

Assington Parish Council

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

Telephone: 01449 674727 Email: assingtonpc@yahoo.com

Minutes of the meeting of Assington Parish Council on Monday 25th September 2023 at 7.30pm

Present: Councillors Simon Thorogood, Andrew Hill, Tony Howcroft, Helen Wallace & Bronwen Stacey
In attendance: CCllr James Finch & Christine Hargan (Clerk). No members of the public were present

23901. **Apologies** for absence

Cllrs Ian Jordan and David Wiles, DCllr Lee Parker

23902. Receive **declarations of interests** and **requests for dispensation** from Councillors

Cllr Stacey reported an interest in 23908c, Donations to both organisations

23903. Agree **Minutes** of Assington Parish Council meeting held on 31st July 2023

Agreed and signed by the Chairman

23904. County and District Councillor reports and **public forum**

Suffolk County Council report: CCllr Finch updated his report on the following:

- He has been elected as Chairman of the Dedham Vale AONB Advisory Committee
- Trading Standards Team are being proactive regarding a number of issues
- SCC Social Care Team were shortlisted for national awards
- Fire service training centre has now opened in Wattisham
- Offered assistance to the co-operating group of Parish Councils to protect landscape and skyline from impact of National Grid's Bramford-Twinstead reinforcement

Babergh District Council Report

- No formal report was received

Public forum

- There was no public contribution to the meeting

23905. Planning:

- Planning applications:** There were none
- Consider any planning application received **since the agenda was posted**
There were none
- Status of **planning applications**
The Clerk updated that the non-material amendment DC/23/04069 Land to the North of Assington Barn had been refused although block paving has already been installed. The Parish council supports the use of block paving given the rural nature of the village, considering that tarmac creates an urbanising effect which is not in keeping with the street scene.

23906. Agree actions on **Correspondence and emails circulated** to Councillors by the Clerk

Reported in the actions log

23907. Agree any actions required after reviewing the **Clerk's Report**

Reported in the actions log

23908. Finance

- From the **RFO**, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget **Report**, authorise payments made/to be made and note income received since the last meeting
Accepted
- Transfer of funds from Barclays Bank to the new Unity Trust Bank: unanimously agreed
- Donations were formally agreed of £500 to the Assington Association and £600 toward churchyard maintenance. When the churchyard donation is made, Clerk to ensure that the donation is ringfenced specifically for churchyard maintenance
- Resolved to renew insurance with Zurich
- Conclusion of annual audit. Auditor's comments were noted. Clerk to verify figures submitted on AGAR form prior to signature next year

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Signed

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23909. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**

Dog bins are now installed. Cllr Wiles has organised planting of the two "Greens" in the village which were re-instated during the road safety works

Suffolk County Council response relating to bus stop: while sharing safety concerns from villagers and users of the bus service, the Parish Council has been unable to find a workable solution to improve the situation, but remains open to suggestions

23910. **CIL expenditure**

- To date, the Parish Council has used Community Infrastructure Levy funding from local development to support projects including road safety work, improvements to public-footpath drainage, replacement of parish noticeboards, new table tennis tables, a new bench, additional dog bins and infrastructure improvements at the allotments
- Other projects planned but not yet implemented include energy efficiency works and EV charging equipment at the Village Hall, a village sign and accessibility work on public footpaths
- At present the Parish Council does not see a way to proceed on additional new footpaths, replacement stiles at Sheepwalk Farm, **a road mirror opposite the track to the church**, village beacon & flagpole, road signage, bus service replacement or bus-stop improvements. Suggestions for possible future projects to benefit the community using CIL expenditure are always welcome

23911. Update on **National Grid** Bramford to Twinstead reinforcement

- The Planning Inspectorate examination of the proposed scheme runs to March 2024
- CCllr Finch has agreed to support the campaign by a group of Parish Councils including Assington for additional undergrounding in Polstead, Leavenheath and Assington where the proposed line runs within 1.6Km of the boundary of Dedham Vale AONB
- NG has agreed to additional undergrounding in Great Horkesley because of possible impact on the setting of the AONB, so there is precedent
- Additional undergrounding would materially reduce the impact by also removing the need for Cable Sealing End Compounds in Leavenheath and Workhouse Green
- The group of Parish Councils aims to commission research from an expert on landscape character assessment, impact assessment and landscape evaluation to develop the argument for presentation to the Inspector. Resolved to contribute a maximum of £1,000 for this work

23912. **Questions** to the Chair

There were none

23913. Next scheduled **meeting** will be held on Monday 27th November 2023 at 7.30pm.

The meeting was closed at 9.10pm

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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/AH	
23/108	Open current and instant access deposit account with Unity Trust Bank	Clerk/TH	Ongoing
23/516	Transfer funds to Unity Trust Bank	Clerk/TH	
34716			
23/308	Pay suppliers	Clerk/TH	✓
23/309	Permissive footpaths enquire whether upon completion land is sold with permissive path in place. Paving to try to get to developer note date when permissive paths finish clerk to share with councillors.	HW	
23/909	Clerk to share agreement and documents on footpaths		✓
23513	Review planning applications prior to meetings	AH/IJ	
23/519	Confer with carpenter regarding viability of renovation or replacement of noticeboards	DW	✓
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 September	Order two noticeboards from Bryn Hurren as per quotation First noticeboard fitted second and final bill to be presented in November	AH	✓
23/709	Engage local contractor to trim section of hedge by Assington Garage	ST	✓
23/909	Final bill awaited		
23/906	Register for Defib training if interested	All	
23/908	Register for internet banking with Unity Trust	ST,AH,BT	
23/911	Review projected projects for CIL expenditure	TH/Clerk	✓
23/912	Engage CCllr Finch for support on Bramford-Twinstead	TH	✓

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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

ASSINGTON PARISH COUNCIL



COMMUNITY >

20-83-50 10123706

[Show recent transactions](#)

£100.00

Available balance

Last night's balance £100.00

ASSINGTON PARISH COUNCIL



Business Premium ME >

20-83-50 50123749

[Show recent transactions](#)

£93,008.09

Available balance

Last night's balance £93,008.09

Signed

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Payments to be made

£618.28 Clerk Salary

£94.09 WAVE water bill

£264.00 Zurich Insurance

£139.31 Babergh District Council election recharge – clerk to write to request justification prior to payment

£252.00 PKF Littlejohn Audit costs

£141.45 Sudbury Town Council wardens for fitting dog bins

Donations to Assington Association and Churchyard 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

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