

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 26th November 2024

Agenda item

1 Apologies for absence

3 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.

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/24/04896 Round House, Further Street Assington listed building consent

DC/24/04895 Round House, Further Street Assington

DC/24/04806 Cotton Wood, Barracks Road, Assington

a Status of Planning applications

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

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

- Public Sector executive
 - What's New in Public Sector Today
 - Village Halls and community buildings
 - Dedham Vale and Stour Valley news
 - AONB/National Landscapes
 - Suffolk Waste Partnership
 - SALC local councillor magazine
 - National Grid, Bramford to Twinstead, passed
- SALC various updates including training, vacancies and surveys 2% increase in subscription

Updates and invitation to CIL and S106 briefing

Street lighting over Christmas season

Thermal imaging project

New community Police Officer

Grants for projects in the National Landscape upgrade to PROWs in the Tiger Hill area suggested.

Requests for funding Headway and Sudbury Air Cadets neither had assisted Assington residents

- A Authorise donation/gr for the churchyard grass cutting

7. Clerk's Report

Actions from previous meeting

Minute	Action	Who	Complete
	Planning comments to BDC	Clerk/AH	✓
	Pay suppliers	Clerk/Cllrs	✓

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	Review planning applications prior to meetings	AH/IJ	✓
24614	Contact Hartley's Landscapes re the agreed contract and revise date of 2 nd cut. Request further cutting of vegetation and quote for triangles in three ways and Rose Green in village to be agreed by landscaper Cllr Wiles	Clerk DW	✓ ✓
24617a	Clerk to notify Rev Whiffin of decision on funding	Clerk	✓
24708	Note donation toward church refurb in reserves	Clerk	✓
24704	Contact CCllr Finch requesting his help with Police attendance at the September or November PC meeting cc DCllr Parker and also survey of speeding in both the Street and Further Street to establish whether formal action regarding speeding is required. Both actioned, awaiting response from Police closer to the date of next meeting	Clerk	✓
24704	Email to both CCllr Finch and DCllr Parker re the layby on the A1071 to establish whether "Heaven to Betsy" has gained permission to vend at that location and if it does vend for Cllr Parker to enquire about permissions	Clerk	✓
24704	Object to parking charges, to DCllrs Ward and Saul	All	✓
24708	Note objection to BDC re raise in dog bin charges	Clerk	✓
24708	Raise DD to ICO	Clerk	✓
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 Roses in Rose Green hardy shrubs Mahonia quote awaited	Clerk	✓
24711	Notify CAB that £100 donation will be made	Clerk	✓
24904	Request speed survey from SCC	JF	✓
24904	Consider projects requiring the use of Locality Budget	All	
24909	Contact Footpath Wardens regarding replacement of finger post at The Thicks.	Clerk	✓

8 Finance Report

A Payments to be made

£ 861.87 Clerk Salary and back pay

£ 182.69 Clerk expenses, 6 months WFHA, Mileage 3 meetings, Printer Cartridges unpaid from last meeting

£60 Community Action Suffolk – web hosting

Payments paid since the last meeting

As per the minutes except for the clerk expenses

Income Received since previous meeting

£180.00 Allotments

£ 616.48 Bank interest

£1,012.93 VAT reclaim

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b

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	1,241.72
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	£14,741.09
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	2,032.17
Admin	300.00	476.36	300.00	22.50
Subscriptions		252.90	240.00	282.69
Donations	1,000.00	1,500.00	1,100.00	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	828.00
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				41.40
VAT Paid	500.00	496.88		1,012.93
Total Expenditure	£9,595.00	£33,151.83	30,610.00	£10,368.94
Totals BF+ Income - Expenditure			£61,220.00	£93,246.31
Unity Trust Current Account	31 March 2024	£4,922.97	19 November 2024	£773.09
Unity Trust Deposit Account	31 March 2024	£85,732.05	19 November 2024	£92,473.22
			Total held in bank	£93,246.31

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£ 93,246.31

20485977 • Current T1

£ 773.09

Available: £ 773.09

20485980 • Instant Access

£ 92,473.22

Available: £ 92,473.22

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CIL Budget		
	2023 / 24	2024 / 25
	Start of year	YTD
Total received in year	8,901.31	£1,599.50
Total retained CIL (previous year retained plus new receipts)	71,255.86	£63,718.91
Total CIL expenditure	9,136.45	£4,664.17
Net retained CIL	£62,119.41	£59,054.74

C budget 2025-26

Attached separately. Hard copies will be provided at the meeting

D revised financial regulations attached separately to save time the necessary changes are summarised below:

4.2 and 4.3 budgets to be reviewed annually in November

4.5 committee budgets, as committees do not have budgets (delete)

4.6 draft budget to be considered by the Finance committee? Implement or delete para Section 5 contracts Do you wish to have an open invitation to tender where necessary, or to invite preferred contractors

5.8 state the amount where it is necessary to gain 3 quotes for work (£5k?)

5.15 state the amount that the Clerk and Chair can authorise (£2k, or more?)

5.18 there are no council premises – delete?

Section 6 banking and payments

6.6 write up a schedule of payments that can be authorised in advance ie grass cutting, allotment water, ICO and authorised by two Councillors

6.9 delegated authority for Clerk to authorise payments up to a certain amount, Clerk is not convinced this is necessary. Delete?

Electronic payments

7.9 create direct debits for services – delete?

8 Cheque payments – delete section as they are not used?

9 Debit Cards – delete section as they are not used?

10 Petty cash – delete section as not used?

13 income

13.6 VAT reclaim – should be made at least annually

13.8 Delete sections as the parish council is not a charitable trust

15 Stores and Equipment Delete section as the Parish Council does not have a store and any equipment is listed under the Asset Register?

9 Licenced paths, footpaths and assets

Advice was sought from Hartley's Garden Services regarding prettifying the traffic islands/greens at Rose Green and Bures Road, The contractor agreed to price 3 weighted oak half barrels to be placed at each corner of the triangle, roses at Rose Green is quite possible, but planting would be better to wait until the spring to ensure that the roses are healthy beyond the winter. Quotation is awaited – however, I did say last month when I asked that there was no real hurry.

10 **Speedwatch** – no supporting information to add

11 **Administration of wildlife area** – no supporting information to add

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12 **Questions to chair** none advised

13 **Meeting dates for next year** 27 January, 31 March, 2 June, 28 July, 29 September and 24 November.

End of Associated Papers