

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 27th July 2015

Present: Councillors S Thorogood (Chairman), S Betts, S King, B Stacey, R Symonds and J Symons.

Attending: James Finch (Suffolk County Councillor), PCSO Baxter and D Crimmin (Clerk).

15/061 Apologies for Absence

Cllr Wallace (holiday) sent her apologies as did Jennie Jenkins (Babergh District Councillor).

15/062 Declaration of Interest and Requests for Dispensation

Cllrs Stacey and Symons declared a non-pecuniary interest in item 15/069 as they are members of the Assington PCC. No requests for dispensation had been received.

15/063 Minutes of Meeting held on 18th May 2015

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

15/064 Public Forum

The reports are contained in Appendix A.

15/065 Routine Correspondence (Appendix B)

After reviewing the Routine Correspondence and the emails circulated by the Clerk there were no further actions requested of the Clerk.

15/066 Clerk's Report (Appendix C)

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

15/067 Finance

- a. 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.

15/068 Planning

- a. The councillors reviewed **Planning Application B/15/00736 The Old School House, The Street** - Change of use of land from agricultural to residential & erection of detached double garage with first floor attic store, extension of vehicular access & associated works and resolved to support the application.
- b. The councillors reviewed **Planning Application B/15/00715 12 The Street** - Application for Listed Building Consent - Installation of replacement white UPVC windows and rear door and resolved to support the application.
- c. There were no further planning applications received since the agenda was posted.
- d. The councillors agreed that following meetings with Babergh officers to review development criteria as applicable to Assington, that a meeting with residents be arranged for September in order to gauge their requirements for further dwellings and amenities in the village. The Clerk to produce a leaflet for distribution to residents once the date is agreed for the meeting.
- e. The status of planning applications previously reviewed by APC are as follows:

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BDC Ref	Application	APC Ref	Date of Response	APC Response	BDC Response
B/08/00316	Enforcement Reference following APC's question re vehicular access at 8 The Gurdons			Raised	
	Heritage enquiry re Bambridge Hall	12/115		Raised	
B/15/00331	2 Woodfield, The Street - Erection of front porch.	15/054a	19/05/15	Support	REFUSED 29/05/2015
B/15/00431	Celandine, The Street - Erection of side and rear extensions, and insertion of rear dormer (following demolition of existing conservatory).	15/054b	19/05/15	Support	Approved 19/06/2015

15/069 Assington 30mph zone

The councillors reviewed the concerns raised by a resident on the issues caused by the entrances to the Church and Assington Hall Christian Centre being located outside the 30mph zone. The councillors agreed with the concerns and resolved that the Clerk write to SCC Highways to request the movement of the 30mph zone to, as close as possible, the junction with the A134.

15/070 Licensed Path, Footpaths and Assets

The councillors asked the Clerk to contact Davis Gotts to see if he is prepared to provide a quotation for maintaining the permissive footpath along The Street.

15/071 Allotments

The councillors resolved that the annual fee for APC's agreement with the Assington Allotment Association to operate the new allotments will be £360 when it commences on the 1st January 2016 for an initial five year term. The Clerk will work with the AAA in order to ensure that their tenancy agreement dovetails the APC agreement. The councillors agreed that the order should now be placed for the allotment's community shed.

15/072 Scattered Orchard Project

The councillors resolved that the trees on offer via the Scattered Orchard Project should be located on the allotment boundary with the field.

15/073 Question to the Chair

The councillors discussed residents' concerns on the parking of caravans outside the conditions of the Assington Barn site's certificate. The Clerk reported that the site was now no longer registered on The Camping and Caravanning Club website. The Clerk was asked to write to the Ryes School regarding safety concerns on their vehicular exit by Rose Green. The Clerk was asked to write to James Finch on APC's concerns over the lack of signage used, during the recent closure of The Street for road works, showing that businesses were still open during the works.

15/074 Next Meeting

The next scheduled meeting date is the 28th September 2015.

