

Associated Papers APC Meeting on 27th November 2017

Agenda Item 2 Councillor Dispensation

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 Routine Correspondence

- a. Agree reprogram of street lighting over the Christmas period
- b. Agree response to Kevin Verlander regarding the cost of a boardwalk to cover the leak over the public footpath
- c. Email received from BDC regarding precept to be on the January agenda

Agenda Item 6 Clerks Report

Minute	Action	Complete
		✓
	Minutes placed on website and notes sent to magazine.	✓
	Planning responses sent to Babergh DC	✓
17/112 b	Clerk contacted SALC to thank them for their work regarding the precept consultation	✓
17/112 c	Clerk to contact Kevin Verlander for the cause of the leak and quote for boardwalk	✓
		☐
Clerks Hours		
1st June 2017 to 17th Nov 2017 - 135 hours 15 mins worked/96 hours paid		

Agenda Item 7a Finance

Date	Details	File Ref	Ref	Minute	Power	Receipts	Payments
06/11/17	Sudbury Town Council - Planning Course	P14	775		LA 2011 ss 1 to 8	0.00	50.00
06/11/17	Gardens Arb Business - allotments	P15	776		LA 2011 ss 1 to 8	0.00	84.00
06/11/17	Gardens Arb Business - permiss	P16	776		LA 2011 ss 1 to 8	0.00	144.00
06/11/17	Gardens Arb Business - footpaths	P17	776		LA 2011 ss 1 to 8	0.00	432.00
06/11/17	CAS - website hosting	P18	777		LA 2011 ss 1 to 8	0.00	60.00
06/11/17	Anglian Water - allotments May to Sept	P19	778		LA 2011 ss 1 to 8	0.00	62.58
20/11/17	Assington Allotments Association rent	7				180.00	0.00
31/12/17	J Hatton - Salary Oct to Dec	P20	779		LA 2011 ss 1 to 8	0.00	390.78
31/12/17	J Hatton - WFHA Oct to Dec	P20	779		LA 2011 ss 1 to 8	0.00	39.00
31/12/17	J Hatton - Expenses 1 Oct to 31 Oct	P21	779		LA 2011 ss 1 to 8	0.00	36.90
31/12/17	HMRC - JH Clerk Tax	P20	780		LA 2011 ss 1 to 8	0.00	97.60

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	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	31/10/17	£100.00				
Premium Accounts	31/10/17	£18,788.94	£17,672.08	£1,396.86	£180.00	£0.00
Cash	27/11/17	£0.00	£0.00			£0.00
		£18,888.94	£17,672.08	£1,396.86	£180.00	

	Budget	Actual	Reserves	Budget	Actual
Assets B/Forward		£11,019.15			
Income			Expenditure		
Precept	£7,800.00	£7,800.00	Clerks Salary	£2,240.00	£2,376.95
Grants	£331.40	£0.00	Admin	£1,300.00	£599.77
Bank Interest	£5.00	£0.00	Donations	£600.00	£350.00
Loan	£0.00	£0.00	Street Lighting	£350.00	£0.00
Other	£300.00	£360.15	CIL	£0.00	£0.00
CIL	£0.00	£3,221.78	Insurance	£330.00	£335.02
VAT Repayment	£0.00	£723.66	Inspection	£100.00	£100.00
			P3 Scheme	£360.00	£360.00
			Licensed Footpaths	£175.00	£120.00
			Contingency	£500.00	£0.00
			Maintenance	£630.00	£0.00
			Loan Repayment	£1,417.14	£786.66
			Loan Interest	£156.18	£0.00
			Allotments / Conservation	£655.00	£275.93
			VAT Paid	£0.00	£148.33
Total	£8,436.40	£12,105.59	Total	£0.00	£8,813.32
			Assets C/Forward		£17,672.08
Total		£23,124.74	Total		£23,124.74

Agenda Item 7b Budget Proposal

Income

Income sources for 2018 /2019 have been based on those for 2017 /2018. The assumption is that there will be a P3 grant from SCC for cutting the footpaths and that £360 will be received from the Assington Allotment Association.

Expenditure

The following should be noted

- The Clerk in 2016/17 worked 80.25 hours extra (paid 208hr/worked 288.25hr) due mainly to extra meetings between the two monthly meetings.
- APC is asked to consider a **total expenditure budget of £9,093.32 for 2018 /19.**

Please find below tables which show a comparison between 2016 /17 budget and actual, 2017 /18 budget, actual to date and that **anticipated at year end** and that anticipated in 2018 / 19.

