

**MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL**  
**Held in Assington Village Hall on Monday 25<sup>th</sup> November 2019**

**Present:** Councillors Simon Thorogood (Chairman), Rose Symonds, Bronwen Stacey, Ian Jordan and Andrew Hill

**Attending:** Babergh District Councillor Lee Parker and Jane Hatton (Clerk)

**19/135 Apologies for Absence**

Councillors John Symons and Helen Wallace sent their apologies which were accepted. County Councillor James Finch had advised that he would be late.

**19/136 Declaration of Interest and Requests for Dispensation**

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

**19/137 Minutes of Meeting held on 7th October 2019**

The minutes of the meeting on the 7th October 2019 and the minutes of the 23rd September 2019 were approved and signed by the Chairman as a correct record.

**19/138 Public Forum**

Babergh District Councillor Lee Parker informed the council that due to the election in December, the executive function of BDC is put aside but the day to day function will continue. The proposed District Council name change will not happen. The free swim system during the summer holiday has been very successful and had been extended to the Autumn half term and will also take place during the Christmas holidays. There had been a well publicised fly tipping prosecution which will hopefully put off other people fly tipping. Cllr Stacey asked about the site visit which had been requested and BDC Parker confirmed that it had been granted but there was not yet a date. Cllr Hill asked about not getting a response from Jo Hobbs, Area Manager BDC on the planning queries he had and BDC Parker will follow this up.

County Councillor James Finch arrived at this time and updated the council on the fostering and adoption sessions being held locally, the young adults stay safe on Suffolk's road scheme, funding of central heating systems for those who find it challenging to afford their energy bills and the annual report which was launched in October. Cllr Thorogood raised the issue of Ryes College and the children sitting in the road and the fact that there will be an accident and a child will be injured if action is not taken. It was agreed that the clerk would forward the photos which were sent to the College together with their response to CCllr Finch who will take the evidence to Children's Services and if they do not have the authority to insist it becomes a secure facility it will need to be raised with the local MP.

**The public meeting was closed.**

CCllr Finch and BDC Parker left at this time.

**19/139 Neighbourhood Plan**

Cllr Jordan advised that they have a draft and hope to put it forward to BDC for their input before bringing it to the parish council in early January for a formal consultation. The meeting was agreed for Monday 6th January 2020 as it then has to have a six week consultation before the document will then go to BDC.

**19/140 Routine Correspondence**

- a. The email from Power for People was noted.
- b. The email from Mike and Lisa Townrow was discussed and it was agreed that the clerk

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would respond and advise that their email has been discussed and express that the council is sorry to hear about the issues which have arisen. The Parish Council will approach BDC on the best way to proceed but in the meantime would suggest that they do make a record of the movements.

- c. The email from Barclays Bank regarding the reduction in saving rates was noted.
- d. The email from Paul Gant SCC to confirm the meeting on Tuesday 3rd December and it was agreed that a street plan of the village will be required and a list of requirements.
- e. The email from Ryes College had already been discussed.
- f. The email regarding the Tree Preservation Order was noted.
- g. The email from Nick Thompson with agreed wording for The Thicks new signs were agreed.
- h. Since the issue of the agenda, emails had been received from a resident regarding the death of their cat, Lilly. They believe that Lilly was killed in the field next to The Thicks by a dog who was out of control and it was agreed that the council was very concerned by this information. It was discussed and agreed to investigate what can be done with BDC and that the chair would respond to the resident and write a letter to all the commercial dog walkers to remind them most strongly that they must have their dogs under control at all times. The website will be checked to see if it does promote walking dogs and if this is the case it will be amended to promote walking only. It was agreed that the tone of the emails from the resident had become increasingly aggressive towards the parish council as the resident was clearly very upset; in light of this it needed to be reiterated that all parish councillors are volunteers and that the parish council has no statutory powers over dog control on private land or over the parking issues raised by the resident. The parish council had already investigated the replacement of the signs through The Thicks, as the "No Cycling" signs which had previously been erected had been removed by vandals. New signage has very recently been agreed by the landowner. Everyone has the right to use the public footpath and to park on the highways as long as no entrances were being obstructed.
- i. Since the issue of the agenda, an email had been received from Andrew Alberry SCC regarding the lighting times of the street lights over the Christmas period and it was agreed that they should remain the same.
- j. Since the issue of the agenda, an email had been received from a resident to ask if the village could look more festive over the Christmas period. It was agreed that Cllr Symonds would investigate a tree to be placed outside the Village Hall and a budget of £100 was agreed.

