



**MINUTES OF NEWTON PARISH COUNCIL MEETING**

Held on **Wednesday 8<sup>th</sup> November 2017** at Newton Village Hall at 7.30pm

**Present:** Councillors Sue Crawte (Vice Chairman), Russell Bower, Colin Poole and Philip Taylor.

**Attending:** Jane Hatton (Clerk) and 7 members of public.

**17/165 Apologies for Absence**

Apologies received from Cllr Rita Schwenk (holiday) and Cllr Lee Parker (another meeting). Cllr Paul Presland had another meeting and would be late. County Councillor James Finch had previously sent his apologies as he had been advised to take complete rest.

**17/166 Declaration of Interests and Requests for Dispensation**

No declaration of interest or request for dispensation had been received.

**17/167 Minutes of meeting held on the 13<sup>th</sup> September 2017**

The minutes of the meeting were approved as a true record.

**17/168 Public Forum**

- a. A member of the public had noticed in the budget that the footpaths were cut 6 times a year and commented that this was not enough for the allotment footpath and that the cuttings are not removed. The same member said that her husband also cut the said path in between the contractors cuts. It was agreed that the clerk would investigate what the contractor was contracted to do.
- b. Mr Kelling owner of Gaskins Field, Rectory Road had attended the meeting to answer the concerns regarding the development on the field. He said that he was looking for a property in Newton and was not going to apply for planning permission to build a property on the field. The enforcement officer from BDC was coming out the following Wednesday to investigate the possible breaches of a static caravan, pond and bund and Mr Kelling said that if there were any breaches, these would be put right. He commented that there are only tools stored in the static caravan. He did have planning permission for a menage and there had been a number of lorries delivering sand and he had planning permission for polytunnels which would be put up next year.
- c. Members of the public discussed their difficulties regarding broadband access and speed. They were advised that County Councillor James Finch had been looking at this locally but was currently unwell. It was agreed that the clerk would contact the person dealing with broadband, to whom the Parish Council had sent a number of telephone numbers of people who had broadband problems. They responded in June, but there had been no further communication, therefore the Clerk would make contact.
- d. A member of the public raised the question of parking and those not observing the highway code and parking on corners or in front of driveways and they thought all this parking related to a business being run at a neighbouring property. They were informed that parking enforcement is currently with the police but if there was a commercial business operating from a private residence then this may be raised with planning enforcement and that the district councillor would be informed and asked to investigate.

**17/169 Affordable Housing**

No update had been received from Hastoe Housing Association with regards a date for the public consultation and this will be followed up again by the clerk.

Signed \_\_\_\_\_

Date \_\_\_\_\_

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**17/170 Correspondence**

- a. A letter had been received from a resident concerned with surveyors looking at land and a response was sent confirming that a public consultation will take place and villagers will be able to express their views then.
- b. A response had been received from John Davies at BDC regarding the Agricultural Barns at Rotten Row and that he would take this case forward.
- c. A response had been received from Alexandra Maher regarding the byway between Rotten Row and Joes Road and that as they had been notified of evidence of the possible route, they have a legal duty to investigate and take the claim forward. This will be a lengthy process but she will try to move it forward.
- d. Cllr Poole mentioned the email which had been received since the agenda had been issued regarding Suffolk minerals & waste local plan and asked that this be put on the December agenda.

**17/171 Clerks Report (Appendix A)**

Decisions following the review of the Clerk's Report:

- a. Minute 15/069: See 17/170c
- b. Minute 17/122: Cllr Taylor had removed the concrete
- c. Minute 17/150a: Cllr Parker had forwarded a response from enforcement to the clerk, which confirmed that they had met with the developer and that there was a static caravan used for storage. The developer intended to submit an application for an outbuilding to replace the caravan. They confirmed with the developer that planning permission is required for the caravan and they will write to them requesting it is removed.
- d. Minute 17/150b: Cllr Parker had forwarded a response from enforcement that they are meeting with the developer on the following Wednesday.
- e. Minute 17/158: Cllr Bower was waiting for a response from UK Power regarding where the power supply was located for the permanent Christmas Tree

**17/172 Planning**

- a. The councillors reviewed **Planning Application B/17/04969 Kintore, Rectory Road, Newton** - Application for erection of a single storey rear extension and resolved to support the application.
- b. No planning applications had been received since the agenda was posted
- c. 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		

