

MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 18th July 2018 at Newton Village Hall at 7.30pm

All Present

Councillors: Paul Presland (Chairman), Sue Crawte; Lee Parker,

Attending

Adrian Beckham (Clerk), and 2 members of the public.

18/085 Apologies for Absence

Cllrs. Phil Taylor; Russell Bower; Rita Schwenk; Colin Poole; and James Finch (Suffolk County Councillor) sent their apologies.

18/086 Declaration of Interests and Requests for Dispensation

Cllr Parker declared a non-pecuniary interest in Agenda item **10b - DC/18/03097 (NMA)** and did not take part in the discussion.

18/087 Minutes of meeting held on the 9th May 2018

It was noted that a mistake had been made in **18/077e** . Cllr Lee Parkers report should have stated a “5 year land supply” (instead of “12 year land supply”). The minutes were corrected. The minutes of the meeting were then approved by the councillors and signed by the Chairman as a correct record.

18/088 Public Forum

Cllr James Finch (Suffolk County Council) provided a report to be read at the meeting. Items covered include:

- a. Consultation launched on specialist education services for children and young people.
- b. A major review on how the highways in Suffolk are maintained.
- c. Affordable Solar Power to Suffolk - Homeowners, schools, small businesses and community groups have until 21 August to register for free and without obligation at www.solartogethersuffolk.co.uk
- d. **Better Broadband** - The residents of Rectory Road, Newton are served by Sudbury P50, which has been upgraded to “Fibre to the cabinet” (FTTC), but the records up until recently had not been correctly updated by BT for some these properties and so previous enquiries provided incorrect information. An Openreach co-ordinator was dispatched to Newton at the end of June , and has now updated these records. It should take between 6 and 10 days for all the ‘downstream’ systems to be updated, and it should then be possible for a number of properties to order an upgrade to FTTC. To be absolutely sure please provide to me the landline on which you would like to upgrade the broadband if a resident is not successful.

Cllr Lee Parker (Babergh District Council) reported that Babergh District Council has demonstrated a six and a half-year land supply – meaning the council has enough land to meet housing needs in the future. Also; that the Boundary Commission report should be published in September 2018 and Cllr. Parker will update the council at the next meeting.

18/089 Correspondence

A quote for repair of the NPC Notice Boards has been received for £399.00 . However, as only a small number of councillors were available, it was decided to defer this matter until the next meeting.

18/090 Clerks Report

- a. Hastoe and the land owner are now in agreement and plans to move forward should be forthcoming after the summer. Clerk to endeavor to get a report before the next meeting.
- b. The empty phone box will be removed via BT contractors before March 2019.
- c. Following on from Cllr. James Finch’s success in getting Fibre Broadband into Rectory Road. The Clerk has asked for all responses to the questionnaire regarding poor broadband signal in Newton to be forwarded to him as soon as possible.
- d. National Power have been contacted regarding the tree laying across the powerlines running along the footpath to the allotments. Also, the re-cycle bins are full and the contractor has been asked to empty them as soon as possible.

18/091 Drainage in Church Road

As Cllr. Taylor was un-available it was decided to defer this matter until the next meeting.

Signed _____

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18/092 Finance

- a. Further training for the Clerk via SALC and SLCC were approved - Cheque Nos.101145 (£34.800 & 101146 (£118.80).
- b. Clerk's remuneration was approved – Cheque No.101147 (£1292.13)
- c. Payment for repairs to the play area were approved – Cheque No.101148 (£528.00).
- d. The councillors noted the income received since the last meeting, agreed the Reconciliation of Accounts against the Bank Statements and reviewed the Statement of Accounts against the budget..

18/093 Planning

- a. **Planning Application DC/18/02344 ; (ii) DC/18/02135** - Erection of cart lodge, Valley Farm, Valley Road, Newton . NPC resolved to support this planning application.
- b. **Applications received since agenda was posted:**
 - i. Non Material Amendment to **Application DC/18/00404** - Amend external colour of boarding on cart-lodges from Black to 'Off White' **The Yew Assington Road, Newton** . NPC resolved to support this amendment.
 - ii. Non Material Amendment to **Application B/17/01105 (DC/18/03097)** - To move additional side garage from Plot 2 to front of dwelling and convert to 2 No car ports. Extend the driveway to the rear. To reduce, reposition and alter in a minor manner Plots 1,2,3 & 6. To elevationally alter plots 4 & 5. To marginally reposition the garages to Plot 3,4,5 & 6. **Red House Farm Sudbury Road, Newton**. NPC resolved to support this amendment.
 - iii. Non Material Amendment to **Application B/16/01038/FUL** - To move the positions of the dwellings by minor amounts; semi-detached bungalows separated by minor amount to form detached bungalows (minimal decrease in floor area); communal garaging altered (no increase) and garaging to plot 10 altered (no increase). **Red House Farm Sudbury Road, Newton** . NPC resolved to support this amendment.
- c. Updates on existing applications are contained in Appendix.

