

Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –
Telephone: 01449674727 Email: assingtonpc@yahoo.com

Associated Papers for the meeting on 31st March 2025

Agenda item

1 Apologies for absence

2 Declarations of interest

Councillors If you have a pecuniary interest in any item on the agenda will you please notify the Clerk in advance of the meeting or declare it at this point.

3 Agree Minutes of the previous meeting

4. County and District Councillor reports

Current news from both BDC and SCC can be found via the following links:

[News » Babergh Mid Suffolk](#), [Council news - Suffolk County Council](#)

5 Planning

[DC/25/00606](#) Land East Of Meadow Way Assington Suffolk

Application for Outline Planning Permission (Access to be considered, all other matters reserved) Town and Country Planning Act 1990 (as amended)
- For the Erection of 6no. Dwellings.

[TBC](#), extension and garage to Squirrell House, The Street, Assington

c Status of Planning applications

Date Received	BDC Ref	Application	APC Response	BDC Response
05/12/24	DC/24/05303	The Nook The Street Assington Sudbury Suffolk CO10 5LWTo	No comment	Granted
21/11/24	DC/24/05098	Discharge of conditions Shamrock Farm Marshalls Green	No comment	granted
20/11/24	DC/24/05077	Dillacks Farm Colchester Road Assington Sudbury Suffolk	No comment	granted
06/11/24	DC/24/04896	Round house, Further Street, listed building consent	No comment	granted
06/11/24	DC/24/04895	Round house, Further Street, remove render, insulate and paint	No comment	granted
30/10/24	DC/24/04806	Assington Autos Cotton Wood Barracks Road Assington	Object	Awaiting decision
19/11/24	DC/24/05081	Rear extension 83 Colchester Road	No comment	Granted
15/01/25	DC/25/00183	The Nook, The Street	No comment	Refused

6 Routine Correspondence.

If you wish to discuss an email forwarded that does not appear on the agenda please raise at this point.

There has been a variety of correspondence including:

News letters re

- Village Halls and community buildings – requests for hall hire
- Dedham Vale and Stour Valley news
- AONB/National Landscapes
- Suffolk Waste Partnership
- SALC local councillor magazine
- MP info on Sudbury Jobs Fair 4 April 2025
- MP info re Neighbourhood plan workshop
- Request from the allotment committee to pay their rental annually rather than half yearly
- BDC Notificatons re the Joint Local Plan
- SCC and SALC Devolution updates
- Parish liaison meeting
- Request for funding Women's Aid
- Financial Regulations 2025
- Reports for APM
- Notification of cost increase for One Suffolk website to £66 a year

7. Clerk's Report

Actions from previous meeting

Minute	Action	Who	Complete
	Planning comments to BDC	Clerk/AH	✓
	Pay suppliers	Clerk/Cllrs	✓
	Review planning applications prior to meetings	AH/IJ	✓
24709	Contact Hartleys Gardens re advice on planting the two triangles to bear in mind that deer may graze on the plants and that there is a sign post in the centre of the triangle in and that vehicles park on the green close to threeways awaiting response from Hartleys Rose Green	Clerk	✓
25109	Roses in Rose Green hardy shrubs Mahonia Contact Hartley's Gardens to plant Roses on Rose Green and Mahonia shrubs on the other green also to cut the bushes at the wild life / conservation area in February and to add the paths into the cutting schedule for next Financial year.	Clerk	
24904	Request speed survey from SCC	JF	✓
24904	Consider projects requiring the use of Locality Budget	All	
241108	Revise the Financial Regulations prior to the next Parish Council meeting	Clerk / TH	✓
25108	Publish Financial Regs on the website.	Clerk	
241111	Discuss administration of wildlife area and gain outline of duties to enable a new volunteer to be found	AH	✓
25111	Additional volunteers to be advertised in AN	BS	
25108	Send Precept demand to BDC	Clerk	✓
25106	Advise Kernos Centre that no grant is available	Clerk	✓

Recruitment of additional councillor

8 Finance Report

Payments to be made

£5.92 WAVE – Anglian Water, allotment water
£718.86 Clerk salary
£134.70 Clerk expenses, travel and WFHA
£689.16 SCC Street Lighting
£120.00 David Bracey Playground Inspection

Payments paid since the last meeting

As per the minutes
£12.00 bank charges

Income Received since previous meeting

£ None

Note contractual review of Clerk salary, uplift of one Salary Scale Point which equates to 24p an hour.

