

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 29th September 2014

Present: Councillors S Thorogood (Chairman), S King, B Stacey, R Symonds and J Symons.
Attending: Jennie Jenkins (Babergh District Council), James Finch (Suffolk County Councillor)
PCSO Fudge and D Crimmin (Clerk).

14/104 Apologies for Absence

Cllrs Heseltine (hospital) and Tatum (engagement) sent their apologies.

14/105 Declaration of Interest

None were declared

14/106 Requests for Dispensation

None received.

14/107 Minutes of Meeting held on 18th August 2014

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

14/108 Public Forum

The issues raised in the public forum are contained in Appendix A.

14/109 Routine Correspondence (Appendix B)

After reviewing the Routine Correspondence and the emails circulated by the Clerk since the last scheduled meeting no further action was required of the Clerk.

14/110 Clerk's Report (Appendix C)

After reviewing the Clerk's Report no further action was required of the Clerk

14/111 Finance

- a. The councillors reviewed the Asset Register and resolved that it accurately reflected the council's assets at this time.
- b. The councillors reviewed the insurance cover offered against the Asset Register and the risks managed by the council and resolved that it met APC's requirements
- c. All cheques signed and due for signing, as itemised in Appendix D, were authorised by the councillors. The councillors also noted the income received since the last meeting, the reconciliation of bank accounts against the bank statements, and the Statement of Accounts against the Budget.
- d. The councillors resolved a budget of £25 on the 30mph adhesive warning signs and will request residents in prime locations in the village to use them on their wheelie bins.

14/112 Planning

- a. The councillors reviewed **Planning Application B/14/00362 - Land South of Assington Farm Shop, The Street** - Outline - Erection of 2 No. dwellings with associated off street parking and resolved to support the revised application.
- b. The councillors reviewed **Planning Application B/14/01121 - Hill Farm, The Street - Application for Listed Building Consent** - Submission of glazing details and elevations. Schedule and drawing of new openings for Listed Building Consent and resolved to support the application.

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- c. There were no further planning applications received since the agenda was posted.
d. The status of planning applications previously reviewed by APC are as follows:

Date Received	BDC Ref	Application	APC Ref	Date of Response	APC Response	BDC Response
31/07/08	B/08/00316	Enforcement Reference following APC's question re vehicular access at 8 The Gurdons			Raised	
25/11/12		Heritage enquiry re Bambridge Hall	12/115		Raised	
17/06/14	B/14/00729	Elm Lodge, The Street - Canopy lift and thin by 20% 1 No Elm tree in front garden protected by Tree Preservation Order BT 305.	14/078a	08/07/14	Noted	Approved 30/07/2014
19/06/14	B/14/00362	Land South of Assington Farm Shop, The Street - Outline - Erection of 2 No. dwellings with associated off street parking.	14/078b	08/07/14	Objected.	Revised application 28/08/2014
09/07/14	APP/C3505 /D/14/2212 21	Appeal against refusal of B/14/00471 6 Gurdons, Assington - Erection of a two-storey side extension, single-storey front and rear extension (following demolition of existing single-storey rear extension) and new driveway with dropped kerb.	14/090b	29/07/14	No comment	Appeal dismissed 26/08/2014
10/07/14	B/14/00793	Hill Farm, The Street - Application For Listed Building Consent - Works to existing 8 bay barn to west of main barn: Demolition of external facing wall forming west elevation and erection of replacement brick sleeper wall with timber weatherboarding over; Enclosure of 2 no. southern bays with internal and external brick walls to east elevation; Insertion of bat entrance to south elevation; and repairs to existing structure.	14/090a	29/07/14	Could not support.	
31/07/14	B/14/00786	Woodthorpes Farm, Nayland Road - Notification under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2014 - Prior approval under MB(a) only for change of use from agricultural building to 1 No. dwelling.	14/101a	19/08/14	No comments	
14/08/14	B/14/00805	Celandine, The Street - Erection of 2 no. dwellings (following demolition of existing dwelling).	14/101b	19/08/14	Objected	

14/113 Licensed Path, Footpaths and Assets

- a. The lease for the allotment land has been executed by Babergh District Council on the 24th September 2014 and will expire in 20 years.
b. The councillors considered the draft proposal for the agreement with the allotment association and the clauses that it would expect to be in any agreement that the association will have with its allotment holders. It was agreed that the allotment association should review the proposals and give APC its feedback for the November meeting.

14/114 Road Safety

James Finch is still finalising the order for a speed survey to be undertaken in the village.

