

MINUTES OF MEETING OF ASSINGTON PARISH COUNCIL
Held via Conference Call on Monday 18th May 2020

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

Attending: County Councillor James Finch, Babergh District Councillor Lee Parker and Jane Hatton (Clerk)

20/037 Election of the Chairman

It was resolved that Simon Thorogood be appointed as the Chairman of Assington Parish Council, who will sign the Declaration of Acceptance accordingly.

20/038 Apologies for Absence

Cllr John Symons

20/039 Election of Vice Chair

It was resolved that Andrew Hill be appointed as the Vice Chair of Assington Parish Council, who will sign the Declaration of Acceptance accordingly.

20/040 Declaration of Interest and Requests for Dispensation

Cllr Stacey declared a non-pecuniary interest in item 20/050b as she is a member of the Assington PCC and the editor of the Assington News, which is funded by the Assington Association. No requests for dispensation had been received.

20/041 Minutes of Meeting held on 6th April 2020

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

20/042 HR and Standards Committees

- a. It was resolved that Cllr Stacey be appointed as member of the HR Committee. A second Cllr to be appointed at the next meeting.
- b. Appointment for Standards Committees would be discussed at the next meeting.

20/043 Representatives to Outside Bodies

- a. Appointment for the Assington Village Charity would be discussed at the next meeting.
- b. It was resolved that Cllr Stacey would be the representative to the Suffolk Association of Local Councils (SALC)

20/044 Appointment of Councillors to review Planning Applications

It was resolved that Cllr Symonds and Hill will continue to investigate all planning applications for subsequent reporting to the Parish Council meeting reviewing the application.

20/045 Annual Subscriptions

It was resolved that the annual memberships to SALC be renewed for 2020/21 proposed by Cllr Thorogood, second Cllr Stacey. Community Action Suffolk will be renewed when details have been received.

20/046 Public Forum

CCllr James Finch provided his update that household waste recycling centres reopened last week. He said that the County Council wish to ensure that anyone who needs assistance during Covid-19 is receiving it. The majority of children have obtained their preferred place in Primary Schools. The EDF consultation of Sizewell is looking to be delayed and there is also great concern

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regarding the new proposal for three high voltage new power lines which would be coming across to Twinstead. Responsibility for “dangerous parking” has moved from the police to the council. Adoption and Fostering is in high demand and events will commence again as soon as they are able. Chambers buses provided a statement with the up to date information which Cllr Stacey will publish in the Assington News. Following an email from Cllr Hill, CCllr Finch confirmed that he had chased a response from Paul Gant of Suffolk County Council and will contact him again. Cllr Thorogood asked what the main costs were as a result of Covid-19 and CCllr Finch informed that there is an estimated extra spend of £75 million. DCllr Parker advised that all the local authorities had been working well together and the resource has been poured into making sure that staff are able to work from home. An update on all services had been circulated round a couple of weeks previously and he was also able to report that all businesses who had applied for the business grant had been contacted and planning meetings are being held virtually and the public can join these meetings.

The public meeting was closed. CCllr Finch and DCllr Parker left at this time.

20/047 Neighbourhood Plan

Cllr Jordan advised that the draft plan was not ready to be reviewed as the team’s progress has been impacted by the Covid-19 restrictions. They are unlikely to complete the plan perhaps even for a year due to government restrictions on holding referendums but they are able to continue to make progress. In planning terms, if the plan has been submitted and examined although not voted upon at referendum, it will be noted and given almost as much weight at the District Council as if it had been. The pre-submission consultation has happened and the team have received over 30 useful comments which was the amount that is typical for a village of Assington’s size. The team will bring a revised plan to be discussed at the next meeting.

20/048 Routine Correspondence

- a. Cllr Symonds and Hill confirmed that the caravan had been removed.
- b. The email from Bryn Hurren regarding the bench being installed in May had been noted.
- c. Cllr Wallace asked about the email which had been received from the Environmental Agency in response following the Council contacting them to find out if the Noise Management Plan for Assington Autos had been received. They confirm that measures had been put in place to reduce the noise but that the plan has not yet been received. It was agreed to follow this up.

20/049 Clerk’s Report (Appendix A)

It was agreed that nothing was outstanding from the Clerk’s Report. Cllr Symonds advised that the banner was now in place and she was waiting to hear how the resident would like to receive the donation for the thank you boxes.

20/050 Finance

- a. All cheques to be 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 and Assington Association, £50 to Marie Curie and £350 to Assington PCC. Proposed Cllr Thorogood and second Cllr Jordan.
- c. CIL Expenditure for 2019/20 was agreed. Cllr Jordan mentioned that the proposal previously was that the CIL monies would go toward traffic calming measures. He proposed that he would draft a letter to CCllr Finch to ensure that the report which was

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going to be done by Paul Gant at Suffolk Highways with a plan and costs following the walk of the village in December was dealt with as a priority. This was agreed.