**19/141 Clerk's Report (Appendix B)**

It was agreed that nothing was outstanding from the Clerk's Report as Cllr Symonds had informed the developer of a suggested street name of Warners Rise and Cllr Symonds was to investigate repairing the village hall notice board.

**19/142 Finance**

- a. Councillors reviewed the Certificate of Exemption and resolved to accept this.
- b. All cheques signed and due for signing as itemised in appendix C, 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.
- c. The councillors reviewed the budget proposal in appendix D and Cllr Hill advised that the grant received of £8982 will probably be spent on the Neighbourhood Plan before the 31st March 2020.

**19/143 Planning**

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- a. Councillors reviewed **Planning Application DC/19/04835** – Replacement and conversion of garage to additional living space and internal works at Thatched Cottage, Dorking Tye, Assington and resolved to **support** the application.
  - b. Councillors reviewed **Planning Application DC/19/04756** – Erection of one dwelling and garage at Gedding Hall, Nayland Road, Assington and resolved to **object** to the application:
- ★ The site is over a mile away from the existing built up area boundary or the proposed new BUAB in the emerging local plan. From a planning policy perspective it must therefore be treated as an **isolated development in open countryside** and approval can only be granted if exceptional circumstances can be proved AND subject to a proven justifiable need for the housing (policy CS2 of Babergh Core Strategy 2014 and NPPF paragraph 79 is engaged).
- There are no exceptional circumstances justifying this application whatsoever and indeed the application does not attempt to demonstrate that there are.
  - There is no proven need and **the application provides no evidence to demonstrate one**. Babergh's emerging joint local plan identifies a need for 38 properties in Assington parish between 2018 and 2036. There have already been 54 properties granted permission in 18 months, almost 50% more than the amount Babergh have stated to be needed in 18 years! In addition to these 54, the emerging neighbourhood plan is likely to allocate additional sites, in sustainable locations (which this application is clearly not in) to be developed in a graduated way with community support between now and 2036.
- ★ The emerging neighbourhood plan has obtained high quality evidence from both consultation events and a village-wide questionnaire returned by 52% of the adult population (<http://assington.onesuffolk.net/assets/Neighbourhood-Plan/Consultations/April-19-Consultation-Boards-Final.pdf>, slide 3), showing that:
- 92% and 87% of people, respectively, say the village needs 2 and 3 bedroom homes. 65% of people object to new houses of 4 bedrooms or above. This is supported by Assington's 2011 Census profile which shows the village has a disproportionately high proportion of large 4 and 5 bedroom houses.
  - 98% of people say that new development should respect Assington's rural character and therefore not be built in open countryside.
- ★ Babergh's Core Strategy policy CS11 requires a site in hinterland villages to be:
- "A close functional relationship to the existing settlement". – *it is not even anywhere near the existing or proposed BUAB*
  - "Well designed and appropriate in size/scale, layout and character to its setting and to the village" – *it clearly fails this test as it is a huge house in open countryside*
  - "Adjacent to or well related to the existing pattern of development for that settlement" and; - *it is not – the site is over a mile from the village in open countryside*
  - "Meets a proven need such as affordable housing or targeted market housing identified in an adopted community local plan/neighbourhood plan" – *application makes no attempt to do this.*
- ★ The applicant suggests that Babergh's five year land supply is not in place. This is not correct and as a result any overriding presumption in favour of development does not apply. Babergh's policies are therefore up to date and have full force in the determination of the application.
- ★ The property is on a narrow bend and has access onto a highway with poor visibility.

