

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 26th March 2018

Present: Councillors Simon Thorogood (Chairman), Stephen King, Bronwen Stacey, Steve Betts and Helen Wallace

Attending: County Councillor James Finch, Babergh District Councillor Jennie Jenkins, Jane Hatton (Clerk) and 6 members of the public

18/028 Apologies for Absence

Councillors Rose Symonds and John Symons

18/029 Declaration of Interest and Requests for Dispensation

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

18/030 Minutes of Meeting held on 21st February 2018

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

18/031 Public Forum

District Councillor Jennie Jenkins informed that planning applications were being received for the Sproughton site. The move to Endeavour House was now generally regarded as a good move by the staff and that a hub was in place at Sudbury Town Hall and another hub was aimed for Hadleigh. She is in the process of organizing a site visit to the Breakers Yard to include representatives from Enforcement, Planning and Environment and will inform the Parish Councillors of the date so that they can attend.

The public meeting was closed.

18/032 Neighbourhood Plan

Councillor Wallace reported that the meeting on the 12th March had a good turnout and all were positive to go ahead. There needs to be 10 to 15 people committed to writing the plan and she was organizing a leaflet to be distributed to all households as support was needed by the residents to be able to proceed. Jennie Jenkins will speak with District Councillor Lee Parker to find out if he was available one evening in May to attend a meeting to speak and answer questions. Once a date had been arranged the meeting will be promoted in the village newsletter and on the leaflet.

18/033 Breakers Yard

Councillors agreed to keep monitoring the situation and keep a record of the concerns of residents.

18/034 Routine Correspondence

- a. Councillor Betts will be taking photos once the weather improves to add to the website following it being upgraded by OneSuffolk
- b. It was noted that SCC Highways had ignored the suggestions to reduce the speed to 30mph from the A134 into the village but it would be reduced to 40mph
- c. No response was need to The Boundary Commission regarding the proposals for new wards as these were in line with the suggestion previously made by the Councillors.
- d. The clerk was to find out when an officer from SCC Highways would be available to carry out a walk of the village to discuss the various issues.
- e. Councillor King advised that one of the recycling bins had been relocated to the Village Hall Car Park. It was agreed that the clerk would follow up with Babergh Recycling regarding the textile bin.
- f. The Councillors were concerned by the cost of DPO Centre providing a Data Protection Officer and the clerk will contact SALC to find out if there are any alternatives.

18/033 Clerk's Report (Appendix A)

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

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18/034 Finance

- a. All cheques signed and due for signing as itemised in appendix B, were authorised by the Councillors. The Councillors noted the income received since the last meeting and reconciliation of bank accounts against the bank statements, and the Statement of Accounts against the Budget.
- b. Councillors resolved to donate £50 each to Macmillan Cancer, Alzheimers Society, Suffolk Accident Rescue Service and the Assington Association.
- c. Councillors resolved to carry the following Earmarked Reserves forward to 2018 /2019:

Asset Replacement	1,500.00
Allotments / Conservation	1,500.00
Election Costs	1,500.00
Clerk Gratuity Fund	0.00
Total Earmarked Reserves	4,500.00

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- d. Councillor Betts had been looking into the Community Infrastructure Levy which the village will be receiving. He will write an article for the newsletter asking what the residents would like the money to be spent on and this will be a question asked at the Neighbourhood Plan meeting. Councillors asked District Councillor Jennie Jenkins what the money can be spent on and whether it can be spent on developing a Neighbourhood Plan, which she will investigate and report back.

18/035 Planning

- a. **Outline Planning Permission – DC/18/00687** – Erection of 8 dwellings with garages and new vehicular access at Land at The Barn at Assington, The Street, Assington and the Councillors resolved to **object** to this application on the following grounds:
 - i. that there is no further demand for housing in addition to the developments of 10 and 8 properties respectively which have already been approved.
 - ii. Further off street developments do not meet with the stated BDC policy for the village of infill ribbon development.
- b. **Planning Permission – DC/18/00567** – Replacement of 6 windows and relocation of stairwell window at The Old Workhouse, Further Street, Assington and the Councillors resolved to **support** the application
- c. Status of planning applications previous reviewed by APC are as follows:

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	B/15/01718	Chilton Woods	16/031b	Objected	
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	
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	
17/11/17	DC/17/05638	Erection of two dwellings with garages at 10 The Gurdons, The Street, Assington	17/115b	Objected	
28/11/17	DC/17/05753	Change of use of land to garden curtilage at former gain store at Hill Farm, The Street, Assington		Supported	Granted
13/12/17	DC/17/06079	Conversion of existing detached yard buildings to two units of holiday accommodation to be occupied as permanent dwellings	17/135a	Objected	Granted
19/12/17	DC/17/06170	Erection of 10 dwellings at The Street, Assington	18/009a	Objected	Granted
02/01/18	DC/17/06240	Erection of 2 two storey 5 bedroom dwellings and new vehicular accesses at land opposite Hill Farm, The Street Assington	17/135b	Objected	Refused
05/01/2018	DC/17/06091	Erection of a detached dwelling & garage at The	18/009b	Supported	
12/01/18	DC/17/06237	Erection of 1 two storey dwelling with access and landscaping on site adjacent The Street, Assington	18/009c	Objected	Refused
18/01/18	DC/18/00188	Erection of 8 dwellings and new vehicle access on land North of Assington Barn, The Street, Assington	18/009d	Objected	

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18/036 Question to the Chair

No questions to the chair.

