

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 25th September 2017

Present: Councillors Simon Thorogood (Chairman), Stephen King, Steve Betts, Rose Symonds, Bronwen Stacey, John Symons and Helen Wallace.

Attending: Jane Hatton (Clerk) and two members of the public

17/097 Apologies for Absence

County Councillor James Finch sent his apologies as he has recently been in hospital and has been advised to take complete rest.

17/098 Declaration of Interest and Requests for Dispensation

No declaration of interest or request for dispensation had been received.

17/099 Minutes of Meeting held on 29th August 2017

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

17/100 Public Forum

No issues raised by the public

17/101 Community Led Plan/Neighbourhood Plan

Cllr Thorogood advised that an approach had been made by the chair of Newton Parish Council with regards to the possibility of working together on a plan which he will follow up. Cllr Wallace provided a design statement which had been done for Hinton St. George which she thought covered all the points. It was understood that Lawshall Parish Council had produced a plan and that the clerk would find out what the format this was and to contact Lavenham to find out if they had any advice.

17/102 Routine Correspondence

- a. Clerk to confirm that Cllr Thorogood would be able to attend the BDC Networking Evening on the 23rd October.
- b. The clerk had not received any further information regarding the costs for the Understanding Planning Courses to be held on the 9th and 23rd November but would follow this up and find out if both Cllrs Symonds and Stacey would be able to attend.
- c. It was agreed that the Suffolk's Most Active Community Competition was not applicable.
- d. Email received from Mr P Willer regarding how to escalate moving the 30 mile per hour sign. It was agreed that the clerk should reply to Mr Willer to say that Cllr Finch as chair of highways at SCC was the best person to progress this. It was agreed to look into a sign for the village "Welcome to Assington - Please drive carefully through our village" which could be positioned nearer the A134.
- e. Email received from Mr B. Gladwin regarding the sewage over the public footpath behind Vicary Estate sewage compound. Cllr King had investigated this and did not think it was sewage but that the footpath was unusable in that section and it was agreed that the clerk would contact Babergh and Suffolk Local Access to find out the situation.

17/103 Clerk's Report (Appendix A)

Cllr King confirmed that he had checked the minutes and support had been given to the new houses and vehicle access and that part of the hedge would be removed. Chris Hesletine had confirmed that no grant was used to plant the hedge.

17/104 Finance (Appendix B)

- a. Councillors reviewed the External Audit report from BDO LLP for the year ended 31 March 2017 and resolved to accept and approve the findings. Clerk to investigate the new auditor for 2018.

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- 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 resolved that it met the requirements.
- d. All cheques signed as itemised in Appendix B and were authorised by the councillors. The councillors also noted the precept of £3,900 which had been received since producing the agenda.

17/105 Planning

- a. Consider Proposed Development – B/15/01718 – Councillors resolved that they had nothing to add
- b. Consider Change of Use – DC/17/04450 of agricultural building to dwellinghouse at land adj to Gedding Hall, Nayland Road, Assington, Sudbury CO10 5LR – resolved to support the application
- c. Consider Consent to carry out works – DC/17/04210 to fell and remove 1 Elm Tree covered by Tree Preservation Order at Elm Lodge, The Street, Assington, Sudbury CO10 5LW – resolved to support the application as the tree had Dutch Elm Disease
- d. Status of **planning applications**

Date Received	BDC Ref	Application	APC Ref	APC Response	BDC Response
	B/15/01718	Chilton Woods	16/031b	Objected	
07/04/17	B/16/01569	The Old Workhouse, Further Street - Application for Listed Building Consent- Removal of cement render and installation of replacement wool wood fibreboards with lime render and wash finish together with associated timber frame repairs.	17/045c	Supported	Granted
03/04/17	B/17/00465	The Coach House, Assington Park - Application for Listed Building Consent - Conversion and alterations to outbuilding to form self contained annexe.	17/045h	Supported	Withdrawn
03/04/17	B/17/00464	The Coach House, Assington Park - Conversion and alterations to outbuilding to form self contained annexe.	17/045i	Supported	Withdrawn
	B/17/00947	Adjoining Parish Little Ropers Farm, Assington Road, Bures St Mary - Change use of land to a campsite(retention of).	17/065b		Granted
18/04/17	APP/D3505/W/17/31685 91	Appeal by The Hill Farm Assington Partnership B/16/01167 Site Address: Land north of The Hollies, The Street, Assington, SUDBURY, CO10 5LH	17/065a		Granted
	B/17/01119	Cotton Wood, Barracks Road - Erection of decontamination building (retention of).	17/065c	Supported	Granted

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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.	17/081 a	Objected	
21/07/17	DC17/03535	Prior Approval Application to Hill Farm, The Street, Assington to conversion to 3 dwellings	17/081 d	Objected	Granted
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	
09/08/17	DC/17/03973	Erection of detached building to provide secure garaging, workshop, shower and studio facilities at Willow Farm, Further Street, Assington, Sudbury, Suffolk CO10 5LD	17/094 b	Supported	
16/08/17	DC/17/04161	Erection of 3 No detached dwellings with garages and construction of new vehicular access to The Street at Land to the North of Assington Barn, The Street, Assington, Sudbury Suffolk CO10 5LW	17/094 c	Objected	

17/106 Question to the Chair

Cllr King had obtained quotes for the replacement of the bench on the playing field and it was agreed to wait until the playgroup equipment will be discussed in 2018.

17/107 Next Meeting

The next scheduled meeting date is the 27th November starting at 7.30pm.

The meeting closed at 8.35pm

Appendix A Clerks Report

Minute	Action	Complete ✓
	Minutes placed on website and notes sent to magazine.	✓
	Planning responses sent to Babergh DC	✓
17/092	Confirmed attendance to Vision Event on the 13th September and Consultation Event on 27th September	✓
17/093 a	Letter sent to Barclays Bank to change correspondence address	✓
17/093 b	Replied to Mr Willer's email	✓
	Forwarded Mr Willer's reply to Parish Councillors and Mr James Finch	✓

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17/086	d	Cllr Stephen King to check minutes regarding the entrance to the new buildings
17/086	d	Cllr Simon Thorogood to contact Chris Hesletine regarding confirmation if a grant was used to plan the hedge

Appendix B RFO Report

25/09/17	BDO - Audit Fee	P10	771	LA 2011 ss 1 to 8		120.00
30/09/17	J Hatton - Salary July to September	P11	772	LA 2011 ss 1 to 8	0.00	390.78
30/09/17	J Hatton - WFHA July to Septmber	P11	772	LA 2011 ss 1 to 8	0.00	39.00
30/09/17	J Hatton - Expenses 1 June to 30 Septmber	P12	772	LA 2011 ss 1 to 8	0.00	71.65
30/09/17	HMRC - JH Clerk Tax	P11	773	LA 2011 ss 1 to 8	0.00	97.60
30/09/17	Business Services at CAS Ltd	P13	774	LA 2011 ss 1 to 8	0.00	335.02

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	31.8.17	£100.00				
Premium Accounts	31.8.17	£15,942.99	£16,042.99	£0.00	£0.00	£0.00
Cash	25.8.17	£0.00	£0.00			£0.00
		£16,042.99	£16,042.99	£0.00	£0.00	

End of Appendices

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