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**c. Status of planning applications**

| Date Received | BDC Ref     | Application  | APC Ref | APC Response | BDC Response |
|---------------|-------------|--|---------|--------------|--------------|
| 26/07/19      | DC/19/03504 | Details under outline planning for access, appearance, landscaping, layout and scale for erection of up to 6 dwellings on land east of The Street, Assington | 19/106b | Objected     | Granted      |
| 19/09/19      | DC/19/04391 | Outline Planning Application for the erection of up to 19 dwellings at Land East of The Barn at Assington, The Street, Assington                             | 19/132a | Objected     |              |

**19/144 Traffic Speed Reduction Plan**

Already discussed in item 19/140d.

**19/145 Meeting with Suffolk Highways**

Already discussed in item 19/140d.

**19/146 Licensed Paths, Footpaths and APC's Assets**

It was agreed that the hedging along the road should be put on the next agenda as a quote will be required from David Gotts. David Gotts had mentioned to a resident that the field was being ploughed to the hedge but more information was required.

**19/147 Meeting Dates for 2020**

The councillors agreed the following meeting dates:

|           |                       |
|-----------|-----------------------|
| 2020      | Assington PC Meetings |
| January   | 27th                  |
| March     | 23rd Meeting and APM  |
| May       | 25th Annual Meeting   |
| July      | 27th                  |
| September | 28th                  |
| November  | 30th                  |

**19/148 Question to the Chair**

Cllr Stacey asked if there was agreement that the village newsletter should be available on the parish council website and this was agreed.

**19/149 Next Meeting**

The next scheduled meeting date is the 27<sup>th</sup> January 2020 starting at 7.30pm and the special meeting arranged to discuss the draft Neighbourhood Plan is on the 6<sup>th</sup> January 2020.

**The meeting closed at 9.55pm**

**Appendix B Clerks Report**

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| Minute   | Action  | Status   | Done |
|----------|---|--|------|
|          | Minutes placed on website / sent to parish magazine / Lee and James   |  | ☑    |
|          | Planning Comments sent to BDC   |  | ☑    |
| 19/098   | Cllr Hill to investigate if the kiosk could be reconnected and remain the property of BT  | Confirmation received that kiosk has been reconnected and remains the property of BT |      |
| 19/062   | Cllr Hill to write to BDC for an explanation as to their approach to planning applications and why the PC suggestions and objects are often ignored | Waiting a response   |      |
| 19/112   | CCllrs Finch to organise for the SCC Road Safety Manager to visit The Ryes College to discuss their requirements                                    |  |      |
| 19/118 a | Cllr Symons to contact carpenter for a quote for the repair of the Village Hall Notice Board  |  |      |
| 19/129 a | The Clerk to organise two new footpath signs for The Thicks   | Confirm wording for signs  |      |
| 19/129 b | The Clerk to response to the SCC Community Engineer to arrange a date to walk the village in December 2019  | Arranged for Tuesday 3rd December at 10am  |      |
| 19/132   | Cllr Symonds to confirm preferred street name to the developer  |  |      |
|          | <b>Clerks Hours</b>   |  |      |
|          | 1st April to 31st August 2019 : 155 paid /175hrs worked   |  |      |
|          | <b>Calendar Reminder</b>  |  |      |
|          | Shoulder of Mutton AVC renewal due 19th August 2024   |  |      |