- d. Councillors resolved to carry the following Earmarked Reserves forward to 2020/2021.

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

20/051 Planning

- a. Councillors reviewed **Planning Application DC/20/01440** - Erection of single storey front/side extension at Zareba, The Street, Assington and resolved to support the application.

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

Date Received	BDC Ref	Application	APC Ref	APC Response	BDC Response
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	Refused
17/12/19	DC/19/05808	Outline planning permission Appearance, Landscaping, Layout and Scale for up to 7 dwellings at Land at Assington Barns, The Street, Assington	20/009a	Objected	Approved
17/12/19	DC/19/05807	Outline planning permission Appearance, Landscaping, Layout and Scale for up to 8 dwellings at Land at Assington Barns, The Street, Assington	20/009a	Objected	Approved
17/12/19	DC/19/05831	Change of use of existing restaurant and outbuilding to 5 dwellings with new vehicular access at The Case Restaurant, Further Street, Assington	20/009c	Supported but subject to conditions	Refused
20/03/20	DC/20/01176	Land to the side and rear change of use from agricultural to residential garden at 10 Woodfield, Assington		No comment	Approved
16/03/20	DC/20/01139	Erection of grain store, concrete pad and alterations to existing field access at site fronting south west of A134 formerly part of Braes Farm, Newton Green		Supported	
31/03/20	DC/20/01307	Change of use and conversion of barn into 1 dwelling at Shamrock Farm, Marshalls Farm, Assington	20/033	Objected	
31/03/20	DC/20/01308	Works to facilitate conversion of barn into 1 dwelling at Shamrock Farm, Marshalls Farm, Assington		Objected	

20/052 Licensed Path, Footpaths and Assets

- a. Cllr Symonds provided a copy of her Footpath report - Appendix C.
- b. The quote from David Gotts with the increase to the cutting the permissive paths to £135 to include the bank and hedge for outside 3&4 Woodlands was agreed.
- c. No other issues were raised.

20/053 Question to the Chair

No questions were raised.

20/054 Next Meeting

The next scheduled meeting date is Monday 27th July 2020 at 7.30pm.

The meeting closed at 9.10pm

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Appendix A Clerk's Report

A	B	C	D	E
Minute		Action	Status	Done
		Minutes placed on website / sent to parish magazine / Lee and James		✓
		Planning Comments sent to BDC		✓
		Cheques sent to suppliers.		✓
20/013	a	Clerk to raise the purchase of the bench once playground is completed		✓
20/018		Clerk to send letter to Go Ahead regarding the bus companies proposal to cease the majority of buses stopping in Assington	Awaiting a response	✓
20/020	a	Clerk to confirm to Assington Village Charity that the parish council will pay the annual inspection cost from 2021		✓
20/020	d	Clerk and Cllr Symonds to meet with carpenter regarding the erection of signs at The Thicks	Signs installed	✓
20/020	d	Letter to handed to future commercial dog walkers asking them to keep dogs on their leads as this is a concern of residents		✓
20/021	b	Clerk to contact Paul Gant SCC Highways as a response had not been received following the meeting with Cllrs on the 3rd December	Awaiting a response	✓
20/021	b	Clerk to send precept decision to BDC		✓
20/024	a	Clerk to confirm with David Gotts the existing contract for 2020/21		✓
20/024	b	Clerk to inform David Gotts that the quote for the additional work to cut the hedge outside 3 and 4 Woodlands was excessive and an alternative will be found	David Gotts responded to confirm that he had misunderstood what was required	✓
20/024	c	Clerk to obtain quote from David Gotts for cutting back the hedge between the allotments and conservation area	David Gotts suggests a management programme	✓
20/027		Cllr Symonds to meet with carpenter and obtain quote for a tree guard for the Jubilee Oak	Tree guard installed	✓
20/034		Cllr Symonds to liaise with resident regarding the banner and thank you boxes		✓
20/035	e	Clerk to write to resident regarding antisocial behaviour		✓
20/035	f	Clerk to contact BDC and SCC highways regarding the Caravan in the road at Dorking Tye		✓
		Clerks Hours		
		1st April 2019 to 31st March 2020 : 335 worked /260 hrs paid		
		Calendar Reminder		
		Shoulder of Mutton AVC renewal due 19th August 2024		