The meeting closed at 9.22pm

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Appendix A Reports

James Finch had circulated his written report to councillors and updated councillors on SCC Highways views on the speed survey undertaken in The Street. The speed survey had shown a mean average speed of 28 mph from an average of 624 / 631 South / North bound vehicles each day. As a result it will be very difficult to get any enforcement for the police with these speeds. As there still may be anxiety in the village, James was asked by the councillors to see what opportunity existed to fit some Vehicle Activated Speed signs in the village. PCSO Baxter gave the Police Report that showed no reported crimes in the parish during June.

Appendix B Routine Correspondence

No correspondence received by post.

Appendix C Clerk's Report

Minute	Action	Complete ✓
15/035	BDC are to change Further Street road sign.	
15/037	SALC advised of Chairman	✓
15/041	SALC advised that APC has adopted General Power of Competence	✓
15/043	Minutes placed on website and notes sent to magazine.	✓
15/045	Organisations notified of APC representatives.	✓
15/047	Mr White advised of being appointed Internal Auditor.	✓
15/051	Cllrs King and Symonds booked on BDC Liaison meeting.	✓
15/051	Pension Regulator advised that Clerk is APC contact.	✓
15/053 c	Annual Return sent to BDO.	✓
15/053 d	Cheques sent to suppliers.	✓
15/053 e	Donation sent to PCC.	✓
15/054	Planning Application responses sent to BDC.	✓
15/055	Website updated with new footpath warden details.	✓
15/056	Application made re Data Protection.	✓
15/058	Cllr Wallace booked on SALC Briefing.	✓
	Clerk Hours	
	As at 31st May 2015 - 50.5 hours worked / 36 hours paid.	

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Appendix D RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
14/05/15	HMRC VAT Repayment			144.08	0.00
19/05/15	BDC - Conservation area lease	710	LA 2011 ss 1 to 8	0.00	5.00
19/05/15	Assington PCC - Donation	711	LA 2011 ss 1 to 8	0.00	350.00
05/06/15	SCC Locality Grant			750.00	0.00
08/06/15	Interest 2 Mar to 7 June	BS 210		1.59	0.00
13/07/15	PWLB - Repayment	D/Dr	LA 2011 ss 1 to 8	0.00	786.66
27/07/15	BDC - Election costs	712	LA 2011 ss 1 to 8	0.00	87.50
27/07/15	SALC - Councillor training	713	LA 2011 ss 1 to 8	0.00	30.00
27/07/15	CR & HJ Heseltine - Allotment work	714	LA 2011 ss 1 to 8	0.00	808.22

Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	30/06/15	£100.00				
	30/06/15	£11,684.96	£9,536.93	£2,248.03	£0.00	£0.00
Cash	30/06/15	£0.00	£0.00			£0.00
		£11,784.96	£9,536.93	£2,248.03	£0.00	

Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£8,718.84				
<u>Income</u>			<u>Expenditure</u>			
Precept	£7,646.64	£3,823.32	Clerks Salary		£2,011.00	£496.65
Grants	£331.40	£750.00	Admin		£1,260.00	£368.80
Bank Interest	£5.00	£1.59	Donations		£600.00	£350.00
Loan	£0.00	£0.00	Street Lighting		£425.00	£0.00
Other	£200.00	£181.83	Street Lighting Upgrade		£0.00	£0.00
VAT Repayment	£0.00	£144.08	Insurance		£330.00	£0.00
			Inspection		£100.00	£0.00
			P3 Scheme		£360.00	£0.00
			Licensed Footpaths		£175.00	£0.00
			Contingency		£500.00	£0.00
			Maintenance		£575.00	£0.00
			Loan Repayment		£1,417.14	£733.70
			Loan Interest		£156.18	£52.96
			Allotments / Conservation	£750.00	£455.00	£1,730.52
			VAT Paid		£0.00	£350.10
Total	£8,183.04	£4,900.82	Total	£750.00	£8,364.32	£4,082.73
			Assets C/Forward			£9,536.93
Total		£13,619.66	Total			£13,619.66

End of Appendices