18/094 Electricity Supply for Christmas Lights

Cllr. Bower although unable to attend left a report. Stating that he hoped to arrange a site visit in August. NPC reviewed the current situation and asked that Cllr Bower to provide an update on progress at the next meeting.

18/095 Reports

- a. Newton Trust – No report available.
- b. Newton Village Hall – No report was available.
- c. NNPT – A housing survey is planned for August and a questionnaire will be distributed to every household.

18/096 Standing Orders and Financial Regulations

The councillors reviewed the proposed changes to NPC's Standing Orders, which includes updates for GDPR, the Transparency Code, public rights at meetings and public contracts, and resolved to agree the changes and adopt the Standing Orders from the next NPC meeting. The councillors reviewed NPC's Financial Regulations and did not see the need for any changes at this time.

18/097 Questions to the Chair

- a) Cllr Presland asked the clerk to communicate with the NNPT about the update to the Standing Orders and Financial Regulations.
- b) Cllr Presland asked the clerk to investigate cost of small notice boards for the play area entrances and report back at the next meeting.

Next Meeting

The next scheduled meeting is on Wednesday 12th September 2018 starting at 7.30pm.

Meeting closed at 8.45pm

Signed _____

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APPENDIX

Agenda Item 7 Clerk's Report

Minute	Action	Complete
	Recycling bins will be emptied a.s.a.p.	
18/084	National Power contacted regarding tree on footpath to allotments	✓
18/065a	Hastoe Progress – Update expected after 5 th July	✓
18/065b	Broadband Questionnaire published in the newsletter. So far we have had 10 responses (8 complaining about the poor signal)	✓
18/084	National Power contacted regarding tree lying on powerlines	✓
18/080f	Sid Scammell authorised to proceed with repairs to playground	✓

Agenda 9a & 9b Finance

Authorise payments

1. SALC Training course (12 Sept) - £29.00 + (£5.80 VAT)
2. SLCC Online training ILCA - Introduction to Local Council Administration £99.00 + (£19.80 VAT)
3. Cheque payable for Clerks Salary - £1292.13
 - i) **March – April 2018 - £220.81**
 - ii) **April – June 2018 – £1020.32 (Salary increase - Minute 18/066)**
 - iii) **Working from home allowance (05/03/18 – 01/07/18) - £51.00**
4. Cheque for Play area repairs - £528.00

Agenda Item 9c Responsible Financial Officer (RFO) Report

Receipts & Payments

Date	Details	File Ref	Ref	Minute	Power	Receipts	Payments
Community & Premium Accounts							
01/04/18	Balance Brought Forward					33,150.04	0.00
04/04/18	Babergh - Recycling Grant					370.20	0.00
09/04/18	Babergh - Precept					5,186.41	0.00
09/05/18	One Suffolk Web Hosting		1143	18/067	LA 2011 ss 1 to 8	0.00	60.00
09/05/18	Heelis & Lodge - Internal Auditor		1144	18/066	LA 2011 ss 1 to 8	0.00	80.00
09/05/18	SLCC - Annual Subscription		1142	18/067	LA 2011 ss 1 to 8	0.00	92.00
11/04/18	SALC - Annual Subscription		1141	18/067	LA 2011 ss 1 to 8	0.00	250.16
11/04/18	SALC - Training		1140	18/067	LA 2011 ss 1 to 8	0.00	55.20
11/04/18	P. Scammell		1139	18/035c	LA 2011 ss 1 to 8	0.00	145.00
11/07/18	Clerk's Salary				LA 2011 ss 1 to 8	0.00	1,292.13
11/07/18	SALC Training				LA 2011 ss 1 to 8	0.00	34.80
11/07/18	SLCC - Training				LA 2011 ss 1 to 8	0.00	118.80