**Appendix C RFO Report**

**Receipts & Payments**

|          |                     |      |     |                   |           |   |          |
|----------|---------------------|------|-----|-------------------|-----------|---|----------|
| 11/10/19 | BDC CIL Payment     | 9    |     |                   | 11,344.81 | y |          |
| 25/11/19 | Community HeartBeat | PO21 | 845 | LA 2011 ss 1 to 8 |           |   | 54.00    |
| 25/11/19 | Places4People       | PO23 | 848 | LA 2011 ss 1 to 8 |           |   | 1,650.36 |
| 25/11/19 | Catherine Harrison  | PO24 | 849 | LA 2011 ss 1 to 8 |           |   | 23.04    |
| 25/11/19 | Stephen Lustig      | PO24 | 850 | LA 2011 ss 1 to 8 |           |   | 29.85    |
| 31/12/19 | J Hatton Salary     | PO22 | 846 | LA 2011 ss 1 to 8 |           |   | 539.25   |
| 31/12/19 | J Hatton WFHA       | PO22 | 846 | LA 2011 ss 1 to 8 |           |   | 39.00    |
| 31/12/19 | HMRC                | PO22 | 847 | LA 2011 ss 1 to 8 |           |   | 134.80   |

**Reconciliation**

|                            | Statement Date | Statement Balance | Actual Balance | Unpresented Cheques | Credits not shown | Difference |
|----------------------------|----------------|-------------------|----------------|---------------------|-------------------|------------|
| Community Premium Accounts | 31.10.19       | £100.00           |                |                     |                   |            |
|                            |                | £49,551.21        | £47,180.91     | £2,470.30           | £0.00             | £0.00      |
| Cash                       |                | £0.00             | £0.00          |                     |                   | £0.00      |
|                            |                | £49,651.21        | £47,180.91     | £2,470.30           | £0.00             |            |

**Statement of Account vs Budget**

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|                      | Budget            | Actual            |                           | Reserves     | Budget           | Actual            |
|----------------------|-------------------|-------------------|---------------------------|--------------|------------------|-------------------|
| Assets B/Forward     |                   | £19,181.80        |                           |              |                  |                   |
| <b><u>Income</u></b> |                   |                   | <b><u>Expenditure</u></b> |              |                  |                   |
| Precept              | £9,500.00         | £9,500.00         | Staff Costs               | £2,880.00    | £2,387.95        |                   |
| Grants               | £331.20           | £9,313.20         | Admin                     | £1,550.00    | £467.68          |                   |
| Bank Interest        | £5.00             | £30.34            | Donations                 | £600.00      | £875.00          |                   |
| Loan                 | £0.00             | £0.00             | Street Lighting           | £350.00      | £373.75          |                   |
| Other                | £360.00           | £180.00           | CIL                       | £0.00        | £1,778.22        |                   |
| CIL                  | £0.00             | £16,697.14        | Insurance                 | £350.00      | £329.28          |                   |
| VAT Repayment        | £0.00             | £298.01           | Inspection                | £350.00      | £0.00            |                   |
|                      |                   |                   | P3 Scheme                 | £360.00      | £0.00            |                   |
|                      |                   |                   | Licensed Footpaths        | £175.00      | £0.00            |                   |
|                      |                   |                   | Contingency               | £500.00      | £104.78          |                   |
|                      |                   |                   | Maintenance               | £630.00      | £42.00           |                   |
|                      |                   |                   | Loan Repayment            | £0.00        | £0.00            |                   |
|                      |                   |                   | Loan Interest             | £0.00        | £0.00            |                   |
|                      |                   |                   | Allotments / Conservation | £655.00      | £79.92           |                   |
|                      |                   |                   | Neighbourhood Plan        | £1,500.00    | £1,483.19        |                   |
|                      |                   |                   | VAT Paid                  | £0.00        | £369.81          |                   |
| <b>Total</b>         | <b>£10,196.20</b> | <b>£36,018.69</b> | <b>Total</b>              | <b>£0.00</b> | <b>£9,900.00</b> | <b>£8,291.58</b>  |
|                      |                   |                   | Assets C/Forward          |              |                  | £47,180.91        |
| <b>Total</b>         |                   | <b>£55,200.49</b> | <b>Total</b>              |              |                  | <b>£55,472.49</b> |

#### Appendix D Budget Proposal

##### Income

Based on 2018/19, the assumption is that there will be a P3 grant from SCC for cutting the footpaths and that £360 will be received from the Assington Allotment Association.

