

Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –

Telephone: 01449674727 Email: assingtonpc@yahoo.com

PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

Assington Village Hall at 7.30pm on **Monday 2nd June 2025**

AGENDA

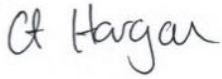
1. **Election of Chairman** and to receive Declaration of Acceptance of Office
2. **Apologies** for absence
3. Agree **Minutes** of Assington Parish Council meeting held on 24th March 2025
4. Declarations of Interest
5. County and District Councillor reports and **public forum**
6. Planning Applications:
 - a. [DC/25/01380](#) Squirrel House The Street Assington Sudbury Suffolk CO10 5LJ Erection of a two storey rear extension. Proposed cart lodge with home office (following demolition of existing garage)
 - I. [DC/25/02272](#) 3 Orchard Road Assington Sudbury Suffolk CO10 5NJ new upvc, glazed roof conservatory
 - II. [DC/25/01938](#) Shamrock Farm Marshalls Green Assington Sudbury Suffolk CO10 5LS Application under S73 to vary Condition 2 (Approved Plans and Documents) to allow revised internal layout, roof material, window positions, and use of the west wing as per submitted plans and documents.
 - III. [DC/25/01944](#) Shamrock Farm Marshalls Green Assington Sudbury Suffolk CO10 5LS as above listed buildings application
 - IV. [SCC/0073/25/](#) Bramford to Twinstead reinforcement order
- b. Status of **planning applications**
7. Appoint **members** to the HR and Standards Committees
8. Appoint **representatives** to:
 - a. Assington Village Charity
 - b. Suffolk Association of Local Councils (SALC)
9. Appoint **Councillors** to review planning applications for consideration ahead of meeting
10. Appoint Councillor to review accounts and AGAR prior to internal audit
11. To consider the appointment of Heelis and Lodge as **Internal Auditor**
12. To consider continued **subscription** to SALC
13. Agree actions on **Correspondence and emails circulated** to Councillors by the Clerk
14. Agree any actions required after reviewing the **Clerk's Report**
15. Finance
 - a. To consider the **Internal Auditor's Report as at 31st March 2025** and agree actions on any matters arising
 - b. To approve certificate of exemption from external audit for the year ending 31st March 2025
 - c. To approve **Section 1 of the Annual Return** for the year ending 31st March 2025
 - d. To approve **Section 2 of the Annual Return** for the year ending 31st March 2025
 - e. Review the **Bank Reconciliation and the Statement of Accounts** as at 31st March 2025
 - f. From the **RFO Report** authorise payments made/to be made and note income received since the last meeting, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
16. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
17. Consider **Councillor training** with SALC, if required
18. Councillor recruitment
19. Projects to consider for **CIL expenditure**
 - a. To consider quotation (if received) for surfacing the permissive footpath in The Street

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20. To consider adopting the revised Standing Orders and Financial Regulations and statement of internal control.
21. Bus stop improvements/use of Local Authority Grant
22. **Questions** to the Chair
23. Next scheduled **meeting** will be held on Monday 28th July 2025 at 7.30pm.



Christine Hargan, Clerk to Assington Parish Council Dated: 28th May 2025