Cllr Bower, second by Cllr Poole.
- d. Councillors Skills Audit to be discussed at the September meeting.

17/139 Correspondence

Barclays Bank requested a letter signed by the signatories to enable the statements to be sent to the address of the clerk. This was signed and the clerk will respond to Barclays Bank.

17/140 Clerks Report (Appendix A)

Decisions following the review of the Clerk's Report:

- a. Minute 15/069: Cllr Parker will continue to follow this up with Babergh enforcement
- b. Minute 17/046a: Cllr Taylor would finish the removal of the concrete to the path to the playing field once harvest was finished.
- c. Minute 17/106: The hedge had still not been cut back following the clerk contacting the County Council highways to contact the owners of Woodean and the clerk would contact Highways again.
- d. Minute 17/129b: The hedge in Church Road had been cut back but required cutting again. Cllr Presland will contact the owners.
- e. Minute 17/129c: The purchase of a permanent Christmas Tree to be put in the September agenda.

17/141 Finance (Appendix B)

- a. The councillors had already reviewed the External Audit report produced by BDO and resolved to accept and approve it. Proposed by Cllr Bowers, second by Cllr Parker. The clerk to put the notice on the main Notice Board and on the website.
- b. The councillors reviewed the renewal premium of £316.35 for the insurance from Came & Company and this was agreed. Proposed by Cllr Schwenk, second Cllr Bower. It was agreed to view the asset register at the September meeting.

Signed _____

Date _____

MINUTES OF NEWTON PARISH COUNCIL MEETINGHeld on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

- c. All cheques signed and due for signing as itemised in the RFO Report were authorised by councillors.
- d. Another invoice had been received since the agenda was issued for £599 including VAT to Dynamic Fireworks Limited and a cheque was signed and authorised. Cllr Parker confirmed that he had arranged for himself, Cllr Bower and Cllr Taylor to attend the firework safety training.
- e. Cllr Poole confirmed that the bank statements matched the RFO report.

17/142 Planning

- a. Councillors reviewed Planning Application - DC/17/03791 – Alterations and extensions to The Willows, Church Road, Newton, Sudbury Suffolk CO10 0QR and resolved to support the application
- b. Councillors reviewed Planning Application - DC/17/03916 – Internal alterations and new enlarged window to rear elevation to Rogue House, Sudbury Road, Newton, Sudbury Suffolk CO10 0QS and resolved to support the application.
- c. Councillors reviewed Planning Application - DC/17/04074 – Conversion of existing single storey cart-lodge to a 3 bedroom bungalow at Valley Farm, Valley Road, Newton, Sudbury CO10 0QQ and resolved to support the application.
- d. No further planning applications had been received since the agenda was posted.
- e. Status of previous applications and appeals were reviewed.

| Date Received | BDC Ref | Application | NPC Ref | NPC Response | BDC Response |
|---------------|------------|---|---------|--------------|-------------------------------------|
| 14/09/12 | | Enforcement enquiry on the expected completion date of building works at Motts Farm. | 12/118d | | |
| 22/01/16 | 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 Class C3); 16.4ha of employment development (to include B1, B2 and B8 uses, a hotel (C1), a household waste recycling centre (sui generis) and a district heating network); village centre (comprising up to 1,000m ² Gross Floor Area (GFA) of retail floor space (A1, A2, A3, A4 and A5), village hall (D2), workspace (B1a), residential dwellings (C3), primary school (D1), pre-school (D1) and car parking); creation of new vehicular access points and associated works; sustainable transport links; community woodland; open space (including children's play areas); sustainable drainage (SuDS); sports pavilion (D2) and playing fields; allotments; and associated ancillary works. | 16/044c | Objected | Revisions to application 15/05/2017 |
| | | A134 Speed Restrictions | 17/057 | Objected | |
| 11/05/17 | B/17/01124 | Valley Farm, Valley Road - Notification Under Part 11 of Schedule 2 of The Town and Country Planning (General Permitted Development) Order 2015 - Demolition of 2 No. modern farm buildings within the curtilage of listed building (Valley Farmhouse). | 17/107a | Noted | |
| 12/05/17 | B/17/01072 | Caravan, Wheldons Fruit Farm, Joes Road - Application for Certificate of Lawfulness of an Existing Use ? Static caravan used as a residential dwelling. | 17/107d | Supported | |
| 15/05/17 | B/15/01718 | Chilton Woods Mixed Use Development, Land North of, Woodhall Business Park, Sudbury - Re-advertisement - Outline application (with all matters reserved except for access) - Erection of up to 1,150 dwellings (Use Class C3); 15ha of employment development..... | 17/107e | Objected | |

Signed _____

Date _____

MINUTES OF NEWTON PARISH COUNCIL MEETING

Held on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

- f. Enforcement action on the arrival of a mobile home on the land west of Wyevale: Cllr Parker will follow this up with enforcement.
- g. There is also a mobile home on Gaskins Field in Rectory Road. Cllr Parker will follow this up. It was requested that the approved planning application for the livery stables were checked as the development was not what the Councillors had envisaged. The clerk will forward the search.

17/143 Playground and Asset Maintenance Programme

- a. Cllr Taylor reported that he had not received the quote from Advantage Environment regarding repairs to playground fencing and gates and would follow this up.
- b. The report by Cllr Parker on the MUGA to be put on the September agenda.
- c. Cllr Schwenk had received a quote of £32,000 for play equipment and will get another quote for comparison. Cllr Poole suggested looking at the SLCC magazine which is full of companies advertising play equipment. The clerk will provide a copy of the magazine to Cllr Schwenk.
- d. Cllr Presland had not received a quote from OT Electrical for the works to create a permanent outlet for the Christmas tree and it was agreed to get a quote from another electrician. The clerk will contact and Cllr Parker will meet with them on site.

