

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 21st March 2016

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

16/024 Apologies for Absence

None received.

16/025 Declaration of Interest and Requests for Dispensation

Cllrs Stacey, Symons and Wallace declared non-pecuniary interests in item 16/030b as they are members of organisations considered for a donation. No request for dispensation had been received.

16/026 Minutes of Meeting held on 22nd February 2016

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

16/027 Public Forum

James Finch will ask SCC Highways to review its findings in relation to the location of the proposed caravan site in the village in terms of access and road safety ahead of the Babergh Planning Committee meeting on the 23rd March 2016.

16/028 Routine Correspondence (Appendix A)

After reviewing the Routine Correspondence and the emails circulated by the Clerk the councillors resolved to meet with Nick Ward on the morning of Thursday 7th April 2016 at Assington Village Hall.

16/029 Clerk's Report (Appendix B)

After reviewing the Clerk's Report, the councillors requested that the issue with the tented residents be escalated to Babergh's Enforcement team.

16/030 Finance

- a. All cheques signed and due for signing, as itemised in Appendix C, 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.
- b. The councillors resolved to donate £50 to each of the following organisations:
 - CAB
 - Assington Association
 - EACH
 - Alzheimer's Society
 - Macmillan Cancer
 - Assington PCC.
- c. The councillors resolved to carry forward the following earmarked reserves to 2016 / 2017:

Asset Replacement	850.00
Allotments / Conservation	500.00
Election Costs	1,420.00
Clerk Gratuity Fund	603.64
Total Earmarked Reserves	3,373.64

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16/031 Planning

- a. The councillors reviewed **Planning Application B/16/00242 - Adjoining Parish - Greens Farm, High Road, Leavenheath** - Erection of detached double garage and resolved that they had no comment.
- b. The councillors resolved that the following response be sent to BDC in relation to Chilton Woods:
 "The councillors reviewed Planning Application B/15/01718 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 1,100 dwellings and resolved to object to the planning application on the following grounds:
 - i. The impact that the Chilton Woods generated traffic will have upon the A134 through the village and traffic using The Street. The councillors remain unconvinced that the increase in traffic can be safely accommodated along this stretch of A134 that already has an unacceptable level of fatal RTA's recorded on the bends towards Leavenheath.
 - ii. The modelling to quantify the Chilton Woods generated traffic are based on 2024 when the site is only partly developed. The applicant needs to quantify the traffic movements when the development is complete in 2031."
- c. There was no further planning application received since the agenda was posted.
- d. The status of planning applications previously reviewed by APC are as follows:

BDC Ref	Application	APC Ref	APC Response	BDC Response
B/08/00316	Enforcement Reference following APC's question re vehicular access at 8 The Gurdons		Raised	
B/15/01348	The Barn at Assington, The Street - Change of use to caravan and camping site including provision for static, seasonal and touring caravans, tented camping and winter storage of caravans.	15/094a	Object	
B/15/01382	Adjoining Parish - Gedding Hall, Nayland Road - Alterations and conversion of two barns to residential use.	15/106a	No comment	
B/16/00078	St Edmunds Cottage, The Street - Erection of two storey rear extension and garage and associated alterations.	16/021b	Supported	Approved 07/03/2016
B/15/01348	Amendments / additional information received re The Barn at Assington, The Street - Change of use to caravan and camping site including provision for static, seasonal and touring caravans, tented camping and winter storage of caravans.	16/021a	Objected	
B/15/01698	4 The Gurdons, The Street - Erection of a single-storey rear extension (retention of)	16/021c	Supported	Approved 26/02/2016
B/16/00037	Oak House, The Street - Change of use from existing garage / workshop to 1 No. unit of holiday let accommodation.	16/008a	Objected	Approved 03/03/2016

16/032 Licensed Path, Footpaths and Assets

The councillors resolved to get a quotation from Mr Hogger for materials to improve the uneven surface of the hardstanding at the entrance to the allotments.

16/033 Queen's 90th Birthday

The councillors agreed that any celebration for the Queen's birthday would be left to residents to arrange.