Bank Reconciliation to Date				
	2023 - 24		2024 - 25	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		84,391.56		£88,874.16
Grants P3 grass cutting	331.40	1,021.40	331.40	385.68
Grants other	0.00	0.00	0.00	0.00
Bank Interest	10.00	181.19	30.00	1,856.34
Other = Donations, rebanked cheques Jubilee and Allot	360.00	575.00	360.00	360.00
CIL	0.00	20,694.71	0.00	1,599.50
Precept	10,000.00	10,000.00	10,000.00	10,000.00
VAT Repayment	500.00	537.86	0.00	1,154.19
Total Income	£11,201.40	£117,401.72	10,721.40	£15,355.71
Expenditure	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Staff Costs, salaries, HMRC, Payroll, expenses	3,575.00	4,349.71	4,500.00	3,612.90
Admin	300.00	476.36	300.00	300.19
Subscriptions		252.90	240.00	282.69
Donations	1,000.00	1,500.00	1,100.00	1,100.00
Street Lighting	500.00	636.89	800.00	0.00
CIL	0.00	22,786.73	20,000.00	4,214.17
Insurance	450.00	264.00	300.00	264.00
Audit	350.00	200.00	460.00	170.00
Grass Cutting (P3 Scheme)	330.00	360.00	360.00	1,050.00
Licensed Footpaths	150.00	135.00	150.00	225.00
Cut Allotments and Wildlife Area		135.00	750.00	126.08
Contingency	500.00	0.00	500.00	0.00
Maintenance	630.00	1,069.48	750.00	1,050.50
Jubilee/coronation Celebrations	0.00	395.74	0.00	0.00
Water and associated costs Allotments / Conservation	655.00	93.14	400.00	0.00
Neighbourhood Plan	0.00	0.00	0.00	0.00
Bank charges				65.40
VAT Paid	500.00	496.88		1,076.43
Total Expenditure	£9,595.00	£33,151.83	30,610.00	£13,537.36
Totals BF+ Income - Expenditure			£61,220.00	£90,692.51
Unity Trust Current Account	31 March 2024	£4,922.97	24 March 2025	£304.67
Unity Trust Deposit Account	31 March 2024	£85,732.05	24 March 2025	£90,387.84
			Total held in bank	£90,692.51

Assington Parish Council

£ 90,692.51

20485977 • [Current T1](#)

£ 304.67

Available: £ 304.67

20485980 • [Instant Access](#)

£ 90,387.84

Available: £ 90,387.84

CIL Budget	2021/22	2022 / 23	2023 / 24	2024 / 25
	Full year	Full year	Start of year	YTD
	£27,719.33	£20,694.71	8,901.31	£1,599.50
Total received in year				
Total retained CIL (previous year retained plus new receipts)	£75,311.27	£85,141.28	71,255.86	£63,718.91
Total CIL expenditure	£10,864.70	22,786.73	9,136.45	£4,664.17
Net retained CIL	£64,446.57	£62,354.55	£62,119.41	£59,054.74

D NALC have revised the Financial regulations again, they will need to be agreed at a future meeting

9 Licenced paths, footpaths and assets

a Administration of wildlife area – no supporting information to add

b Footpath Wardens

10 [Annual Review of Policies](#)

The following have been debated with the Standards Committee:

Due to a change in legislation the **Standing Orders** have been amended slightly to remove the necessity to register large projects on the European Database

And again due to legislation and the amend to the Financial Regulations in January you now need to have a Risk Management Policy, which is the slightly amended Risk Management Register which includes an

SALC has suggested adopting a Bullying and Harassment Policy which is not mandatory introduction otherwise the Policies are as per the previous year.

Questions to chair

11 Time date and place of next meeting, 2 June, 7.30pm in Assington Village Hall

End of Associated Papers