##### Expenditure

It was agreed to keep the row for Neighbourhood Plan costs for £1500.00 in case they are needed.

Below are the tables which show a comparison between 2018/19 budget and actual. 2019/20 budget and actual, 2019/2020 anticipated at the year end and that anticipated required in 2020/21.

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|                           | 2018 /19      |                 | 2019 /20      |                  |                  | 2020/21       |
|---------------------------|---------------|-----------------|---------------|------------------|------------------|---------------|
|                           | Budget        | Actual          | Budget        | Actual to Date   | To year end      | Budget        |
| <b>Income</b>             |               |                 |               |                  |                  |               |
| Grants                    | 331.40        | 331.20          | 331.20        | 9,313.20         | <b>9,313.30</b>  | 331.40        |
| Bank Interest             | 5.00          | 18.28           | 5.00          | 30.34            | <b>30.34</b>     | 10.00         |
| Other                     | 360.00        | 360.00          | 360.00        | 180.00           | <b>330.00</b>    | 360.00        |
| CIL                       | 0.00          | 6,224.51        | 0.00          | 16,697.14        | <b>16,697.14</b> | 0.00          |
| VAT Repayment             | 0.00          | 320.98          | 0.00          | 298.01           | <b>298.01</b>    | 0.00          |
| <b>Total Income</b>       | <b>696.40</b> | <b>7,254.97</b> | <b>696.20</b> | <b>26,518.69</b> | <b>26,668.79</b> | <b>701.40</b> |
| <b>Precept</b>            |               | <b>8,596.94</b> |               |                  | <b>9,500.00</b>  |               |
| <b>Expenditure</b>        |               |                 |               |                  |                  |               |
| Staff Costs               | 2,700.00      | 3,226.73        | 2,880.00      | 2,347.95         | <b>2,900.00</b>  | 2,900.00      |
| Admin                     | 1,300.00      | 1,122.66        | 1,550.00      | 467.68           | <b>1,550.00</b>  | 1,550.00      |
| Donations                 | 600.00        | 550.00          | 600.00        | 875.00           | <b>875.00</b>    | 600.00        |
| Street Lighting           | 350.00        | 0.00            | 350.00        | 373.75           | <b>373.75</b>    | 375.00        |
| CIL                       | 0.00          | 3,221.78        | 0.00          | 1,778.22         | <b>1,778.22</b>  | 0.00          |
| Insurance                 | 350.00        | 337.34          | 350.00        | 329.28           | <b>329.28</b>    | 350.00        |
| Inspection                | 100.00        | 200.00          | 350.00        | 0.00             | <b>0.00</b>      | 0.00          |
| P3 Scheme                 | 360.00        | 240.00          | 360.00        | 0.00             | <b>360.00</b>    | 360.00        |
| Licensed Footpaths        | 175.00        | 0.00            | 175.00        | 0.00             | <b>175.00</b>    | 175.00        |
| Contingency               | 500.00        | 250.68          | 500.00        | 104.78           | <b>200.00</b>    | 500.00        |
| Maintenance               | 630.00        | 317.62          | 630.00        | 42.00            | <b>400.00</b>    | 630.00        |
| Loan Repayment            | 1,417.14      | 1,552.89        | 0.00          | 0.00             | <b>0.00</b>      | 0.00          |
| Loan Interest             | 156.18        | 20.41           | 0.00          | 0.00             | <b>0.00</b>      | 0.00          |
| Allotments / Conservation | 655.00        | 171.27          | 655.00        | 79.92            | <b>655.00</b>    | 655.00        |
| Neighbourhood Plan        | 0.00          | 425.93          | 1,500.00      | 1,483.19         | <b>1,500.00</b>  | 1,500.00      |

**End of Appendices**

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