

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL**  
**Held in Assington Village Hall on Monday 26<sup>th</sup> September 2016**

**Present:** Councillors S Thorogood (Chairman), S Betts, S King, B Stacey, J Symons and H Wallace.  
**Attending:** Jennie Jenkins (Babergh District Councillor), D Crimmin (Clerk) and 3 members of public.

**16/092 Apologies for Absence**

Cllr Symonds (holiday) sent her apologies.

**16/093 Declaration of Interest and Requests for Dispensation**

No interests were declared and no request for dispensation had been received.

**16/094 Minutes of Meeting held on 13<sup>th</sup> September 2016**

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

**16/095 Public Forum**

Jenny Jenkins updated councillors on Babergh's new investment strategy, the plan to move to Endeavour House, the enforcement issues in the village and the Vicary Estate sewerage issue.

Sarah Bland of Studio Bark and Tony Howcroft gave councillors an outline of the plans to build a new dwelling at Chestnut Grove whilst keeping, rather than demolishing, the existing dwellings. The councillors were grateful for the opportunity to discuss the proposal.

**16/096 Routine Correspondence (Appendix A)**

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

**16/097 Clerk's Report (Appendix B)**

After reviewing the Clerk's Report, the Clerk was asked to contact James Finch to understand why APC had not been informed that the A134 from The Street to Leavenheath was not being included in the new 40mph zones between Sudbury and Nayland. They would also like to know if the request to move the 30mph zone in The Street to the junction of the A134 had been considered.

**16/098 Finance**

- a. The councillors reviewed BDO's External Audit report for the year ending 31<sup>st</sup> March 2016 and noted that there were no actions brought to APC's attention and resolved to accept and approve the findings.
- b. The councillors reviewed the Asset Register and resolved that it accurately reflected the council's assets at this time.
- c. 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
- d. 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.

**16/099 Planning**

- a. A planning application had been received since the agenda was posted. The councillors reviewed **Planning Application B/16/01204 Land East of Pump Farm, The Street** - Change of use of field to enclosed dog walking and exercise area and resolved to support the application. A further application for outline permission to erect 10 dwellings on Land North of The Hollies will be reviewed at an extra meeting to be held before the 20<sup>th</sup> October.
- b. The Clerk was asked to contact Jennie Jenkins in relation to B/08/00316 and B/16/00738 on the actions BDC are proposing to take. The status of planning applications previously

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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/15/01718	Chilton Woods	16/031b	Objected	
B/16/00713	7 The Gurdons - Erection of two-storey and single-storey rear extensions, single-storey front extension and associated alterations. Construction of new vehicular access.	16/074a	Support	Approved 21/07/2016
B/16/00810	Maple Cottage, 59 Barracks Road - Erection of single-storey side extension (following demolition of existing conservatory).	16/074b	Support	Approved 08/08/2016
B/16/00738	Land east of Centuries, The Street - Change of use of land for the siting of 2 No. touring caravans for permanent C3 land use in support of pastoral farming business.	16/074c	Objected	Refused 02/09/2016
B/16/01056	Land south of 1, Woodfield - Erection of 2 no. 3-bedroom detached dwellings and construction of vehicular access.	16/089a	Objected	

**16/100 Licensed Path, Footpaths and Assets**

Cllr Thorogood will co-ordinate the rubble removal from the allotments. Cllr King will discuss footpath issues with the Footpath Warden as well as liaising with D Gotts to get the permissive path maintenance undertaken this autumn.

**16/101 Future developments in the village**

The Chairman thanked Cllrs King, Symonds and Wallace for collating the results of the survey on residents' views on future development in the village. It was agreed to publish Cllr King's summary of the results in the newsletter and on the website.

**16/102 Defibrillator**

The councillors were extremely grateful that James Finch had donated £1,000 from his Locality Budget towards the cost of a defibrillator and cabinet from Community Heartbeat Trust. With the Village Hall Committee also giving their permission to install the cabinet on the outside of the building the councillors resolved to proceed with the project.

