

**MINUTES OF NEWTON PARISH COUNCIL MEETING**  
**Held on Wednesday 10th October 2018 at Newton Village Hall at 7.30pm**

**All Present**

Councillors: Sue Crawte (Chairman), Lee Parker, Phil Taylor; Russell Bower; Rita Schwenk; Paul Presland

**Attending**

Adrian Beckham (Clerk), and 4 members of the public.

**18/112 Apologies for Absence**

Cllr. Colin Poole sent his apologies.

**18/113 Declaration of Interests and Requests for Dispensation**

Cllr Parker declared a non-pecuniary interest in planning application DC/18/03754 - Land North East Of Valley Farm, Valley Road, Newton.

**18/114 Minutes of meeting held on the 12th September 2018**

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

**18/115 Public Forum**

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

- a. Parents and carers can now apply for primary and secondary school places for September 2019.
- b. On 11 September, Suffolk County Council's Cabinet agreed a recommendation to introduce a new approach to the development of specialist education placements for children and young people.
- c. The county council is seeking views on its proposed admissions policy for the 2020/2021 school year as well as future arrangements. This is to ensure school places are offered to children in a fair way.
- d. On 10 September 2018, Suffolk's suicide prevention steering group announced it will be launching a new service to support individuals, families and others bereaved by suicide.

Cllr Lee Parker (Babergh District Council) reported that:

- a. The fly-tipping at Newton Village Hall had been removed.
- b. Babergh District Council had approved the blueprint to redevelop Sudbury's Hamilton Road Quarter
- c. Babergh District Council has announced that applications are now open for the second round of the CIL Expenditure Framework

**18/116 Correspondence**

- a. Clerk reported that communication had been received from Hastoe regarding the sheltered Housing Scheme. Surveying had now started and they are hopeful that plans and a public meeting will be possible before December 2018.
- b. The cost of a defibrillator ( £1249 + VAT + Installation) to be located on the outside of the Village Hall was discussed and it was agreed the Clerk would proceed with the order.
- c. Replacement information boards for the village play area will cost £16 + VAT. It was agreed that the Clerk would proceed with the order for one sign

**18/117 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. Clerk has proceeded with the order of the "Tommy" Silhouette for £250.00 .

**18/118 Finance**

- a. The councillors resolved to approve and accept the external audit report produced by RKF Littlejohn for the year ending 31st March 2018.
- b. Councillors agreed to re-new the Council Combined Insurance Policy for 2018-2019. The councillors resolved to accept the insurance cover offered as it covered all the council's assets and the risks associated with the council's operation.
- c. The Councillors resolved to re-imburse the clerk for the cost of the Tommy Silhouette.
- d. All cheques signed and due for signing, as itemised in the RFO Report (Appendix C), were authorised by the councillors.

Signed \_\_\_\_\_

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- e. 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.

**18/119 Planning**

- a. The councillors reviewed Planning Application DC/18/03924 (Received 5<sup>th</sup> October 2018) Marks Meadow Rectory Road Newton Suffolk. Outline Planning Application- Erection of 3No dwellings with garages and creation of new accesses (all other matters reserved). The councillors resolved not to support this application, due to the increase in traffic.
- b. Updates on existing applications are contained in the Appendix.

**18/120 Fireworks Night – Friday 2<sup>nd</sup> November from 6.30pm - 7.30pm**

- a. Tickets are now available from all Parish Councillors.
- b. Thank you to Cllr. Presland for putting up the posters.
- c. Temporary Event Notice received
- d. Insurance company notified and Risk Analysis completed.

**18/121 Playground Report**

- a. The councillors reviewed and resolved to accept the RoSPA report and agreed to continue to carry-out regular inspections of the play area.
- b. It was also noted that some old tyres had been left near the play area. The Clerk was asked to investigate their disposal as soon as possible.

**18/122 British Legion**

The councillors agreed to donate £50.00

**18/123 Reports**

- a. Newton Trust – Nothing to report.
- b. Newton Village Hall – £500 spent on repairs to the Village Hall
- c. NNPT – 113 questionnaires have been returned.

**18/123 Questions to the Chair**

- a. Thank you to Gordon Kennett of Agar Fen who will donate a Christmas Tree.
- 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.
- c. Cllr. Presland asked the clerk to investigate the missing footpath signs and report back at the next meeting.
- d. Cllr Presland asked for all land owners to made aware of their responsibility to maintain footpaths across and adjacent to their land.
- e. It was agreed that a Coffee Morning and Litter-pick be organised for Saturday 2<sup>nd</sup> March 2019.

**Next Meeting**

The next scheduled meeting is on Wednesday 14<sup>th</sup> November 2018 starting at 7.30pm.

**Meeting closed at 9.20pm**

Signed \_\_\_\_\_

Date \_\_\_\_\_

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

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**APPENDIX**

**Agenda Item 6 Clerk's Report**

Minute	Action	Complete
	Clerk to consult with National Power about the damage to the allotments and the tree across the footpath.	
	Clerk to investigate cost of small notice boards for the play area entrances.	
	Clerk to investigate to cost of installation of a defibrillator at the village hall.	
	Clerk to order a "Tommy" Silhouette to celebrate the end of the First World War	
	Clerk to contact Hastoe for a progress report	
	RoSPA will be carrying-out an inspection of the play area in September . Costs listed in finance report	

**Finance**

Council Commercial Combined Insurance policy (Renewal) - £379.00 .

