

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 25th September 2023

Agenda item 1 Apologies for absence

Agenda item 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.

Agenda item 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](#)

Agenda item 5 Planning

There are no planning applications

c Status of Planning applications

The status of the planning applications remains unchanged from the last meeting

Date Received	BDC Ref	Application	APC Response	BDC Response
03/04/23	DC/23/01613	White Webbs 23 The Street Assington Sudbury Suffolk CO10	No comment	Granted
03/04/23	DC/23/01613	White Webbs 23 The Street Assington Sudbury Suffolk CO10	No comment	Granted
21/05/23	DC/23/02374	Land South Of 'The Nook' The Street Assington Sudbury	No comment	Granted

Agenda item 6 Routine Correspondence.

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

There have been a variety of correspondence including:

News letters re

- Public Sector executive
- What's New in Public Sector Today
- Village Halls and community buildings
- Dedham Vale and Stour Valley news
- AONB
- Suffolk
- Waste Partnership

SALC various updates including training, vacancies

Complaint from a member of the public regarding the 20mph speed limit and that she felt that letters from the Police were unfair.

PKF Littlejohn Conclusion of Audit

National Grid update on Bramford to Twinstead Tee

Unity Trust bank confirmation the new accounts are now live

Defibrillator training course

Requests for village hall hire forwarded to Bookings officer

Allotment water

Agenda Item 7. Clerk's Report

Actions from previous meeting

Minute	Action	Who	Complete
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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/AH	
23/305	Letter to Environment Agency re Assington Autos	AH	✓
23/108 23/516	Open current and instant access deposit account with Unity Trust Bank	Clerk/TH	Ongoing
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	
23/311	Distribute projects for CIL expenditure to Councillors and to Assington News		✓
23/309	Permissive footpaths enquire whether upon completion land is sold with permissive path in place	HW	
23/309 / 23517	Ask Sudbury Wardens to supply posts and fit new dog bins. Locations for dog bins agreed as Footpath 12 at Three Ways, and opposite church. What3words locations to be agreed with councillors and distributed to BDC and Sudbury Wardens.	Clerk	Ongoing
23513	Review planning applications prior to meetings	AH/IJ	
23/514	Send end of project reports and photographs to BDC	Clerk	✓
23/516	Send audit report to external auditors	Clerk	✓
23516	Advertise period of public rights to examine accounts	Clerk	✓
23/517	Chase contractor regarding fitting new fence posts and water points to the allotments	ST	✓
23/517	Ask groundsman responsible for playing field for costs to and attend to the traffic islands and to consider a planting scheme	DW	
23/519	Confer with Village Hall Committee on projects for CIL expenditure and purchase of defibrillators. Clerk to share previous quotes	DW/Clerk	✓
23/519	Confer with carpenter regarding viability of renovation or replacement of noticeboards	DW	✓
23/519	Explore improvement of surface of footpath opposite Centuries and entrance to the Thicks	HW/TH	
23/519	Explore viability of replacing multiple stiles at Sheepwalk Farm/Rice's Barn with gates and confer with Footpath Wardens	HW/TH	
23/520	Assist with/forward website research undertaken previously to Cllr Wiles	Clerk	✓
23/520	Clerk to order 20mph wheelie bin stickers x 100 payment to £40 pre authorized, stickers regarded too small order larger size.	Clerk	✓
23/709	Order two noticeboards from Bryn Hurren as per quotation	AH	✓
23/709	Engage local contractor to trim section of hedge by Assington Garage	ST	✓
23/710	Councillors to agree response to SCC regarding bus stop	All	

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Agenda Item 8 Finance Report