**16/103 Assington website**

After reviewing the proposal on moving the support of the Assington OneSuffolk website from Suffolk County Council to Community Action Suffolk the councillors resolved for this to happen from the 1<sup>st</sup> November 2016 at a cost of £50 per annum.

**16/104 BDC Meeting**

No councillor is able to attend the Babergh meeting in November.

**16/105 Question to the Chair**

No questions were raised.

**16/106 Next Meeting**

The next scheduled meeting date is the 28<sup>th</sup> November 2016 starting at 7.30pm.

**The meeting closed at 9.05pm**

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**Appendix A Routine Correspondence**

No correspondence received by post.

**Appendix B Clerk's Report**

Minute	Action	Complete ✓
16/006	In plans currently out for consultation with parishes affected, there are no proposed changes to the A134 speed limits in Assington.	
16/068	Minutes placed on website and notes sent to magazine.	✓
16/072	BT advised that telephone kiosk phone line not working.	
16/073 a	Cheques sent to suppliers.	✓
16/074	Planning Application responses sent to BDC.	✓
16/075	D Gotts contracted for conservation and allotments areas.	✓
16/078	Standing Orders updated on website.	✓
16/087	Minutes placed on website and notes sent to magazine.	✓
16/089	Planning Application response sent to BDC.	✓
	<b>Clerk's Hours</b>	
	As at 28th August 2016 - 92.25 hours worked / 88 hours paid	

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**Appendix C RFO Report**

**Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
04/07/16	PWLB - Repayment	D/Dr	LA 2001 ss 1 to 8	0.00	786.66
29/07/16	ICO - Data Protection	D/Dr	LA 2001 ss 1 to 8	0.00	35.00
01/09/16	BDC Precept			3,784.00	0.00
26/09/16	BDO - Audit Fee	742	LA 2001 ss 1 to 8	0.00	120.00
26/09/16	CAS - Insurance	743	LA 2001 ss 1 to 8	0.00	315.04
26/09/16	DF Crimmin - Expenses Mar to August	744	LA 2001 ss 1 to 8	0.00	135.35
30/09/16	DF Crimmin - Salary July to Sept	745	LA 2001 ss 1 to 8	0.00	405.23
30/09/16	DF Crimmin - WFHA July to Sept	745	LA 2001 ss 1 to 8	0.00	39.00
30/09/16	HMRC - Clerk Tax	746	LA 2001 ss 1 to 8	0.00	101.40

**Reconciliation**

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	29/07/16	£100.00				
Premium Accounts	29/07/16	£13,460.56	£16,228.54	£1,116.02	£3,784.00	£0.00
Cash	16/05/16	£0.00	£0.00			£0.00
		£13,560.56	£16,228.54	£1,116.02	£3,784.00	

**Statement of Accounts vs Budget**

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£10,534.70				
<b>Income</b>			<b>Expenditure</b>			
Precept	£7,568.00	£7,568.00	Clerks Salary	£2,200.00	£1,003.28	
Grants	£331.40	£0.00	Admin	£1,300.00	£441.05	
Bank Interest	£5.00	£1.62	Donations	£600.00	£350.00	
Loan	£0.00	£0.00	Street Lighting	£350.00	£0.00	
Other	£300.00	£270.92	Street Lighting Upgrade	£0.00	£0.00	
VAT Repayment	£0.00	£874.33	Insurance	£330.00	£315.04	
			Inspection	£100.00	£100.00	
			P3 Scheme	£360.00	£0.00	
			Licensed Footpaths	£175.00	£0.00	
			Contingency	£500.00	£0.00	
			Maintenance	£600.00	£0.00	
			Loan Repayment	£1,417.14	£746.60	
			Loan Interest	£156.18	£40.06	
			Allotments / Conservation	£655.00	£5.00	
			VAT Paid	£0.00	£20.00	
<b>Total</b>	<b>£8,204.40</b>	<b>£8,714.87</b>	<b>Total</b>	<b>£0.00</b>	<b>£8,743.32</b>	<b>£3,021.03</b>
			Assets C/Forward			£16,228.54
<b>Total</b>		<b>£19,249.57</b>	<b>Total</b>			<b>£19,249.57</b>

**End of Appendices**