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Appendix B RFO Report

Receipts and Payments

ASSINGTON							
Date	Details	File Ref	Ref	Receipts		Payments	
Community & Premium Accounts							
23/03/20	GeoXphere Ltd - Parish Online	PO29	857			60.00	
23/03/20	Mr Richard Rew - Carpenter	PO30	858			262.94	y
23/03/20	BDC - Litter & Dog Bin emptying	PO31	859			363.02	
23/03/20	Andrew Hill - Expenses	PO32	860			140.68	y
23/03/20	Helen Wallace - Expenses	PO33	861			39.87	
23/03/20	SCC - Street Lighting	PO34	862			409.09	y
23/03/20	SALC - Training Course	PO35	863			24.00	y
23/03/20	Places4People Ltd - NP Support	PO36	864			4,059.36	y
23/03/20	Altas Print Ltd - NP	PO37	865			533.60	y
23/03/20	Altas Print Ltd - NP Banner	PO38	865			50.40	y
23/03/20	Assington Village Hall - NP Hire	PO40	868			360.00	y
23/03/20	Indigo Ross Design - Printing leaflet	PO41	869			27.50	y
31/03/20	J Hatton Salary	PO39	866			785.70	y
31/03/20	HMRC - Clerk Tax	PO39	867			186.60	y
02/04/20	BDC Precept	1		5,000.00	y		
02/04/20	BDC CIL Payment	2		9,139.66	y		
18/05/20	SALC annual subscription	PO1	870			187.79	
18/05/20	Groundwork - NP Grant Repayment	PO2	871			3,027.01	

Bank Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	30/4/20	£100.00				
Premium Accounts		£53,498.83	£49,921.14	£3,677.69	£0.00	£0.00
Cash		£0.00	£0.00			£0.00
		£53,598.83	£49,921.14	£3,677.69	£0.00	

The Statement Balance includes the Neighbourhood Plan grant from Groundwork (£8982) of which £5954.99 was spent in 2019/20 and the remaining balance of £3027.01 is to be returned.

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Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£38,996.28				
<u>Income</u>			<u>Expenditure</u>			
Precept	£9,500.00	£5,000.00	Staff Costs	£2,880.00		£0.00
Grants	£331.20	£0.00	Admin	£1,550.00		£187.79
Bank Interest	£5.00	£0.00	Donations	£600.00		£0.00
Loan	£0.00	£0.00	Street Lighting	£350.00		£0.00
Other	£360.00	£0.00	CIL	£0.00		£0.00
CIL	£0.00	£9,139.66	Insurance	£350.00		£0.00
VAT Repayment	£0.00	£0.00	Inspection	£350.00		£0.00
			P3 Scheme	£360.00		£0.00
			Licensed Footpaths	£175.00		£0.00
			Contingency	£500.00		£0.00
			Maintenance	£630.00		£0.00
			Loan Repayment	£0.00		£0.00
			Loan Interest	£0.00		£0.00
			Allotments / Conservation	£655.00		£0.00
			Neighbourhood Plan	£1,500.00		£3,027.01
			VAT Paid	£0.00		£0.00
Total	£10,196.20	£14,139.66	Total	£0.00	£9,900.00	£3,214.80
			Assets C/Forward			£49,921.14
Total		£53,135.94	Total			£53,135.94

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Appendix D Footpath Report

Foot path wardens report April 30th 2020

The current pandemic has I think made us appreciate just how fortunate we are to have such lovely surroundings, with our footpaths giving access to the open countryside almost on our door steps, we are able to see and hear things on a daily basis that others dream of doing, on just one walk this week we heard the unmistakable call of the cuckoo and the song of a skylark which hovered above us, at Pack's piece we watched a barn owl hunting for food, the Blue bells have been such a welcome site amidst all the gloom and doom. It's been really refreshing over the past few weeks to see so many couples and families out exercising on the footpaths.

The footpaths in general are in good order and easily accessible, the majority of users respect the Country Code and also pick up after their dogs, litter is minimal.

Finger posts have been replaced on F/P 20 Vicary Estate , F/P 16 The Thicks F/P 21 Wemsies Lane.

THE THICKS Following concerns from residents regarding professional dog walkers exercising large numbers of dogs off leads and cyclists racing round the tracks, Assington parish council with permission from the owner, have installed new signs at both entrances to The Thicks, giving clear information about who has access over the permissive paths.

FOOTPATH 16 On Sunday 26th April We received information about a split Ash tree which was in danger of falling across the footpath and bringing down overhead telephone cables, luckily the land owner kindly offered to fell the tree avoiding the necessity to close the path to the public, at a time when more people are out walking. (Thank you Richard)

David Gotts has once again been awarded the maintenance contract for cutting the footpaths for 2020/2021

Roger and myself agreed to take on the role of footpath wardens on a temporary basis following Wesley's resignation in 2018, we now feel that it's time for us to step down. If you enjoy walking and have a bit of spare time and would like to take over this roll please call and discuss with either Roger or myself. 01787 229100

Stay safe

Report by Rose and Roger Symonds.

End of Appendices

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