14/115 BDC's Caretaker Scheme

The councillors resolved to respond to the consultation that APC would like to take part in the Caretaker Scheme.

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Assington Parish Council adopted the General Power of Competence on the 27th January 2014 Minute Book Page 187

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14/116 BDC's meeting with Parish Councils

The Clerk to circulate the date and times of the meeting when received from Babergh.

14/117 Question to the Chair

The question was raised on the new grass bank established in The Street and whether it overlaps the highway. The Clerk will seek clarification.

14/118 Dates of next meeting

The next scheduled meeting of APC will take place on the 24th November 2014 starting at 7.30pm.

The meeting closed at 9.02pm

Appendix A Public Forum

James Finch updated councillors on the GCSE results, truancy, Endeavour Card and fostering / adoption. Jennie Jenkins updated councillors on the Community Infrastructure Levy, the new Planning Charter and filming of Babergh's meetings.

PCSO reported that during the period 30th July to the 31 August there were 3 crimes in Vicary Estate and 3 crimes along the Bures Road and was happy to report that all crimes had been finalised with suspects being caught.

Appendix B Routine Correspondence

Cores Log Ref	Date Received	Raised by	Regarding	Agenda	Routine	Clerk Notes
CA14006		Newsletters	Clerk & Councils Direct / The Local Councillor		√	TLC in meeting pack

Appendix C Clerk's Report

Minute	Action	Complete ✓
14/083	SALC advised of Code of Conduct adoption.	✓
14/085	Notes sent to Assington Magazine and minutes placed on website.	✓
14/086	Cost of 30mph stickers circulated.	✓
14/089	Suppliers paid.	✓
14/090	Planning Application responses sent to BDC and Planning Inspectorate.	✓
14/091 a	New Permissive Footpath agreement executed on 12th August 2014.	✓
14/091 b	Notices placed in Assington Magazine.	✓
14/101	Planning Application responses sent to BDC.	✓
14/102	Awaiting confirmation from Jennie Jenkins regarding Planning Officer meeting with APC.	
Date	Other Issues	
	Orbit Housing to use car park area of new allotments during October 2014.	

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Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
29/09/14	Community Action Suffolk - Insurance	684	LA 2011 ss 1 to 8	0.00	287.42
29/09/14	BDC- Conservation area rent	685	LA 2011 ss 1 to 8	0.00	5.00
29/09/14	DF Crimmin - Salary July to Sept	686	LA 2011 ss 1 to 8	0.00	358.97
29/09/14	DF Crimmin - WFHA July to Sept	686	LA 2011 ss 1 to 8	0.00	39.00
29/09/14	HMRC - Clerk Tax	687	LA 2011 ss 1 to 8	0.00	89.80
29/09/14	DF Crimmin - Expenses Mar to Aug	688	LA 2011 ss 1 to 8	0.00	201.71

Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	29/08/14	£100.00				
Premium Accounts	29/08/14	£9,343.63	£8,411.73	£981.90	£0.00	£50.00
Cash	31/08/14	£0.00	£0.00			£0.00
		£9,443.63	£8,411.73	£981.90	£0.00	

Difference of £50 relates to an un-presented cheque of £50 to Macmillian Cancer from the last financial year.

Statement of Accounts vs Budget

	Budget	Actual	Reserves	Budget	Actual
Assets B/Forward		£6,912.04			
Income			Expenditure		
Precept	£7,362.96	£3,681.48	Clerks Salary	£2,007.00	£897.54
Grants	£255.80	£165.70	Admin	£1,100.00	£479.71
Bank Interest	£5.00	£1.20	Donations	£600.00	£350.00
Loan	£0.00	£0.00	Street Lighting	£650.00	£0.00
Other	£0.00	£272.75	Street Lighting Upgrade	£0.00	£0.00
VAT Repayment	£0.00	£184.89	Insurance	£355.00	£287.42
			Inspection	£100.00	£0.00
			P3 Scheme	£275.00	£0.00
			Licensed Footpaths	£175.00	£0.00
			Contingency	£500.00	£0.00
			Maintenance	£295.00	£0.00
			Loan Repayment	£1,417.14	£721.03
			Loan Interest	£156.18	£65.63
			Allotments / Conservation	£375.00	£5.00
			VAT Paid	£0.00	£0.00
Total	£7,623.76	£4,306.02	Total	£0.00	£8,005.32
					£2,806.33
Total		£11,218.06	Assets C/Forward		£8,411.73
			Total		£11,218.06

Unclaimed VAT = £ 0.00

End of Appendices

SIGNED _____ *DATED* _____