Signed \_\_\_\_\_

Date \_\_\_\_\_

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22/01/16	B/15/01 718	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 1,000m2 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 and sent again 12/10/17
		A134 Speed Restrictions	17/057	Objected	
11/05/17	B/17/01 124	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/17/01 072	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/15/01 718	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	
31/07/17	DC/1703 916	Listed building consent for internal alterations and enlarged window to the rear to Rogue House, Sudbury Road, Newton CO10 0QS	17/142b	Supported	Granted
16/10/17	DC/17/0 4969	Erection of a sing storey rear extension to Kintore, Rectory Road, Newton CO10 0QZ			

**17/173 Community Led Plan/Neighbourhood Plan**

- a. The councillors agreed to formally approve to proceed with the Neighbourhood Plan proposed by Cllr Taylor, second Cllr Poole
- b. The councillors reviewed the leaflet provided by Cllr Presland and agreed a date for the consultation of 20<sup>th</sup> January 2018 at 10am in the Village Hall, clerk to confirm the booking. Comments were opened to the public; which were that it was too wordy and maybe use bullet points. The councillors agreed to each redraft a leaflet and email it to Cllr Crawte
- c. Cllr Schwenk has set up a meeting with a company to look at the play equipment. This to take place on Saturday, 18<sup>th</sup> November, at 10:00 am.
- d. Cllr Crawte confirmed that she had updated the Parish Council page on the website, with photographs of Councillors and will incorporate the Welcome to Newton booklet onto the website in the near future.
- e. See minutes 17/171e
- f. No councillors were available to attend The Design Training on the 21<sup>st</sup> November

Signed \_\_\_\_\_

Date \_\_\_\_\_

**MINUTES OF NEWTON PARISH COUNCIL MEETING**

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**17/174 Playground and NPC Assets**

The fence panels had been repaired and had been kicked down again, Cllrs Taylor and Bower will repair these. The teak benches need to be maintained and the councillors will look at when this can be done. The bench which was located behind the village hall was not in a condition to be repaired and prices for a new bench to be located on the playing field will be needed. It was agreed to get quotes for the bus shelter in Airey close for new windows and a re-varnish to compare with the quote of £400 from SCC.

**17/175 Firework Event**

The Firework event had been a success and all the monies raised were currently being collected in by Cllr Presland. Comments were opened to the public; it was suggested that there could be more for younger children such as a roundabout and suitable catering. It was also suggested that maybe the bonfire could be lit earlier so that it was alight when people arrive. It was agreed that the suggestions would be looked into for 2018.

**17/176 Christmas Tree and Lights**

Insurance was confirmed. It was agreed that Cllr Taylor would arrange for the tree to be put up on the 3<sup>rd</sup> December with the light switch on at 6.30pm on Sunday 3<sup>rd</sup> December.

**17/177 Superfast Broadband**

See minute: 17/168c

**17/178 Meeting Dates for 2018**

The councillors resolved to meet on the following dates in 2018:

2018	Newton PC Meetings
January	10 <sup>th</sup>
February	7 <sup>th</sup>
March	7 <sup>th</sup>
April	11 <sup>th</sup> and APA 25 <sup>th</sup>
May	9 <sup>th</sup> Annual Meeting
June	13 <sup>th</sup>
July	11 <sup>th</sup>
September	12 <sup>th</sup>
October	10 <sup>th</sup>
November	7 <sup>th</sup>
December	12 <sup>th</sup>

**17/179 Newton Hall Trust and Village Hall Updates**

Cllr Taylor confirmed that dates for the next meeting of the Trust were being arranged. There was no Village Hall report due to Cllr Schwenk's absence.

**17/180 Questions to the Chair**

No questions to the chair

**Cllr Presland arrived at 8.50pm**

Signed \_\_\_\_\_

Date \_\_\_\_\_

**MINUTES OF NEWTON PARISH COUNCIL MEETING**Held on **Wednesday 8<sup>th</sup> November 2017** at Newton Village Hall at 7.30pm**17/181 Finance**

- a. All cheques signed and due for signing were authorised by the councillors.
- b. The councillors reviewed the revised Budget Proposal (Appendix B) and resolved to set an Expenditure Budget of £11,849.51 for 2018/2019.
- c. Councillors agreed that the finance would be reviewed quarterly.

**17/182 Next Meeting**

The next scheduled meeting is on Wednesday 13<sup>th</sup> December starting at 7.30pm.

**17/183 Standing Orders**

The councillors resolved that in accordance to NPC's Standing Order 3d the public and press be excluded from the meeting due to the confidential nature of the Clerk's Contract of Employment.

