

# Assington Parish Council

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

Telephone: 01449 674727 Email: [assingtonpc@yahoo.com](mailto:assingtonpc@yahoo.com)

## Minutes of the meeting of Assington Parish Council on Monday 27<sup>th</sup> March 2023 at 7.30pm

**Present:** Councillors Simon Thorogood, Andrew Hill, Bronwen Stacey, Ian Jordan, Tony Howcroft, David Wiles  
Helen Wallace

**In attendance:** DCllr Lee Parker, Christine Hargan (Clerk) and 3 members of the public

### 23/301 Apologies for absence

Cllr Ian Jordan

### 23/302 Declarations of interests and requests for dispensation from Councillors

None

### 23/303 Minutes of the previous Parish Council meetings held on 30<sup>th</sup> January 2023 and 13<sup>th</sup> February 2023

Resolved to accept the minutes as an accurate record of the meetings.

### 23/304 County and District Councillor reports and public forum

[County Councillor Report](#) [District Councillor Report](#)

Two requests were made for consideration of CIL expenditure which are included in 23/311

Members of the public requested that

- a further public footpath between Bures Road and The Thicks be considered to reduce the length of the walk for the less able. Cllr Hill agreed to speak to the land owner when he sees him at the pub.
- the stiles on the footpath across Sheepwalk Farm be replaced with more accessible gates.

### 23/305 Planning

There were no Planning Applications to consider

#### Consider any planning application received since the agenda was posted

None

**Status of planning applications** previously reviewed by Parish Council.

Accepted

### 23/306 Action required on emails.

Actions are noted in the action log

### 23/307 Agree any action required after reviewing the Clerk's Report

Actions are noted in the action log

### 23/308 Finance

- a. Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget. Acknowledged

Resolved to pay the accounts as per the schedule listed in the Associated Papers and attached in the appendix.

Resolved to pre-approve payment up to £30 to WAVE in payment for the queried invoice, and to pre-approve payments for expenses on the Coronation up to £700 ceiling.

### 23/309 Licensed Path, Footpaths and APC's Assets including the maintenance of the allotments and conservation area moving on with Allotments

A number of **footpath issues** have been investigated by the Footpath Wardens and resolutions are in hand, including one finger post that was vandalized some months ago. Clerk to speak with SCC PROW team.

Permissive path agreements, if the title to land is sold it will be sold with the agreement. Cllr Wallace to research ownership of land so that maintenance can be organized following an incident.

**Dog bins:** Clerk to ask Sudbury Wardens to supply posts and to fit the bins.

**Street Lighting:** following the receipt of the annual bill, Clerk to adjust the budget to reflect the increased charges this year

### 23/310 Highways update

**Quiet Lanes sign** still on ground. SCC Highways to repair,

**Speedwatch:** There have been a number of complaints by residents who have received letters relating to non-compliance with the 20mph speed limit.

Completion of **Speed reduction project**. Cllr Hill to request a project-end reconciliation and refund on charged monies that were not used.

### 23/311 Projects for CIL expenditure

Clerk to send list to Councillors and to the editor of the Assington News

Air source heat pump and solar panels for the Village Hall

EV charging points

Additional footpaths within the village from old school house to the church

Reduce the size of aggregate on footpaths to improve accessibility

.....  
Signed

.....  
Date

# Assington Parish Council

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

Telephone: 01449 674727 Email: [assingtonpc@yahoo.com](mailto:assingtonpc@yahoo.com)

## Minutes of the meeting of Assington Parish Council on Monday 27<sup>th</sup> March 2023 at 7.30pm

Children sign (flashing) during school hours

Village sign – already approved

Village beacon

Flag pole

Improve accessibility on Public Footpaths

Second defibrillator in the village

Replacement for bus service – transport for people

Bus stop to put a tarmac path on the A134

Road narrows sign at Centuries where road narrows and St Edmunds close,

Replace multiple stiles at Sheepwalk Farm with gates to make them accessible

### 23/312 **Review Standard documents**

Resolved to accept documents.

