

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL**  
**Held in Assington Village Hall on Monday 27<sup>th</sup> March 2017**

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

**Attending:** D Crimmin (Clerk) and 3 members of public.

**17/026 Apologies for Absence**

Jennie Jenkins (Babergh District Councillor) and James Finch (Suffolk County Councillor) sent their apologies.

**17/027 Declaration of Interest and Requests for Dispensation**

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

**17/028 Minutes of Meeting held on 27<sup>th</sup> February 2017**

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

**17/029 Public Forum**

The councillors reviewed the previously submitted report from Jennie Jenkins which covered Babergh's move to Endeavour House in August and September and their recommendations to the Boundary Commission to reduce the number of District Councillors from 43 to 31. Mr Cook, the new owner of the breakers yard, gave councillors an update on his works to improve the site and his operational plans in the future which he felt would have less impact in terms of noise on the neighbouring properties.

**17/030 Routine Correspondence (Appendix A)**

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

**17/031 Clerk's Report (Appendix B)**

After reviewing the Clerk's Report there were no further actions requested of the Clerk.

**17/032 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 each to SARS and Fresh Start.
- c. The councillors resolved to carry the following Earmarked Reserves forward to 2017 / 2018:

	<b>2017 / 18</b>
	<b>Start of year</b>
Asset Replacement	1,250.00
Allotments / Conservation	1,000.00
Election Costs	1,450.00
Clerk Gratuity Fund	675.08
<b>Total Earmarked Reserves</b>	<b>4,375.08</b>

**17/033 Planning**

- a. No planning application had been received since the agenda was posted
- b. The councillors requested the Clerk to request an update from Babergh's Enforcement on the issues raised by Jennie Jenkins on behalf of the council. The status of planning applications previously reviewed by APC are as follows:

*SIGNED* \_\_\_\_\_ *DATED* \_\_\_\_\_

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL**  
**Held in Assington Village Hall on Monday 27<sup>th</sup> March 2017**

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/16/01448	The Barn at Assington, The Street - Application under S73 of the Town and Country Planning Act (1990) - Change of use to caravan and camping site including provision for static, seasonal and touring caravans, tented camping and winter storage of caravans: Variation of condition 6 of consent ref. B/15/01348 to enable varied wording of occupation restriction.	16/122b	Objected	Approved 03/02/2017
B/16/01638	Chestnut Grove, Bures Road - Erection of 1 no. single-storey eco-house, garage and bin store plus associated works including vehicular access and landscaping; demolition of outbuildings and removal of containers; Erection of 1 no. cartlodge, change of use of existing cottage into 2 no. holiday lets, erection of porch and rear extension to cottage (following demolition of front and rear existing extensions), replacement of windows and renovation works.	16/136c	Supported	Approved 01/02/2017
B/16/01671	Tamara, Barracks Road - Erection of summerhouse (retention of).	17/022a	Objected	

**17/034 Proposed Speed Restrictions on the A134**

The councillors reviewed the second consultation on SCC's proposals to reduce the speed limits outside the villages on the A134 between Sudbury and Nayland. Whilst they welcomed the proposed reduction from 60mph to 40mph for the road just before entry to The Street through to Leavenheath, they objected to the proposal to reduce the stretch from Newton to just before entry to The Street to 50mph. The councillors felt that this stretch of the A134 should be reduced to 40mph, in keeping with the other proposed reductions, to help traffic flow at the A1071 junction and the junction with The Street as well as reducing the number of RTA's at these points.

**17/035 Open Space Survey**

After reviewing Babergh's Open Space Survey the councillors requested Cllr King and the Clerk to coordinate APC's response to Babergh.

**17/036 Licensed Path, Footpaths and Assets**

The landowner to be contacted in relation to what appeared to be fly tipping near a footpath on his land.

**17/037 Defibrillator**

The Clerk confirmed that the defibrillator was now live with the Ambulance Service and that the governance of the equipment was also be undertaken by 2 residents in the village on behalf of APC. The councillors agreed to arrange an Awareness session for residents and will see if this can be arranged for the 9<sup>th</sup> May 2017 at 7pm.

**17/038 Question to the Chair**

The councillors to review the replacing of the tree to commemorate the Queen's Diamond Jubilee.