18/037 Next Meeting

The next scheduled meeting date is Monday 21st May 2018 starting at 7.30pm.

The meeting closed at 9.25pm

Appendix A Clerks Report

Minute	Action	Complete
		✓
	Minutes placed on website and sent to parish magazine and Jennie Jenkins.	✓
	Planning responses sent to Babergh DC	✓
	Clerk thanked Carroll Reeve for his talk	✓
18/004	Clerk contacted Newton and Little Cornard Parish Councils regarding working together on the NP	✓
18/006 a	Clerk contacted Highways regarding arranging a meeting to walk the village with Councillors	✓
18/008	Clerk sent the precept to BDC	✓
18/009 a	In addition to sending the planning responses BDC, the clerk asked separately for a meeting with the applicant	✓
18/009 a	Clerk investigated the request for a TPO on the Oak Tree	✓
18/010 a	Clerk confirmed the grass cutting contract with David Gotts	✓
18/011	Clerk informed SALC that the PC had expressed an interest to use The DPO Centre to appoint a data protection officer	✓
18/012	Clerk emailed enforcement at BDC regarding the restrictions in place at the Breakers Yard	✓
18/012	Clerk emailed Breakers Yard with concerns of residents	✓
18/024	Clerk emailed all those interested in the Neighbourhood Plan the date of the village meeting on the 12th March	✓
18/026	Clerk emailed enforcement at BDC regarding the restrictions in place at the Breakers Yard again and copied in Jennie Jenkins	✓

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18/026	Clerk emailed Highways again regarding arranging a meeting to walk the village with Councillors and copied in James Finch and Jane Storey	✓
Clerks Hours		
<u>1st June 2017 to 2nd March 2018 - 188 hours worked/141 hours paid</u> 188 hours includes 19 hours for training (which include meetings Data Protection and webinar on HMRC)		

Appendix B RF O Report

ASSINGTON				Receipts		Payments	
Date	Details	File Ref	Ref				
11/01/18	PWLB - repayment	P24	DD	0.00		786.66	y
11/01/18	SALC Transparency Grant	9		106.16	y	0.00	
26/03/18	Sudbury Newstalk - Donation	P25	783	0.00		50.00	
26/03/18	SCC - Street Lighting	P26	784	0.00		404.34	
26/03/18	BDC - Dog & Litter Bin emptying	P27	785	0.00		284.80	
26/03/18	Anglian Water to allotments Dec	P28	786			50.39	
29/03/18	J Hatton - Salary Jan to March	P29	787			676.08	
29/03/18	J Hatton - WFHA Jan to March	P29	787			39.00	
31/03/18	J Hatton - Expenses 1 Nov to 28	P30	787			84.69	
31/03/18	HMRC - JH Clerk Tax	P29	788			169.20	

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	28/02/18	£100.00				
Premium Accounts	28/02/18	£16,872.61	£15,214.11	£1,758.50	£0.00	£0.00
Cash	28/02/18	£0.00	£0.00			£0.00
		£16,972.61	£15,214.11	£1,758.50	£0.00	

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£11,019.15				
Income	-		Expenditure	-	-	
Precept	£7,800.00	£7,800.00	Clerks Salary		£2,240.00	£3,222.23
Grants	£331.40	£437.36	Admin		£1,300.00	£993.45
Bank Interest	£5.00	£3.22	Donations		£600.00	£400.00

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Loan	£0.00	£0.00	Street Lighting	£350.00	£336.95
Other	£300.00	£360.15	CIL	£0.00	£0.00
CIL	£0.00	£3,221.78	Insurance	£330.00	£335.02
VAT Repayment	£0.00	£723.66	Inspection	£100.00	£100.00
			P3 Scheme	£360.00	£360.00
			Licensed Footpaths	£175.00	£100.00
			Contingency	£500.00	£0.00
			Maintenance	£630.00	£237.33
			Loan Repayment	£1,417.14	£1,573.32
			Loan Interest	£156.18	£0.00
			Allotments / Conservation	£655.00	£378.72
			VAT Paid	£0.00	£314.19
			Total	£0.00	£8,813.32
					£8,351.21
			Assets C/Forward		£15,214.11
Total		£23,565.32	Total		£23,565.32

End of Appendices