17/144 Bus Shelter

It was agreed to look at the bus shelter and other assets under the asset register during the litter pick on the 14th October. Litter Pick to go on the September agenda.

17/129 Questions to the Chair

Cllr Parker informed the Councillors that Cllr Crawte and himself had set up a new facebook group for Newton.

17/130 Next Meeting

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

The meeting closed at 9.25pm

Signed _____

Date _____

Series Page 427
MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

Appendice A

Agenda Item 11 Clerk's Report

| Minute | Action | Complete ✓ |
|---|--|------------|
| | Planning response sent to Babergh. | |
| | Draft Minutes published on website and in newsletters. | ✓ |
| 15/069 | Update from Mr H Wheldon circulated via email on 22nd March 2016. | |
| 17/118 a | Clerk to thank SCC James Finch for his report sent by email | ✓ |
| 17/119 | Clerk to advise the Boundary Review of councillors comments | ✓ |
| 17/120 | Clerk to thank Hastoe Housing for their respond and ask for an update | ✓ |
| 17/122 a | Cllr Parker to follow up his email to Babergh DC regarding minute 15/069 | |
| 17/122 b | Cllr Taylor to finish removal of concrete in the path to the playing field | |
| 17/122 c | Clerk to contact highways regarding the overgrown hedge | ✓ |
| 17/126 | Clerk to obtain skills audit from SALC and email this to councillors | ✓ |
| 17/129 a | Clerk to contact highways regarding the weeds on the paths | ✓ |
| 17/129 b | Cllr Presland to contact owners of the hedge in Church Road to ensure they are happy for it to be cut back | |
| 17/129 c | Cllr Taylor to investigate the purchase of a permanent Christmas Tree | |
| 17/129 d | Clerk to contact Simon Barnett SCC to advise on the deteriorating bus shelter in Airey Close | ✓ |
| 17/129 f | Clerk to forward approved planning application for the two new houses at Abbey House to clarify the access and if it was across trust land | ✓ |
| | Reported pothole on the junction of Church Road and Nicolson Count | ✓ |
| | Reported that the glass recycling bin in Church Road was full 01842 820804 | ✓ |
| Speed Watch outings (Drivers Reported) | | |
| Next watch week commencing 7th August 2017 | | |

Appendix B

Responsible Financial Officer (RFO) Report

Receipts & Payments:

| Date | Details | Ref | Power | Receipts | Payments |
|----------|------------------------------------|------|-------------------|----------|----------|
| 23/08/17 | BDO LLP - Review of return | 1109 | LA 2011 ss 1 to 8 | 0.00 | 120.00 |
| 23/08/17 | Flowers Groundcare - Grass Cutting | 1111 | LA 2011 ss 1 to 8 | 0.00 | 252.00 |
| 23/08/17 | Newton Pest Control | 1112 | LA 2011 ss 1 to 8 | 0.00 | 36.00 |

Signed _____

Date _____

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

Series Page 428
MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on **Wednesday 23rd August 2017** at Newton Village Hall at 7.30pm

Bank Reconciliation:

| Account | Statement Date | Statement Balance | Actual Balance | Unpresented Cheques | Credits not shown | Difference |
|----------------------------|----------------|-------------------|----------------|---------------------|-------------------|------------|
| Community Premium Accounts | 31/07/17 | £100.00 | | | | |
| | 31/07/17 | £16,468.16 | £15,771.87 | £651.84 | £0.00 | £44.45 |
| Tracker Account | 31/07/17 | £11,110.16 | £11,110.16 | £0.00 | £0.00 | £0.00 |
| Petty Cash | 17/08/17 | £0.00 | £0.00 | | | £0.00 |
| | | £27,678.32 | £26,882.03 | £651.84 | £0.00 | |

* Uncleared cheque of £44.45 relates to 2016/17 payment to Saracens Head

Actual v Budget

| | Budget | Actual | | Reserves | Budget | Actual |
|---------------|-------------------|------------------|------------------------|------------------|-------------------|------------------|
| Assets B/F | | £25,364.51 | | | | |
| Income | | | Expenditure | | | |
| Precept | £10,000.00 | £5,000.00 | Clerks Salary | £1,258.36 | £3,816.00 | £2,664.17 |
| Grants | £207.00 | £0.00 | Admin | | £1,900.00 | £221.70 |
| Recycling | £500.00 | £0.00 | Grants | | £800.00 | £0.00 |
| Other | £0.00 | £0.00 | Annual Subscriptions | | £425.00 | £243.84 |
| Bank Interest | £25.00 | £0.00 | Footpath Maintenance | | £300.00 | £0.00 |
| VAT Repayment | £0.00 | £616.52 | Insurance | | £320.00 | £0.00 |
| | | | Inspection | | £245.00 | £166.00 |
| | | | Maintenance | | £2,000.00 | £300.00 |
| | | | Projects | | £1,400.00 | £0.00 |
| | | | Other | | £0.00 | £0.00 |
| | | | Village Hall | | £0.00 | £0.00 |
| | | | VAT Paid | | £0.00 | £80.00 |
| | | | Contingency | | £500.00 | £0.00 |
| | | | Youth Council | | £0.00 | £0.00 |
| Total | £10,732.00 | £5,616.52 | Total | £1,258.36 | £11,706.00 | £3,675.71 |
| Total | | £30,981.03 | Assets Carried Forward | | | £27,305.32 |
| | | | Total | | | £30,981.03 |

End of Appendices.

Signed _____

Date _____

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