

MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 14th November 2018 at Newton Village Hall at 7.30pm

All Present

Councillors: Sue Crawte (Chairman), Lee Parker, Russell Bower, Colin Poole

Attending

Adrian Beckham (Clerk), and 3 members of the public.

18/124 Apologies for Absence

Cllrs. Paul Presland, Phil Taylor, Rita Schenk and James Finch (Suffolk County Council), sent their apologies.

18/125 Declaration of Interests and Requests for Dispensation

Cllr Parker declared a non-pecuniary interest in Item 9 as he is on the Babergh Planning Committee.

18/126 Minutes of meeting held on the 10th October 2018

The minutes of the meeting were then approved by the councillors and signed by the Chairman as a correct record.

18/127 Public Forum

Cllr James Finch (Suffolk County Council) provided a report. Items covered included:

- a. Carers (Mid Suffolk Home First) have been awarded the top rating: "Outstanding".
- b. Suffolk County Council is calling on family carers to share their experiences. Carers can complete the survey online at <https://www.smartsurvey.co.uk/s/FamilyCarers/>
- c. The county council has launched its annual budget consultation and faces the challenge of making a saving of £25 million in 2019/20.
- d. There are on-going problems with Broadband in Newton. Please let the Clerk know your name and landline phone number; if you can receive superfast broadband, but have not been connected

Cllr Lee Parker (Babergh District Council) reported that:

- a. After a period of unusually high sickness it was good to report that bin collections were back to normal.
- b. Babergh District Council should be congratulated for distributing £119,000 of CIL monies in 2018, to local parish councils for approved projects. Newton Parish Council welcome suggestions to be considered for the next spending round in 2019. Please contact the Clerk for more information.

18/128 Correspondence

- a. Cllr. Bower will contact Nick Pringle – Fit Villages co-ordinator.
- b. Clerk reported that communication had been received from Hastoe regarding the sheltered Housing Scheme. Surveying has now started and they are hopeful that plans and a public meeting will be possible before December 2018.
- c. Elizabeth Ling, Community Housing Enabling Officer will attend the NPC meeting in January 2019.
- d. The cost of the defibrillator (£1249 + VAT + Installation), did not include the cost of installation. The Clerk will now investigate total costings for a defibrillator and report back at December's meeting

18/129 Clerks Report

- a. Thank you to all those residents who have reported problems with their broadband. Please continue to report any poor performance. The clerk will need your name and address and landline phone number. Also, whether you have applied for "super-fast" fibre broadband?
- b. The "Tommy" Silhouette was installed in time for the Remembrance Day Commemoration.

18/130 Finance

- a. The councillors reviewed the proposed NPC Budget, and requested more information regarding expenditure in 2018/19. This will be discussed at December's meeting.
- b. The councillors also 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.
- c. All cheques signed and due for signing, as itemised in the RFO Report (Appendix C), were authorised by the councillors.

18/131 Planning

Signed _____

Date _____

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- a. The councillors reviewed **DC/18/04659 Brooke House, Sudbury Road, Newton**. Application for Listed Building Consent - New traditional softwood lathes and fibre lime plaster. The councillors resolved to support this application.
- b. The councillors reviewed **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. The councillors resolved to support this application.
- c. **DC/18/03962 Fairways, The Green, Newton**. Outline Planning Application for 5 dwellings... Will be discussed at December's meeting.
- d. Updates on existing applications are contained in the Appendix.

18/132 Fireworks Night – Thank you to all volunteers which made the event go with a bang!

18/133 Christmas Lights – The Lights will be switched on at 6.30pm on 2nd December at the Saracen's Head. Thank you to the Saracen's Head and Gordon Kennett for their support.

18/134 Bus Shelters - The councillors reviewed the installation of solar-powered lights in the shelters, and came to the conclusion that a cost of over £700.00 would be too expensive. However, maintenance of the bus shelters would be considered. Cllr Poole will ask Mrs Mortlock if any spare roof shingles remain in her late husband's workshop.

18/123 Reports

- a. Newton Trust – Nothing to report.
- b. Newton Village Hall – Nothing to report.
- c. NNPT – Nothing to report.

18/123 Questions to the Chair – There were no questions to the Chair.

Next Meeting

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

Meeting closed at 8.30pm

Signed _____

Date _____

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Correspondence

From: Nick Pringle <Nick.Pringle@eastsoffolk.gov.uk>

Subject: Newton Fit Villages

Hello Paul,

My name is Nick Pringle and I am a Fit Villages Co-ordinator at Suffolk Sport. We are on the look out for villages in Suffolk to launch physical activities as part of our Fit Villages project. I work in the West of Suffolk and so I was wondering whether Newton village would like to launch a new physical activity.

If you haven't heard of us before, we help launch, fund and support new activities in rural villages across Suffolk. We've had a wide range of different activities in the past such as Pilates, Yoga, Tai Chi, Otago Strength and Balance classes, Line Dancing, New Age Kurling and a lot more! You can read more about Fit Villages on our website here: <https://www.suffolksport.com/fitvillages>.

Practically, we'd need a village contact to help with sending out our Consultation Forms for people who live in the village and surrounding areas. Our Consultation Forms are a short questionnaire asking people what type of activity they would like and what day/time would be best for them and depending on the results from these, we then pull everything together. This includes arranging and paying for a venue, finding and paying for an instructor and support with any marketing/promotion needed for a set period (usually 8-9 weeks).

I'm happy to explain this in more detail over the phone if needed. If this is something that you would like to start in Newton then it would be great for us to arrange a time to meet and discuss the next steps. Or if this would be better suited for somebody else in the Parish Council or in the village then please may you forward this email to the relevant person.

Thank Paul, I look forward to your reply.

Kind regards,

*Nick Pringle
Physical Activity Advisor & Fit Villages Coordinator
[Suffolk Sport](http://www.suffolksport.com)
Tel: 07557 634261*

Agenda Item 6 Clerk's Report

Minute	Action	Complete
	Clerk to investigate to cost of installation of a defibrillator at the village hall.	
	Tommy Silhouette erected next to War Memorial	
	Clerk to contact Hastoe for a progress report	
	Gaskins Field bund and static caravan still on-going	

Signed _____

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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
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

Signed _____

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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	£11,970.00
					£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.

	2017 / 18		2018 / 19			2019 / 20
	Budget	Actual	Budget	Actual to Date	To year end	Budget
<u>Income</u>						
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		
<u>Expenditure</u>						
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

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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
- 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

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

Repairs to Notice board and Play Area - P. Scammell £424.00

Signed _____

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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			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			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
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/18/02465	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

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APPENDIX

Agenda Item 4 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 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.

From: Nick Pringle <Nick.Pringle@eastsoffolk.gov.uk>

Subject: Newton Fit Villages

Hello Paul,

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 Physical Activity Advisor & Fit Villages Coordinator
[Suffolk Sport](#)
 Tel: 07557 634261

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Minute	Action	Complete
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Finance

Agenda Item 7e Responsible Financial Officer (RFO) Report

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Bank Reconciliation

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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			
Income			Expenditure		
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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
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			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	£11,970.00
					£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.

Signed _____

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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

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
- 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

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

Signed _____

Date _____

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

MINUTES OF NEWTON PARISH COUNCIL MEETING
Held on Wednesday 14th November 2018 at Newton Village Hall at 7.30pm

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

Repairs to Notice board and Play Area - P. Scammell £424.00

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			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			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
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	18/105a	Comments made	Decided

Signed _____

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		Country Planning (General Permitted Development) Order 2015 - Erection of agricultural building.			
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

Signed _____

Date _____

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