

Assington Parish Council

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

Telephone: 01449674727 Email: assingtonpc@yahoo.com

Minutes of a Meeting held 7.30pm on Monday 31st January 2022 at Assington Village Hall

Present: Simon Thorogood (Chair), Andrew Hill (Vice Chair), Councillors Helen Wallace,

Tony Howcroft, Bronwen Stacey, Kevin White

In attendance: CCllr James Finch, DCllr Lee Parker Christine Hargan (Clerk) and 4 members of the public

22/0101 Apologies for absence

Cllr Ian Jordon,

22/0102 Declarations of Interest and requests for dispensation

Cllr Howcroft made clear that he would not comment on planning item DC/21/06912 given a potential conflict.

22/0103 Minutes of the previous meeting

Resolved to agree the minutes of the meeting held on 29 November 2021, signed by the Chair

22/0104 Public Forum

DCllr Parker advised that the cabinet provisionally agreed a 2% increase council tax, and the rent for council tenants would be increased to £95 a week.

Locality budget £500 is still available, Clerk was advised to approach Cllr Parker for details on how to make an effective claim.

Members of the public made comments:

Care farm Point of note – the landlord intends to object to the application on terms on non-compliance. The group have been given notice to vacate site during December 2022.

Jubilee celebrations, 9 volunteers are ready and willing to organize the event, or assist the Parish Council.

- Potential Jubilee garden Horticultural team, offered to donate plants, bulbs and trees
- Dedicate a site for Jubilee Garden
- Suggested a plaque, commemorating the oldest and youngest residents on Jubilee day.
- An event/party for children on the playing field.

Speed watch team requested larger community speed watch signs. It was resolved to review following completion of the scheme by highways.

22/0105 Planning

a. Consider Planning applications

DC/22/00196 Erection of a two storey front extension; erection of first floor extension over existing bathroom and a cart lodge. Three Ways Barracks Road Assington Suffolk CO10 5LP

It was resolved to **support** this application

DC/22/00027 Application for Listed Building Consent - Erection of single storey side/rear Shamrock Farm Marshalls Green Assington Suffolk CO10 5LS

It was resolved to **support** this application

DC/22/00026 Householder Application - Erection of single storey side/rear extension(following demolition of conservatory). Shamrock Farm Marshalls Green Assington Suffolk CO10 5LS

It was resolved to **support** this application

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DC/21/06912 Change of use from agricultural to use Class F1(a) (Learning and Non-Residential Institutions) and siting of 2no portacabins and 1no storage container. Land At Assington Fruit Farm The Street Assington Suffolk CO10 5LW .

Following extensive discussion, it was resolved to Object to the new planning application given that the new expiry of the permission was not clear, and because operators have received notice from the landlord that they must vacate the site by December. Therefore the PC would support an 8 month extension to the existing permission to allow the charity sufficient time to relocate.

AP/22/00009 | Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990. - Erection of 2 No one and a half storey dwellings with detached garages and new vehicular access from Barracks Road. The Field House Barracks Road Assington Suffolk CO10 5LP

No change to previous comments

DC/22/00461 Full Planning Application - Erection of 1No single storey dwelling, detached garage and new vehicular access. Land At Orchard Road Assington Suffolk

A separate meeting would be necessary to decide this application but a discussion was held in advance of the meeting

Opposed the Parish Council was opposed because it conflicts with a condition of the site's bio-diversity improvement plan in which this parcel of land was a core part. It was stated that the plot would be planted with trees, shrubs, plants and bulbs. PC calls on the planner to comply with the existing planning approval.

b. Status of Planning applications

DC/21/06155 Re-positioning of Plot 1 dwellinghouse and garage Land North Of Assington Barn, Granted

DC/21/05464 The Nook 7 Heseltine Close Assington Suffolk CO10 5AL Granted

Residents in Vicary estate have been offered sections of meadow land behind their properties to purchase and wondered, in advance whether the PC would support applications to change of use to garden. Cllr Thorogood to investigate and report back to the next meeting.