**17/184 Recruitment of a New Clerk**

Clerk vacancy January 2018

The chairman informed Councillors that an 'expression of interest' had been received and he had met with the applicant for an outline discussion. In the Chairman's opinion, the applicant has the experience to warrant a formal interview. Councillors agreed to invite the applicant for an interview in early December 2017 (date tbc)

**The meeting closed at 9.30pm**

**Appendice A**

Minute	Action	Complete ✓
	Planning response sent to Babergh.	✓
	Updated website	✓
	Draft Minutes published on website	✓
15/069	Update from Mr H Wheldon circulated via email on 22nd March 2016 - John Davies BDC planning contacted to request update and pursue	✓
17/122 b	Cllr Taylor to finish removal of concrete in the path to the playing field	<input type="checkbox"/>
17/150 a	Cllr Parker to follow up enforcement regarding static caravan on the land west of Wyevoles	<input type="checkbox"/>
17/150 b	Cllr Parker to follow up enforcement regarding the mobile home and that no activities apart from those applied for were on Gaskins Field, Rectory Road	<input type="checkbox"/>
17/150 d	Cllr Parker to access a map identifying the boundary of the parish	<input type="checkbox"/>
17/158	Cllr Bower to contact UK Power to find out who to contact regarding an independent electricity box	<input type="checkbox"/>
17/176	Clerk contacted Bradley Smith at STC to arrange road signs for litter pick	✓
<b>Clerk Hours</b>		<input type="checkbox"/>
From the 1st May 2017 to 27th October 2017 - 172 hours 35 worked / 156 paid		<input type="checkbox"/>

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Newton Parish Council adopted the General Power of Competence on the 13<sup>th</sup> May 2015.**

**MINUTES OF NEWTON PARISH COUNCIL MEETING**Held on **Wednesday 8<sup>th</sup> November 2017** at Newton Village Hall at 7.30pm**Appendice B**

	2015/16		2016/17		2017/18			2018/19
	Budget	Actual	Budget	Actual	Budget	Actual YTD	Est to YE	Budget
<b>Income</b>								
Grants In	200.00	272.64	207.00	1,696.14	207.00	-	207.00	207.60
Recycling	400.00	800.92	500.00	720.60	500.00	293.51	500.00	500.00
Fireworks	-	-						750.00
Other	-	2,201.17		1,655.08				
CIL	-	-	-	-	-	17,373.89	17,373.89	-
Bank Interest	10.00	13.19	25.00	10.51	25.00	-	15.00	-
VAT Repayment	-	397.71	-	305.73	-	616.52	616.52	-
<b>Total income</b>	<b>610.00</b>	<b>3,685.63</b>	<b>732.00</b>	<b>4,388.06</b>	<b>732.00</b>	<b>18,283.92</b>	<b>18,712.41</b>	<b>1,457.60</b>
Precept		9,282.64		9,380.00			10,000.00	

<b>Expenditure</b>								
Clerk's Salary	3,705.91	3,705.92	3,742.85	3,761.29	3,816.00	3,396.75	4,500.00	3,964.83
Pension								148.68
Admin	1,750.00	2,098.42	1,900.00	870.56	1,900.00	440.39	1,900.00	1,206.00
Grants Out	700.00	550.00	700.00	975.00	800.00	450.00	800.00	750.00
Annual Subscriptions	290.00	257.00	280.00	286.80	425.00	243.84	425.00	425.00
Footpath Maintenance	350.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00
Insurances	425.00	296.31	320.00	310.57	320.00	316.35	316.35	320.00
Inspection	245.00	234.00	245.00	236.00	245.00	236.00	236.00	350.00
Maintenance	1,820.00	989.72	1,820.00	2,124.77	2,000.00	420.00	2,000.00	1,960.00
Projects	1,000.00	1,234.13	1,400.00	1,982.79	1,400.00	780.17	1,400.00	500.00

Signed \_\_\_\_\_

Date \_\_\_\_\_

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Fireworks								750.00
Christmas								100.00
Training			-	-	-	-	-	500.00
Other	400.00	194.00	-	1,012.44	-	41.67	41.67	75.00
Village Hall	-	-	-	-	-	-	500.00	-
VAT Paid	-	305.73	-	616.52	-	342.56	480.00	-
Contingency	500.00	-	500.00	-	500.00	-	500.00	500.00
<b>Total Expenditure</b>	<b>11,185.91</b>	<b>10,165.23</b>	<b>11,207.85</b>	<b>12,476.74</b>	<b>11,706.00</b>	<b>6,967.73</b>	<b>13,399.02</b>	<b>11,849.51</b>

**End of Appendices.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

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