Bank Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	31/05/18	£100.00				
Premium Accounts	31/05/18	£38,064.29	£36,578.56	£1,585.73	£0.00	£0.00
Tracker Account	31/05/18	£11,117.65	£11,117.65	£0.00	£0.00	£0.00
Petty Cash	31/05/18	£0.00	£0.00			£0.00
		£49,281.94	£47,696.21	£1,585.73	£0.00	

Signed _____

Date _____

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

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Actual v Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£44,267.69				
<u>Income</u>	-		<u>Expenditure</u>	-		
Precept	£10,000.00	£5,186.41	Clerks Salary		£4,080.00	£0.00
Grants	£207.00	£0.00	Admin		£1,900.00	£126.00
Recycling	£500.00	£370.20	Grants		£800.00	£0.00
CIL/Other	£0.00	£0.00	Annual		£425.00	£392.16
Bank Interest	£25.00	£0.00	Subscriptions			
VAT	£554.28	£0.00	Footpath		£300.00	£0.00
Repayment			Maintenance			
			Insurance		£320.00	£0.00
			Inspection		£245.00	£0.00
			Maintenance		£2,000.00	£145.00
			Projects		£1,400.00	£0.00
			Other		£0.00	£0.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£19.20
			Contingency		£500.00	£0.00
			Youth Council		£0.00	£0.00
Total	£11,286.28	£5,556.61	Total	£0.00	£11,970.00	£682.36
			Assets Carried Forward			£49,141.94
Total		£49,824.30	Total			£49,824.30

	Budget	Actual		Reserves	Budget	Actual
Assets B/F		£44,267.69				
<u>Income</u>	-		<u>Expenditure</u>	-		
Precept	£10,000.00	£5,186.41	Clerks Salary		£4,080.00	£1,292.13
Grants	£207.00	£0.00	Admin		£1,900.00	£254.00
Recycling	£500.00	£370.20	Grants		£800.00	£0.00
CIL/Other	£0.00	£0.00	Annual		£425.00	£392.16
Bank Interest	£25.00	£0.00	Subscriptions			
VAT	£554.28	£0.00	Footpath		£300.00	£0.00
Repayment			Maintenance			
			Insurance		£320.00	£0.00
			Inspection		£245.00	£0.00
			Maintenance		£2,000.00	£145.00
			Projects		£1,400.00	£0.00
			Other		£0.00	£0.00
			Village Hall		£0.00	£0.00
			VAT Paid		£0.00	£44.80
			Contingency		£500.00	£0.00
			Youth Council		£0.00	£0.00
Total	£11,286.28	£5,556.61	Total	£0.00	£11,970.00	£2,128.09
			Assets Carried Forward			£47,696.21
Total		£49,824.30	Total			£49,824.30

Signed _____

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Agenda Item 10c Planning Status

Application Reference	Address	Planning Details	NPC Minute	Parish Council Comments	Babergh DC Comments
DC/18/02033	Valleyfields Valley Road Newton	Erection of two storey rear extension, single storey rear extension and front porch. Materials and fenestration alterations and erection of detached outbuilding with annexe over.	18/081c	Supported	Awaiting Decision
DC/18/02135 / DC/18/02157	Valley Farm, Valley Road Newton	Application for Listed Building Consent - Replacement of roof covering, timber repairs, pointing brickwork, rebuilding a section of wall, replacement of concrete floor and renewal of steel gutters of cartlodge. / Application for Listed Building Consent. Renovation of timber framed barn consisting of replacement cladding (cement render and weatherboarding.) Replacement of tin roof and installation of rainwater disposal system.	18/081a	Supported	Awaiting Decision
DC/18/02231	Valley Farm Valley Road Newton	Discharge of Conditions for Application DC/17/04074 - 3 (Details of bin storage), 5 (Details of screen walls and fences), 6 (Parking layout), 7 (Details of windows), 8 (Agreement of materials), 9 (Details of floor construction), 10 (Details of works to timber frame), 11 (Details of eaves and verges), and 12 (Insulation details)	18/081d	Supported	Awaiting Decision
DC/18/02150	Redwoods Church Road Newton	Erection of single storey extension to rear of property.	18/081b	Supported	Awaiting Decision
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	Awaiting Decision

Signed _____

Date _____