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	2016 / 17		2017 / 18			2018 / 19	comments
	Budget	Actual	Budget	Actual to Date	To year	Budget	
Income	-		-				
Grants	331.40	1,439.10	331.40	0.00	331.40	331.40	P3 scheme - contacted SCC - awaiting response
Bank Interest	5.00	5.53	5.00	0.00	5.00	5.00	
Loan	0.00	0.00	0.00	0.00	0.00	0.00	
Other	300.00	360.92	300.00	360.15	360.92	360.00	Allotments £360 / DC repaid tax 15p
CIL	0.00	0.00	0.00	3,221.78	0.00		
VAT Repayment	0.00	874.33	0.00	723.66	874.33	0.00	VAT is not included in the budget so set to zero
Total Income	636.40	2,679.88	636.40	4,305.59	1,571.65	696.40	
Precept		7,568.00			7,800.00		
Expenditure	-	-	-				
Clerks Salary	2,200.00	2,288.15	2,240.00	2,376.95	2,200.00	2,500.00	£9.39ph x 4hr/week - currently averaging 5.6hr/week
Admin	1,300.00	600.61	1,300.00	599.77	1,260.00	1,300.00	Expenses, Training, Data protection, website hosting
Donations	600.00	700.00	600.00	350.00	600.00	600.00	
Street Lighting	350.00	344.81	350.00	0.00	350.00	350.00	£350 church maintenance
CIL	0.00	0.00	0.00	0.00	0.00	0.00	
Insurance	330.00	324.03	330.00	335.02	330.00	350.00	increased by £20
Inspection	100.00	100.00	100.00	100.00	100.00	100.00	£100 audit fee
P3 Scheme	360.00	360.00	360.00	360.00	360.00	360.00	Footpaths £360
Licensed Footpaths	175.00	80.00	175.00	120.00	175.00	175.00	Permissive footpaths £120
Contingency	500.00	2,356.52	500.00	0.00	500.00	500.00	Goes to general reserves if not spent
Maintenance	600.00	237.33	630.00	0.00	630.00	630.00	
Loan Repayment	1,417.14	1,499.73	1,417.14	786.66	1,417.14	1,417.14	
Loan Interest	156.18	73.59	156.18	0.00	156.18	156.18	
Allotments / Conservation	655.00	75.00	655.00	275.93	655.00	655.00	Water £200.93 / Footpath £70 / BDC Lease £5
VAT Paid	0.00	723.66	0.00	148.33	0.00	0.00	
Total Expenditure	8,743.32	9,763.43	8,813.32	5,452.66	8,733.32	9,093.32	

Agenda Item 7c Transparency Fund

Grant application form requires approval by councillors before it is submitted to SALC.

Agenda Item 8d Status of planning applications

Date Received	BDC Ref	Application	APC Ref	APC Response	BDC Response
	B/15/01718	Chilton Woods	16/031b	Objected	

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13/05/17	B/15/01718	Amendments to 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 1,150 dwellings (Use Class C3); 15ha 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.	17/065d		
27/06/17	DC/17/03117	Erection of extensions to existing production premises and new buildings to Hill Farm, Brick Kiln Hill, Polstead - provide canning line (12,611sqm) warehouse space (7,100sqm) apple processing and juice storage (2,060sqm) and apple processing (1,040sqm) associated vehicle parking, landscaping and drainage infrastructure.	17/081a	Objected	
08/08/2017	DC/17/04046	Change of use of existing ground floor farm workshop and store to farm shop and store at Little Ropers Farm, Assington Road, Bures St. Mary, Bures, Suffolk CO8 5JX	17/094 a	Supported	
06/09/17	DC/17/04450	Change of Use of agricultural building to dwellinghouse at land adj to Gedding Hall, Nayland Road, Assington, Sudbury CO10 5LR	17/105 b	Supported	Refused
17/10/17	DC/17/04927	Erection of 2, two bedroom houses and 1, four bedroom house with 3 detached garages with living accommodation over 2 garages at The Barn at Assington, The Street, Assington	17/115a	Objected	

Agenda Item 11 Meeting Dates in 2017

2018	Assington PC Meetings
January	29 th
March	26 th Meeting and APM
May	21 st Annual Meeting
July	30 th
September	24 th
November	26 th