The Policy booklet was previously amended following the adoption of the Donations Policy in

September. An amended set of finance regs are likely to be issued later in the year to reflect the change of VAT on sports facilities. Clerk to ensure updated documents are available on the website.

Adoption of Heelis and Lodge as internal auditor. Clerk to inform them and thank the existing auditor.

### 23/313 **Additional Bench**

Bench has been received and billed. The Barn Workshop has requested detail for a plaque and also details of where the bench is to be installed. It was resolved to wait until the community garden is ready.

The bench will be stored in the short term by Cllr Jordan.

### 23/314 **Questions to the Chair**

There were none

23/315 Monday 22nd May 2023 at 7.30pm,

The meeting was closed at 21.14

.....  
Signed

.....  
Date

# Assington Parish Council

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

Telephone: 01449 674727 Email: [assingtonpc@yahoo.com](mailto:assingtonpc@yahoo.com)

Minutes of the meeting of Assington Parish Council on Monday 27<sup>th</sup> March 2023 at 7.30pm

## Appendix

### Actions

Minute	Action	Who	Complete
			✓
23/104	Contact Police speeding team requesting monitoring of 40mph speed limit	JF	✓ Awaiting feedback
23/104	Contact SCC Highways (John Taylor) to identify digital speeding device for use in Further Street	JF	✓ Awaiting feedback
23/305	Planning comments to BDC none to send	Clerk/IJ	✓
23/305	Letter to Environment Agency re Assington Autos	AH	
23/108	Enquire re higher interest bank account with any bank and feed back to Cllrs	Clerk	
23/308	Clerk to make enquiries regarding a higher interest account from both Allica Bank and Gatehouse Bank	Clerk	
23/308	Clerk to record payment of bench part against grant and part against CIL	Clerk	
23/308	Pay suppliers	Clerk/TH	
23/309	Liaise with SCC Highways regarding final bill for Speed Reduction and to request refund of overpaid monies	AH	
23/309	Amend budget figure to reflect anticipated increase in street lighting	Clerk	✓
23/310	Log highways report re fallen Quiet Lanes sign	Clerk	
23/311	Projects for CIL expenditure distribute to Councillors and to Assington News		
23/311	Tarmac hard standing and permanent bus stop on A134 investigate further.	Clerk	
23/312	Amend date of standard documents and ensure displayed on Website	Clerk	
23/114 23/314	Bench Clerk to notify Barn Workshop that fitting notification will be delayed	Clerk	✓
23/115	Email to DCllr Parker for update on Light Pollution. Awaiting response	Clerk	ongoing
23/309	Permissive footpaths enquire whether upon completion land is sold with permissive path in place	HW	
23/309	Ask Sudbury Wardens to supply posts and fit new dog bins	Clerk	

### 23/108

#### Income since last meeting

£107.76 Interest from Barclays Bank

£500.00 Grant from BDC toward Coronation

£200.00 Grant from Assington Village Charity toward Coronation

£537.86 HMRC VAT refund–

£26.71 Wave – allotment water

#### a Payments to be made

£711.82 Clerk Salary and WFHA

£27.18 HMRC

764.27 Suffolk County Council street lighting and maintenance bill

£27.00 SALC provision of payroll services

£60.00 Parish Online software action to cancel for next year

£279.60 Clerk expenses includes 2 dog bins and travel to meetings from November - March

£30 pre authorise to pay up to Wave for allotment water bill under dispute

£553.00 BD Hurren 3 seater Park Bench extra £53 to come out of CIL

Pre authorise up to £700 expenditure for Coronation on provision of invoices, or receipts, agreed

Signed .....

.....  
Date

# Assington Parish Council

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

Telephone: 01449 674727 Email: [assingtonpc@yahoo.com](mailto:assingtonpc@yahoo.com)

Minutes of the meeting of Assington Parish Council on Monday 27<sup>th</sup> March 2023 at 7.30pm

.....  
Signed

.....  
Date