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL  
Held in Assington Village Hall on Monday 27<sup>th</sup> March 2017**

**17/039 Clerk Vacancy**

The councillors agreed to arrange an interview with the applicant who had applied for the vacant position and Cllr Thorogood to coordinate the time and venue. The councillors resolved to:

- Make the deadline for applications for the position 12 noon on the 7<sup>th</sup> April 2017
- Delegate responsibility for the HR Committee of Cllrs Thorogood (substitute), King (substitute) and Stacey to make a formal offer to any successful candidate ahead of the May meeting.

**17/040 Next Meeting**

The next scheduled meeting date is the 22<sup>nd</sup> May 2017 starting at 7.30pm.

**The meeting closed at 8.58pm**

**Appendix A Routine Correspondence**

None received other than those contained in the agenda.

**Appendix B Clerk's Report**

Minute	Action	Complete ✓
17/003	Minutes placed on website and notes sent to magazine.	✓
17/007 a	Cheques sent to suppliers.	✓
17/007 b	Precept demand sent to Babergh.	✓
17/007 c	D Gotts notified of contract awards.	✓
17/007 d	Assington Association thanked APC for donation.	✓
17/009	New dog bin installed.	✓
17/009	Quotes to be obtained for sign.	
17/010	Defibrillator installed and now live.	✓
17/014	Proposed street names sent to Babergh.	✓
17/015	Issue re TPO resolved with Babergh.	✓
17/020	Minutes placed on website and notes sent to magazine.	✓
17/022	Planning Application response sent to BDC.	✓
	<b>Clerk's Hours</b>	
	As at 12th March 2017 - 262.25 hours worked / 200 hours paid	

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL**  
**Held in Assington Village Hall on Monday 27<sup>th</sup> March 2017**

**Appendix C RFO Report**  
**Receipts & Payments**

Date	Details	Ref	Power	Receipts	Payments
31/01/17	Assington Association - Donation	752	LA 2001 ss 1 to 8	0.00	250.00
27/03/17	CAS - Insurance (Defibrillator)	753	LA 2001 ss 1 to 8	0.00	8.99
27/03/17	JA Griggs - Defibrillator installation	754	LA 2001 ss 1 to 8	0.00	300.00
27/03/17	BDC - Dog & Litter bin emptying	755	LA 2001 ss 1 to 8	0.00	284.80
27/03/17	SCC - Street Lighting	756	LA 2001 ss 1 to 8	0.00	413.77
27/03/17	DF Crimmin - Expenses Set to Feb	757	LA 2001 ss 1 to 8	0.00	227.96
27/03/17	DF Crimmin - Salary Jan to Mar	758	LA 2001 ss 1 to 8	0.00	555.58
27/03/17	DF Crimmin - WFHA Jan to Mar	758	LA 2001 ss 1 to 8	0.00	39.00
27/03/17	HMRC - Clerk Tax	759	LA 2001 ss 1 to 8	0.00	139.00

**Reconciliation**

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	28/02/17	£100.00				
Premium Accounts	28/02/17	£12,988.25	£11,119.15	£1,969.10	£0.00	£0.00
Cash	20/03/17	£0.00	£0.00			£0.00
		£13,088.25	£11,119.15	£1,969.10	£0.00	

**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	£2,199.50
Grants	£331.40	£1,439.10	Admin	£1,300.00	£689.26
Bank Interest	£5.00	£5.53	Donations	£600.00	£600.00
Loan	£0.00	£0.00	Street Lighting	£350.00	£344.81
Other	£300.00	£360.92	Street Lighting Upgrade	£0.00	£0.00
VAT Repayment	£0.00	£874.33	Insurance	£330.00	£324.03
			Inspection	£100.00	£100.00
			P3 Scheme	£360.00	£360.00
			Licensed Footpaths	£175.00	£80.00
			Contingency	£500.00	£2,356.52
			Maintenance	£600.00	£237.33
			Loan Repayment	£1,417.14	£1,499.73
			Loan Interest	£156.18	£73.59
			Allotments / Conservation	£655.00	£75.00
			VAT Paid	£0.00	£723.66
<b>Total</b>	<b>£8,204.40</b>	<b>£10,247.88</b>	<b>Total</b>	<b>£0.00</b>	<b>£8,743.32</b>
			Assets C/Forward		£11,119.15
<b>Total</b>		<b>£20,782.58</b>	<b>Total</b>		<b>£20,782.58</b>

**Un-claimed VAT = £723.66**

**End of Appendices**

*SIGNED* \_\_\_\_\_ *DATED* \_\_\_\_\_  
 Assington Parish Council adopted the General Power of Competence on the 18<sup>th</sup> May 2015 Minute Book Page 280