Cheque to Dynamic Fireworks (No.101149) £599.00 was lost in the post.

Thank you to Cllr. Parker for his prompt action and payment from his personal account, this ensured NPC did not lose the early order discount. Hence Cllr. Parker will be re-imbursed with a replacement cheque for £599.00

To ensure that the "Tommy" silhouette will be delivered in-time for the Remembrance Services in November. The Clerk proceeded with the order as agreed in Minute 18/110b . Hence, a cheque for £250.00 will be paid to the clerk to re-imburse his expenses.

The Temporary Event Notice was completed on-line with payment required by debit card for £21.00 . So the clerk will be re-imbursed

RoSPA costs for inspection of the Play Area next to the Village Hall – Playsafe £84.00

External Audit costs - PFK Littlejohn £240.00

Clerks Payment - £1342.32

- Salary (July – Sept 2018) – £1020.32
- Working from home allowance (17 weeks 02/07/18 – 28/10/18) - £51.00
- Payment for Tommy Silhouette - £250.00
- Temporary Event Notice - £21.00

**Agenda Item 7e Responsible Financial Officer (RFO) Report**

**Receipts & Payments**

Signed \_\_\_\_\_

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09/05/18	Heelis & Lodge - Internal Auditor	1144	18/066	LA 2011 ss 1 to 8	0.00		80.00	y
09/05/18	SLCC - Annual Subscription	1142	18/067	LA 2011 ss 1 to 8	0.00		92.00	y
11/04/18	SALC - Annual Subscription	1141	18/067	LA 2011 ss 1 to 8	0.00		250.16	y
11/04/18	SALC - Training	1140	18/067	LA 2011 ss 1 to 8	0.00		55.20	y
11/04/18	P. Scammell	1139	18/035c	LA 2011 ss 1 to 8	0.00		145.00	y
11/07/18	Clerk's Salary			LA 2011 ss 1 to 8	0.00		1,292.13	y
11/07/18	SALC Training			LA 2011 ss 1 to 8	0.00		34.80	y
11/07/18	SLCC - Training			LA 2011 ss 1 to 8	0.00		118.80	y
29/06/18	Grant - Neighbourhood Plan				4,690.00	y	0.00	
01/06/18	Interest				18.43	y	0.00	
06/07/18	VAT Repayment				554.28	y	0.00	
31/07/18	ICO - Data Protection	d/d		LA 2011 ss 1 to 8	0.00		35.00	y
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	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		21.50	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		11.97	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		9.30	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		5.00	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		18.77	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		175.97	y
17/09/18	Graham Parry - NNPT	1150		LA 2011 ss 1 to 8	0.00		13.98	y
31/07/03	P. Scammell	1148		LA 2011 ss 1 to 8	0.00		528.00	y

**Bank Reconciliation**

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	31/07/18	£100.00				
Premium Accounts	31/07/18	£46,120.03	£45,621.03	£599.00	£0.00	£0.00
Tracker Account	31/07/18	£11,128.74	£11,128.74	£0.00	£0.00	£0.00
Petty Cash	31/07/18	£0.00	£0.00			£0.00
		£57,348.77	£56,749.77	£599.00	£0.00	

**Actual v Budget**

0	Budget	Actual	Reserves	Budget	Actual
Assets B/F		£44,267.69			
<b>Income</b>			<b>Expenditure</b>		
Precept	£10,000.00	£10,372.81	Clerks Salary	£4,080.00	£1,292.13
Grants	£207.00	£4,690.00	Admin	£1,900.00	£289.00
Recycling	£500.00	£370.20	Grants	£800.00	£0.00
CIL/Other	£0.00	£0.00	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	£0.00
			Inspection	£245.00	£0.00
			Maintenance	£2,000.00	£673.00
			Projects	£1,400.00	£720.31
			Other	£0.00	£0.00
			Village Hall	£0.00	£0.00
			VAT Paid	£0.00	£230.54
			Contingency	£500.00	£0.00
			Youth Council	£0.00	£0.00
<b>Total</b>	<b>£11,286.28</b>	<b>£16,037.53</b>	<b>Total</b>	<b>£0.00</b>	<b>£11,970.00</b>
					<b>£3,555.45</b>
			Assets Carried Forward		£56,749.77
<b>Total</b>		<b>£60,305.22</b>	<b>Total</b>		<b>£60,305.22</b>

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**Agenda Item 8 Planning Status**

<b>Application Reference</b>	<b>Address</b>	<b>Planning Details</b>	<b>NPC Minute</b>	<b>Parish Council Comments</b>	<b>Babergh DC Comments</b>
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	Approval not required
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
DC/18/00725	Gothic House Sudbury Road Newton	Application for Listed Building Consent. Replacement of side elevation upstairs bedroom window and porch windows.		Supported	Awaiting decision
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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