Bank Reconciliation to Date				
	2022-23		2023-24	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		84,391.56		84,249.89
Grants P3 grass cutting	331.40	1,021.40	331.40	0.00
Grants other	0.00	0.00	0.00	0.00
Bank Interest	10.00	181.19	30.00	436.43
Other = Donations, rebanked cheques Jubilee and Allot	360.00	575.00	360.00	180.00
CIL	0.00	20,694.71	0.00	6,877.84
Precept	10,000.00	10,000.00	10,000.00	10,000.00
VAT Repayment	500.00	537.86	0.00	0.00
Total Income	£11,201.40	£117,401.72	10,721.40	£101,744.16
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	1,290.52
Admin	300.00	476.36	300.00	134.60
Subscriptions		252.90	240.00	216.16
Donations	1,000.00	1,500.00	1,100.00	0.00
Street Lighting	500.00	636.89	800.00	0.00
CIL	0.00	22,786.73	0.00	4,435.00
Insurance	450.00	264.00	300.00	0.00
Audit	350.00	200.00	460.00	220.00
Grass Cutting (P3 Scheme)	330.00	360.00	360.00	0.00
Licensed Footpaths	150.00	135.00	150.00	0.00
Cut Allotments and Wildlife Area		135.00	750.00	0.00
Contingency	500.00	0.00	500.00	0.00
Maintenance	630.00	1,069.48	750.00	542.96
Jubilee/coronation Celebrations	0.00	395.74	0.00	658.47
Judicial Review				
Water and associated costs Allotments / Conservation	655.00	93.14	400.00	124.21
Neighbourhood Plan	0.00	0.00	0.00	0.00
VAT Paid	500.00	496.88		1,014.15
Total Expenditure	£9,595.00			£8,636.07
Totals Income - Expenditure			£10,610.00	£93,108.09
Barclays Community Account at	31 March 2023	£100.00	18 September 2023	£100.00
Barclays Business Premium at	31 March 2023	£84,149.89	18 September 2023	£93,008.09

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ASSINGTON PARISH COUNCIL		£100.00
	COMMUNITY >	Available balance
20-83-50 10123706		Last night's balance £100.00
Show recent transactions		

ASSINGTON PARISH COUNCIL		£93,008.09
	Business Premium ME >	Available balance
20-83-50 50123749		Last night's balance £93,008.09
Show recent transactions		

Payments to be made

£645.28 Clerk Salary
£94.09 WAVE water bill.
£264.00 Zurich Insurance
£139.31 Babergh District Council
£ 252.00 PKF Littlejohn Audit costs
Donations to Assington Association and Church yard grass cutting

The following is expected but not yet received

£830 +VAT Grayham Hogger work to allotment water and fence and fence posts plus an additional amount for hedge trimming.

Income Received since previous meeting

£5,000 Precept

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Section 3 – External Auditor's Report and Certificate 2022/23	
In respect of ASSINGTON PARISH COUNCIL – SF0013	
1 Respective responsibilities of the auditor and the authority	
<p>Our responsibility as auditors to complete a limited assurance review is set out by the National Audit Office (NAO). A limited assurance review is not a full statutory audit, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.</p> <p>Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/</p> <p>This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:</p> <ul style="list-style-type: none">• summarises the accounting records for the year ended 31 March 2023; and• confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.	
2 External auditor's limited assurance opinion 2022/23	
<p>Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.</p> <p>The AGAR was not fully/accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR:</p> <ul style="list-style-type: none">• The figures in Section 2, Box 1 of the prior year comparative column do not agree to the prior year final signed AGAR. The figure for this box should read £88,540.• The balance brought forward from the previous year of £84,250 (Section 2, Box 1) does not agree to the prior year balance carried forward of £84,392 (Section 2, Box 7). Section 2, Box 1 should read £84,392.• The figure in Section 2, Box 3 for the current year is incorrect and should read £23,010.• Section 2, Box 9 for the comparative and current year columns of the AGAR have not been completed. The figure for 21/22 should read £23,562 and the figure for 22/23 should read £28,562. <p>Other matters not affecting our opinion which we draw to the attention of the authority:</p> <p>The smaller authority has confirmed that it has not complied with the governance Assertions in Section 1, Boxes 1, 4 and 7, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.</p>	
3 External auditor certificate 2022/23	
<p>We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.</p>	
External Auditor Name	PKF LITTLEJOHN LLP
External Auditor Signature	<i>PKF Littlejohn LLP</i> Date 09/09/2023

Agenda Item 11 projects to consider for CIL expenditure

- 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
- 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
- Replacement Notice boards.

End of Associated Papers