

NPC Councillor Pack for meeting to be held on 12th December 2018

Agenda Item 4 Dispositions

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 5 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 6 Clerk's Report

Minute	Action	Complete
	Clerk to investigate to cost of installation of a defibrillator at the village hall.	
	Clerk to contact Hastoe for a progress report	

Finance

Agenda Item 7e Responsible Financial Officer (RFO) Report

Receipts & Payments

31/07/18	ICO - Data Protection	d/d	LA 2011 ss 1 to 8	0.00		35.00
12/09/18	Dynamic Fireworks	1149	CANCELLED	0.00		0.00
10/10/18	Lee Parker	1151	LA 2011 ss 1 to 8	0.00		599.00
03/09/18	Interest			20.72	y	0.00
10/09/18	Babergh - Precept			5,186.40	y	0.00
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		8.87
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		21.50
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		11.97
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		9.30
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		5.00
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		18.77
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		175.97
17/09/18	Graham Parry - NNPT	1150	LA 2011 ss 1 to 8	0.00		13.98
04/09/18	P. Scammell	1148	LA 2011 ss 1 to 8	0.00		528.00
10/10/18	Royal British Legion	1157	LA 2011 ss 1 to 8	0.00		50.00
19/10/18	C. Langley	1156	LA 2011 ss 1 to 8	0.00		22.99
25/10/18	Came & Co.	1155	LA 2011 ss 1 to 8	0.00		379.00
31/10/18	Playsafety	1153	LA 2011 ss 1 to 8	0.00		84.00
29/10/18	PFK Littlejohn	1152	LA 2011 ss 1 to 8	0.00		240.00
22/10/18	Babergh - CIL			1,371.61	y	0.00
17/10/18	Clerk's Salary	1154	LA 2011 ss 1 to 8	0.00		1,071.32
17/10/18	Royal British Legion	1154	LA 2011 ss 1 to 8	0.00		250.00
17/10/18	Babergh - Temporary Event Notice	1154	LA 2011 ss 1 to 8	0.00		21.00

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	31/10/18	£100.00				
Premium Accounts	31/10/18	£44,824.33	£44,874.33	£50.00	£0.00	£0.00

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Tracker Account	31/10/18	£11,128.74	£11,128.74	£0.00	£0.00	£0.00
Petty Cash	31/10/18	£0.00	£0.00			£0.00
		£56,053.07	£56,003.07	£50.00	£0.00	

Actual v Budget

0	Budget	Actual	Reserves	Budget	Actual
Assets B/F		£44,267.69			
<u>Income</u>			<u>Expenditure</u>		
Precept	£10,000.00	£10,372.81	Clerks Salary	£4,080.00	£2,363.45
Grants	£207.00	£4,690.00	Admin	£1,900.00	£289.00
Recycling	£500.00	£370.20	Grants	£800.00	£50.00
CIL/Other	£0.00	£1,371.61	Annual Subscriptions	£425.00	£350.47
Bank Interest	£25.00	£50.24	Footpath Maintenance	£300.00	£0.00
VAT Repayment	£554.28	£554.28	Insurance	£320.00	£379.00
			Inspection	£245.00	£270.00
			Maintenance	£2,000.00	£695.99
			Projects	£1,400.00	£991.31
			Other	£0.00	£0.00
			Village Hall	£0.00	£0.00
			VAT Paid	£0.00	£284.54
			Contingency	£500.00	£0.00
			Youth Council	£0.00	£0.00
Total	£11,286.28	£17,409.14	Total	£0.00	£5,673.76
			Assets Carried Forward		£56,003.07
Total		£61,676.83	Total		£61,676.83

Agenda Item 8b – Budget Proposals

Please find below tables which show a comparison between 2017 / 18 budget and actual, 2018 / 19 budget, actual to date and that *anticipated at year end* and the proposed budget for 2019 / 20.

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	2017 / 18		2018 / 19			2019 / 20
	Budget	Actual	Budget	Actual to Date	To year end	Budget
Income						
Grants	207.00	309.83	207.00	4,690.00	4,690.00	0.00
Recycling	500.00	293.51	500.00	370.20	370.20	370.00
CIL/Other	0.00	18,428.89	0.00	1,371.61	1,371.68	0.00
Bank Interest	25.00	31.94	25.00	50.24	60.00	60.00
VAT Repayment	0.00	616.52	554.28	554.28	554.28	0.00
Total Income	732.00	19,680.69	1,286.28	7,036.33	7,046.16	430.00
Precept		9,282.64		10,372.81		
Expenditure						
Clerks Salary	£3,816.00	£5,129.42	4,080.00	2,363.45	4,081.28	4,162.00
Admin	£1,900.00	£910.74	1,900.00	289.00	1,000.00	1,806.00
Grants	£800.00	£600.00	800.00	50.00	800.00	800.00
Annual Subscriptions	£425.00	£243.84	425.00	350.47	425.00	425.00
Footpath Maintenance	£300.00	£350.00	300.00	0.00	300.00	360.00
Insurance	£320.00	£316.35	320.00	379.00	379.00	400.00
Inspection	£245.00	£236.00	245.00	270.00	350.00	350.00
Maintenance	£2,000.00	£1,047.77	2,000.00	695.99	1,200.00	1,200.00
Projects	£1,400.00	£880.17	1,400.00	991.31	1,400.00	1,400.00
Other	£0.00	£41.67	0.00	0.00	0.00	0.00
Village Hall	£0.00	£467.27	0.00	0.00	0.00	0.00
VAT Paid	£0.00	£554.28	0.00	284.54	350.00	0.00
Contingency	£500.00	£0.00	500.00	0.00	500.00	500.00
Youth Council	£0.00	£0.00	0.00	0.00	0.00	0.00
Total Expenditure	£11,706.00	£10,777.51	11,970.00	5,673.76	10,785.28	11,403.00

Explanatory Notes:

Admin. includes a big reserve, in-case an election is required.

