

Associated Papers NPC for meeting on 14th June 2017

Agenda Item 2 Dispensations

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation **you need to write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

Agenda Item 6 Correspondence Circulated

No correspondence other than that listed in this pack has been received since the last meeting. If there is an email that I have circulated which is not included on the agenda and you consider it should be discussed, please raise the item at this point.

Agenda Item 7 Clerk's Report

Minute	Action	Complete ✓
15/069	Update from Mr H Wheldon circulated via email on 22nd March 2016.	
17/046 a	Cllr Taylor to remove concrete in path to playing field.	
17/051	Still awaiting Trust confirmation of The Green's boundary.	
17/079	SALC advised of Chairman.	✓
17/083	Draft Minutes published on website and in newsletters.	✓
17/085	Organisations advised of NPC representatives	✓
17/086	Heelis & Lodge advised of appointment.	✓
17/089	Letter sent to Mr Coe.	✓
17/090	Provided telephone numbers of homes with slow broadband to SCC.	✓
17/091 d	Annual Return sent to BDO and website updated re Transparency Code.	✓
17/091 f	Payments sent to suppliers.	✓
17/092	Planning response(s) sent to Babergh.	✓
17/093	Pensions Regulations met re new Clerk.	✓
17/096	Cllr Crawte booked on BDC meeting.	✓
	Speed Watch outings (Drivers Reported)	
	No surveys to date.	

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Agenda Item 8a Responsible Financial Officer (RFO) Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
11/05/17	HMRC VAT Repayment			616.52	0.00
14/06/17	Flowers Groundcare - Grass Cutting	1104	LA 2011 ss 1 to 8	0.00	72.00
14/06/17	DF Crimmin - Expenses 28 Feb to 6th June 2017	1105	LA 2011 ss 1 to 8	0.00	163.90
30/06/17	DF Crimmin - Salary April to June	1106	LA 2011 ss 1 to 8	0.00	1,722.53
30/06/17	DF Crimmin - WFHA April to June	1106	LA 2011 ss 1 to 8	0.00	39.00
30/06/17	HMRC - DFC Clerk Tax	1107	LA 2011 ss 1 to 8	0.00	430.40
30/06/17	HMRC - NPC NI Conts for DFC	1107	LA 2011 ss 1 to 8	0.00	15.45
30/06/17	HMRC - Tax owed for 2013 / 2014	1107	LA 2011 ss 1 to 8	0.00	0.21
30/06/17	HMRC - JH Clerk Tax	1107	LA 2011 ss 1 to 8	0.00	97.60
30/06/17	J Hatton - Salary May to June	1108	LA 2011 ss 1 to 8	0.00	390.78
30/06/17	J Hatton - WFHA May to June	1108	LA 2011 ss 1 to 8	0.00	26.00

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	31/05/17	£100.00				
	31/05/17	£19,749.32	£16,603.16	£3,201.71	£0.00	£44.45
Tracker Account	31/05/17	£11,110.16	£11,110.16	£0.00	£0.00	£0.00
Petty Cash	06/06/17	£0.00	£0.00			£0.00
		£30,959.48	£27,713.32	£3,201.71	£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
Grants	£207.00	£0.00	Admin		£1,900.00
Recycling	£500.00	£0.00	Grants		£800.00
Other	£0.00	£0.00	Annual Subscriptions		£425.00
Bank Interest	£25.00	£0.00	Footpath Maintenance		£300.00
VAT Repayment	£0.00	£616.52	Insurance		£320.00
			Inspection		£245.00
			Maintenance		£2,000.00
			Projects		£1,400.00
			Other		£0.00
			Village Hall		£0.00
			VAT Paid		£0.00
			Contingency		£500.00
			Youth Council		£0.00
Total	£10,732.00	£5,616.52	Total	£1,258.36	£11,706.00
			Assets Carried Forward		£27,713.32
Total		£30,981.03	Total		£30,981.03

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Agenda Item 8a Clerk's Expenses - DF Crimmin from 28th February to 6th June 2017

Date	Description	Postage			No of Calls	Telephone Phone Call to	Printing			Travel Miles
		1st	2nd	Other			A4 Print	A3 Print	Lams	
28/02/17	Meeting Pack & Notices						142		4	
01/03/17	SLCC Meeting									6
08/03/17					2	NGGC, Hastoe				
09/03/17			1		2	NGGC, A Vince				
14/03/17					1	BDC				
15/03/17					1	G Flowers				
16/03/17					4	BDC, A Vince x 2, NGGC				
17/03/17	Meeting Pack & Notices						79		4	
20/03/17					1	P Presland				
23/03/17	Training				2	C Langley, M Render				6
28/03/17	HMRC pay-in				3	G Flowers, P Presland x 2				4
29/03/17					4	BDO LLP x 3, Came & Co				
31/03/17							15			
01/04/17	Postage cost adjustment			-£0.01						
06/04/17	Meeting Pack				3	CHT, Hastoe x 2	86		4	
07/04/17							20	8		
10/04/17	IA						35	4		
13/04/17							8		8	
14/04/17			1				10			
24/04/17	APA papers						325		2	
04/05/17	Meeting Pack						269		4	
09/05/17					1	C Poole				
11/05/17			3							
12/05/17					2	P Presland, BDC				
18/05/17					1	BDC				
19/05/17							20			
25/05/17	JH CoE				2	P Presland, BDO	49			
31/05/17					1	J Hatton	2		2	
01/06/17	Handover booklet				1	J Hatton	42			
02/06/17					3	L Parker, BDC x 2				
05/06/17	Handover						100			
06/06/17	Meeting Pack						200		4	
		0	5		34		1402	12	32	16
		£0.00	£2.80	£0.01	£4.08		£70.10	£1.20	£3.84	£7.20

Expenditure on behalf of Newton Parish Council

Date	Description	Ref	Gross	VAT	Net	Account Heading
24/03/17	Groceries for Litter Pick (Tesco receipt)	1	£16.78	0.00	£16.78	Admin
22/04/17	Wine & Food for APA (Tesco receipt)	2	£57.91	0.00	£57.91	Admin
	Postage		£2.79		£2.79	
	Printing		£71.30		£71.30	
	Laminates		£3.84		£3.84	
	Cost of Calls		£4.08		£4.08	
	Travel Costs		£7.20		£7.20	
	Total		£163.90	£0.00	£163.90	Balanced
	Mileage Rate 6/4/2011	45p				
	1st Class Post	65p				
	2nd Class Post	56p				
	A4 Printing per page	5p				
	A3 Printing per page	10p				
	AtG per page	6p				
	Laminator pouch	12p				
	Telephone Calls	10p +VAT				
						Admin
						Mileage
						VAT
						Total
						£156.70
						£7.20
						£163.90

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Agenda Item 9g Planning Status

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	Revisions to application 15/05/2017
	A134 Speed Restrictions	17/057	Objected	
B/17/00157	Valley Farm, Valley Road - Application for Listed Building Consent - Timber frame repairs, replacement insulation and re-rendering.	17/092a	Supported	Approved 14/05/2017