

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held in Assington Village Hall on Monday 25th March 2019

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

Attending: Babergh District Councillor Jennie Jenkins, Jane Hatton (Clerk) and 2 members of the public

19/029 Apologies for Absence

Councillor Rose Symonds and County Councillor James Finch

19/030 Declaration of Interest and Requests for Dispensation

Cllr Stacey declared a non-pecuniary interest in item 19/036b as she is a member of the Assington PCC and the editor of the Assington News and Cllr Symons declared a non-pecuniary interest in item 19/036b as he is a member of the Assington PCC. No requests for dispensation had been received.

19/031 Minutes of Meeting held on 18th March 2019

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

19/032 Public Forum

District Councillor Jennie Jenkins wanted to add in addition to the report for the APM that she will continue to follow up the issue of the Assington resident who is not getting their post delivered even once she has stepped down as District Councillor. She also wanted to confirm that SCC Highways and BDC are looking into the scrap lorries parked on the layby on the A134. She will also investigate the situation of the temporary house named The Nook, Heseltine Close, Assington and whether this property has a Certificate of Compliance issued by BDC.

The public meeting was closed.

19/033 Neighbourhood Plan

Cllr Wallace had given a full report at the APM that the group is meeting fortnightly to monthly now have a core dedicated team of 8 with a wider support group of residents who can be called on to help when required. They are currently analysing the questionnaire results from the January 2019 survey and preparing for a further Consultation Event on 13 April to share the results and seek views of residents on key aspects of the plan.

19/034 Routine Correspondence

- a. Following the email from Claire Fisher at Trading Standards, the Clerk had received a complaint from a resident regarding the transportation of scrap through the village as well as the use of the layby on the A134. It was agreed that the Clerk would reply to the resident.
- b. The Clerk had not received a response from Andrew Allberry of SCC Highways with regards to the query why there was a difference in when the street lights are switched off and it was agreed that the Clerk should email again.
- c. The Clerk had received a report from the Footpath Warden who would like the details added to the minutes in order to thank Mr Thompson:
"I can report no real problems with the footpaths, the only thing I was going to mention was that I had emailed the owner of the Thicks to report that a tree had been brought down by the recent strong winds was blocking the footpath at the rear entrance to the Thicks. He quickly responded and it was cleared away the following day."

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19/035 Clerk's Report (Appendix A)

It was agreed that the Clerk should email Cllr Finch for an update on his investigation into the safety issues and what procedures are in place at Ryes College. It was agreed that nothing else was outstanding from the Clerk's Report.

19/036 Finance

- a. All cheques signed and due for signing as itemized in appendix B, were authorized by the Councillors. The Councillors noted the income received since the last meeting and reconciliation of bank accounts against the bank statements, and Statement of Accounts against the Budget.
- b. Councillors resolved to donate £100 to Sudbury Citizens Advice, £75 each to Headway Suffolk and the Assington Association and £350 to Assington PCC.
- c. Councillors resolved to carry the following Earmarked Reserves forward to £2019/2020

Asset Replacement	£1,500.00
Allotments/Conservation	£1,500.00
Election Costs	£1,500.00
Total Earmarked Reserves	£4,500.00

19/037 Planning

- a. Status of planning applications previous reviewed by APC are as follows:

Date Received	BDC Ref	Application	APC Ref	APC Response	BDC Response
22/06/18	DC/18/02836	Erection of extension to existing production premises, associated car parking, landscaping and drainage infrastructure at Hill Farm, Stoke Road, Polstead	18/081a	Objected	
26/11/18	DC/18/05178	Erection of up to 7 dwellings with carports at land at Assington Barns, The Street, Assington	18/143a	Supported	
31/01/19	DC/19/00395	Erect of a single storey side extension at 1 Vicary Estate, Assington	19/022a	Objected	
19/02/19	APP/D3505/W/18/321709 6	Outline Planning Application for erection of 6 dwellings at land east of The Street, Assington	19/022c	Objected	
28/02/19	DC/19/00971	Siting 2 portacabins and 1 storage container on land at Assington Fruit Farm, The Street, Assington	19/022b	Supported	
07/03/2019	DC/19/01106	Application to change two rear ground floor windows to French doors at The Coach House, Assington Park, Assington	19/022d	Supported	Withdrawn

- b. Cllr King advised that since the agenda was issued, planning permission had been granted for DC/19/00395 with the condition that the cladding was not used and that it would be rendered.