- **Expenses in 2017/18** (£910.74) included Clerk's Expenses, SLCC Membership, ICO Data Protection, and Village Hall Hire.
- **Expenses in 2018/19** (£289.00 *to date*). Expected additions will include Clerk's Expenses and Village Hall Hire – Estimated to be about £700.00

Maintenance always includes a big reserve in-case of emergency repairs.

- **Expenses in 2017/18** (£1047.77) included Footpath Cutting, Grass Cutting, Asset Maintenance, and bin emptying.
- **Expenses in 2018/19** (£695.99 *to date*). Expected additions will include footpath & grass cutting, asset maintenance – Estimated to be about £1,200

Income

Income sources for 2019 / 20 have been based on those for 2018 / 19.

Expenditure

The following should be noted:

- A Training Budget is proposed at £500 . 2019 / 20 is expected to include training costs for councillors (£300.00) and for further training for the clerk (£200.00).
- A £1,900 budget is proposed for projects (and Contingency) that NPC may wish to undertake in 2019 / 20

NPC is asked to consider **a total expenditure budget of £11,403 for 2019 / 20.**

Notes On Budget For Next Year

NPC Councillor Pack for meeting to be held on 12th December 2018

Income	2019 /20 Budget	
Grants	0	
Recycling	370	BDC Recycling Grant
CIL/Other	0	
Bank Interest	60	
VAT Repayment	0	
Total Income	430	
Precept		
Expenditure		
Clerks Salary	4162	2% salary increase
Admin	1806	VH Hire £500 / Expenses £500 / Refreshments £150 / Training £500 / WFH allowance £156
Grants	800	Church £400 / Xmas £100 / British Legion £50.00 / Other £250
Annual Subscriptions	425	SALC £250 / Clerk SLCC £90 / Onesuffolk £50 / ICO £35.00
Footpath Maintenance	360	6 cuts @ £60.00
Insurance	400	5% increase
Inspection	350	External Audit £200 / Internal Audit £80 / RoSPA £80
Maintenance	1200	Wooden Assets £700 / Grass Cutting £500 /
Projects	1400	
Other	0	
Village Hall	0	
VAT Paid	0	
Contingency	500	
Youth Council	0	
Total Expenditure	11403	

Agenda Item 8c – Payments

1. Neighbourhood Planning Team (Graham Parry) Cheque No. 1150 £265.36
2. Expenses for Fireworks Night (Lee Parker) Chq No. £

Agenda Item 9c Planning Status

Application Reference	Address	Planning Details	NPC Minute	Parish Council Comments	Babergh DC Comments
DC/18/04659	Brooke House Sudbury Road Newton	Application for Listed Building Consent - new traditional softwood lathes and fibre lime plaster	18/131a	Supported	Awaiting decision
DC/18/04540	Valleyfields Valley Road Newton	Application under section 73 of the Town and Country Planning Act DC/18/02033 to enable repositioning of outbuilding	18/131b	Supported	Awaiting decision
DC/18/03924	Marks Meadow Rectory Road Newton	Outline Planning Application- Erection of 3No dwellings with garages and creation of new accesses	18/119a	Not supported	Awaiting decision
DC/18/02135	Valley Farm Valley Road Newton	Listed Building Consent - Reconstruction of roof structure.	18/081a	Supported	Awaiting decision

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DC/18/02157	Valley Farm Valley Road Newton	Listed Building Consent. Renovation of timber framed barn	18/081a	Supported	Awaiting decision
DC/18/03754	Land North East Of Valley Farm Valley Road Newton	Notification for Prior Approval Application under Schedule 2 Part 6 of the Town and Country Planning (General Permitted Development) Order 2015 - Erection of agricultural building.	18/105a	Comments made	Decided
DC/18/00187	Land To The North Of Valley Farm Valley Road Newton Suffolk	Prior Approval Application under Part 6, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 - Excavation to provide farm reservoir for crop irrigation.		Supported	Granted
DC/18/02465	1 Tudor Cottages Sudbury Road Newton	Application for Listed Building Consent - Remove full patched render and replace with Lime render; Replace like for like box sash windows	18/081d	Supported	Refused
DC/18/00725	Gothic House Sudbury Road Newton	Application for Listed Building Consent. Replacement of side elevation upstairs bedroom window and porch windows.		Supported	Withdrawn
DC/18/00190	Site Adjacent Red House Farm Newton	Planning Application. Erection of 9 No. Dwellings.		Supported	Awaiting decision