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16/034 Quiet Lanes

The councillors reviewed the Quiet Lanes Suffolk programme but did not feel that the scheme would be appropriate for Assington.

16/035 Suffolk Year of Walking

The councillors reviewed the proposal to organise a walk within Leavenheath and Assington but the councillors felt that with the other organised walks already available in Assington there would be little appetite for the proposed event.

16/036 Question to the Chair

Cllr Stacey raised the question of how the new pensions regulations would affect APC and the Clerk stated that all work necessary for the regulations needed to be in place by 1st May 2017. The councillors requested the Clerk to arrange for Community Heartbeat Trust to give councillors a presentation on how defibrillators can be used in the community. Councillors will arrange the Dementia evening in the Village Hall on the 30th March 2016 starting at 7.30pm. The need to report pot holes via the SCC website was highlighted in the rejection of an insurance claim to SCC for damage to a car after hitting a pothole on a C road. If a dangerous pot hole is reported by residents, it will start the clock in terms of SCC's liability should damage be caused to a car.

16/037 Next Meeting

The next scheduled meeting date is the 23rd May 2016 starting at 7.30pm.

The meeting closed at 9.05pm

Appendix A Routine Correspondence

No correspondence received by post.

Appendix B Clerk's Report

Minute	Action	Complete ✓
15/069	Wrote to SCC Highways with request to extend 30mph zone.	
15/110	Dementia Awareness session booked for 30th March at 7.30pm.	✓
16/003	Minutes placed on website and notes sent to magazine.	✓
16/006	Wrote to James Finch re A134	
16/007 a	Cheques sent to suppliers.	✓
16/007 b	Precept demand sent to Babergh.	✓
16/008	Planning Application response sent to BDC.	✓
16/010	Arranging meeting with Nick Ward.	
16/014	Nomination sent re ballot.	✓
16/015	Wrote to Jennie Jenkins re tented residents.	✓
16/019	Minutes placed on website and notes sent to magazine.	✓
16/021	Planning Application response sent to BDC.	✓
16/022	Contacted SCC Highways re sign.	✓
	Clerk Hours	
	As at 6th March 2016 - 206.75 hours worked / 196 hours paid.	

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Appendix C RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
21/03/16	BDC - Dog & Litter bin emptying	726	LA 2011 ss 1 to 8	0.00	284.80
21/03/16	DF Crimmin - Expenses Sep to Feb	727	LA 2011 ss 1 to 8	0.00	143.80
31/03/16	DF Crimmin - Salary Jan to Mar	728	LA 2011 ss 1 to 8	0.00	550.07
31/03/16	DF Crimmin -WFHA Jan to Mar	728	LA 2011 ss 1 to 8	0.00	39.00
31/03/16	HMRC - Clerk Tax	729	LA 2011 ss 1 to 8	0.00	137.60

Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	29/02/16	£100.00				
	29/02/16	£11,888.40	£10,833.13	£1,155.27	£0.00	£0.00
Cash	15/03/16	£0.00	£0.00			£0.00
		£11,988.40	£10,833.13	£1,155.27	£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	£7,646.64	Clerks Salary		£2,011.00	£2,177.62
Grants	£331.40	£4,939.53	Admin		£1,260.00	£814.11
Bank Interest	£5.00	£4.45	Donations		£600.00	£350.00
Loan	£0.00	£0.00	Street Lighting		£425.00	£308.63
Other	£200.00	£181.83	Street Lighting Upgrade		£0.00	£0.00
VAT Repayment	£0.00	£144.08	Insurance		£330.00	£301.17
			Inspection		£100.00	£0.00
			P3 Scheme		£360.00	£360.00
			Licensed Footpaths		£175.00	£0.00
			Contingency		£500.00	£0.00
			Maintenance		£575.00	£237.33
			Loan Repayment		£1,417.14	£1,473.82
			Loan Interest		£156.18	£99.50
			Allotments / Conservation	£750.00	£455.00	£3,805.73
			VAT Paid		£0.00	£874.33
Total	£8,183.04	£12,916.53	Total	£750.00	£8,364.32	£10,802.24
			Assets C/Forward			£10,833.13
Total		£21,635.37	Total			£21,635.37

End of Appendices