19/038 Traffic Speed Reduction Plan

Councillors considered the details of the radar speed signs and resolved to investigate further and discuss at the May meeting.

19/039 Question to the Chair

Cllr King wanted to apply for CIL Infrastructure monies for the playground and it was agreed that he should.

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19/040 Next Meeting

The next scheduled meeting date is Monday 20th May 2019 starting at 7.30pm.

The meeting closed at 8.30pm

Appendix A Clerk's Report

Minute	Action	Status	Done ✓
	Minutes placed on website / sent to parish magazine / Jennie Jenkins		✓
18/143 & 19/002	Planning responses sent to Babergh DC		✓
18/123	Speed reduction plan to be sent to James Finch	Plan to be discussed at the March meeting	
18/126	Clerk re-emailed Jennie Jenkins regarding the procedure of putting up floodlights on the village hall	Planning permission is required	✓
18/140 b	Clerk emailed Steve Merry SCC regarding the response from the owners of St Edmunds Cottageto the request that the kerb be moved in line with the neighbouring property and reduced in height. Available dates to walk the village.	Meeting arranged for the 14th March	✓
19/004 c	Cllr Finch will look into the safety issues and procedures in place at Ryes College		
19/004 d	Cllr Finch will send Cllr Stacey details of new speed reduction on the A134		
19/005	Clerk to subscribe to Parish Online		✓
19/009 b	Clerk will send details of the precept decision to BDC		✓
19/011	Clerk will arrange for election posters for notice boards		✓
19/012 a	Cllrs King and Symonds to do a schedule for hedge cutting of permissive paths for David Gotts	Waiting to hear from David Gotts when he will be cutting paths	
19/012 b	Clerk to investigate new no cyclists signage for footpaths		✓

Appendix B RFO Report

Receipts & Payments

25/03/19	GeoXphere Ltd - Parish Online	P26	819	LA 2011 ss 1 to 8	60.00
25/03/19	Anglian Water - Allotments Dec to	P27	820	LA 2011 ss 1 to 8	22.26
25/03/19	John Robertson - Rubbish Bin	P28	821	LA 2011 ss 1 to 8	186.00
25/03/19	BDC - Litter & dog bin emptying	P29	822	LA 2011 ss 1 to 8	334.34
31/03/19	J Hatton - Salary	P30	823	LA 2011 ss 1 to 8	727.64
31/03/19	J Hatton - WFHA	P30	823	LA 2011 ss 1 to 8	39.00
31/03/19	J Hatton - Expenses	P31	823	LA 2011 ss 1 to 8	108.61
31/03/19	HMRC - Clerk Tax	P30	824	LA 2011 ss 1 to 8	182.00

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Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community Premium Accounts	28/02/19	£100.00				
	28/02/19	£20,730.75	£19,170.90	£1,659.85	£0.00	£0.00
Cash	20/03/19	£0.00	£0.00			£0.00
		£20,830.75	£19,170.90	£1,659.85	£0.00	

Statement of Account vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£15,222.90				
Income			Expenditure			
Precept	£8,596.94	£8,596.94	Clerks Salary		£2,700.00	£3,226.73
Grants	£331.40	£331.20	Admin		£1,300.00	£1,122.66
Bank Interest	£5.00	£29.93	Donations		£600.00	£550.00
Loan	£0.00	£0.00	Street Lighting		£350.00	£0.00
Other	£360.00	£330.00	CIL		£0.00	£3,221.78
CIL	£0.00	£6,224.51	Insurance		£350.00	£337.34
VAT Repayment	£0.00	£320.98	Inspection		£100.00	£200.00
			P3 Scheme		£360.00	£240.00
			Licensed Footpaths		£175.00	£0.00
			Contingency		£500.00	£250.68
			Maintenance		£630.00	£317.62
			Loan Repayment		£1,417.14	£1,552.89
			Loan Interest		£156.18	£20.41
			Allotments / Conservation		£655.00	£171.27
			Neighbourhood Plan		£0.00	£425.93
			VAT Paid		£0.00	£245.25
Total	£9,293.34	£15,833.56	Total	£0.00	£9,293.32	£11,882.56
			Assets C/Forward			£19,170.90
Total		£31,056.46	Total			£31,053.46

End of Appendices

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