22/0106 Update on the Neighbourhood plan

The referendum date is 24th February, and 51% of whoever turns up on the day will need to vote yes for it to become part of planning law. The referendum will be held in the village hall and organized by Babergh. It was resolved to obtain two additional hard copies of the Neighbourhood plan following the election.

22/0107 Clerk's Report

- i. Agree actions on Correspondence and emails circulated to the Councillors by the Clerk,
None that were not covered elsewhere in the meeting.

22/0108 Actions from the Clerk's Report

Clerk to forward internet Banking forms to Cllr Howcroft for completion.

22/0109 Finance

- a. From the RFO Report authorise payments made / to be made and note income received since the November meeting,

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It was resolved to make payments as per the attached schedule.

The clerk reported that all payments agreed at the previous meeting had been made and that VAT had been successfully re-claimed.

- b. Review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget

The finance report was received and accepted and the clerk was thanked for the improvements to the finance reports

- c. **Budget for 2022/23**

It was resolved to set the budget as per the schedule within the Finance Report

- d. **Precept for 2022/23**

It was resolved to set the Precept at £10,000. The Chair and Clerk signed the form to be returned to Babergh District Council.

22/0110

Highways Update

The final plans were received following the meeting with CCllr Finch and are entering in consultation until 18th February.. A Quotation for the work is awaited.

- The Police were concerned about 30 mph restriction extending beyond Rose Green but Suffolk Highways will manage these concerns.
- The police also raised concern over compliance with the 20mph with no pinch points or physical restrictors, and as a result, gateways entering and exiting the village were recommended.
- Clearer signage would be provided on Barracks Road.

The council was reminded that road safety was the most prominent concern to come out of the neighbourhood plan consultations, and that the proposals were broadly in line with Community Actions CA3 and CA4. A proposal to accept the design was heard from Cllr Hill and seconded by Cllr Wallace.

A proposal to delegate authority to Cllr Hill and Cllr Thorogood to approve costs of up to £22,000 for the works was heard from Cllr White and seconded by Cllr Stacey. Both proposals were accepted unanimously.

22/0111

Quiet Lanes, Suffolk

Progressing but awaiting signs from Suffolk Highways.

22/0112

Queen's Platinum Jubilee Celebrations

Fantastic support has been offered from the village. Cllr Stacey has booked the village hall all day on Friday 3 June and had made enquiries regarding a barn dance. Request that the hall is requisitioned for use of entire community for the weekend of the celebrations 2 – 5 June 2022.

Various ideas were muted and a working party would be formed with community volunteers. Cllr Stacey agreed to be the Parish Council representative. It was resolved to provisionally budget a contribution of £500 and additional help with licences if required, The focus of the budget is for entertainment rather than gifts.

Jubilee Green – Cllr Hill produced plan for proposed work and apply for licence from BDC, Clerk to draft response to DCllr Parker, asking for contribution toward the work and it was resolved that a spend £6-7,000 would be made from CIL funds. Cllr Hill was thanked for all of his work on the project.

22/0113

Bramford to Twinstead Tee

DCllr Parker disappointed that National Grid will not progress with face to face meetings and he escalate.

Consultation documents had arrived. Nothing had changed for Assington. CCllr Finch assured the community that the third line toward Norwich would avoid the village.

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Dated

It was noted that National Grid have been invisible throughout the entire process.
Meeting on 7 February with Great Cornard Cllr Stacey would take questions to the meeting as emailed by Cllr Howcroft
A public meeting has been provisionally agreed with James Cartlidge on February 18th. Final date and venue to be confirmed.

22/0114 **Questions to the Chair**

Possible purchase of land to retain meadowland in the village near Warner Close
Should the land be marketed in the future it could be considered as a purchase from available Grants and CIL funding
Assington Autos, Planning permission was potentially flouted, but supporting documentary evidence was difficult to obtain,

22/01/15 Next scheduled APC meeting will be held on Monday 28th March 2022 at 7.30pm.

The meeting was closed at 10:06pm

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Appendices

	Action	Who	com- plete
	Pay vendors		✓
	Enter planning comments	Clerk	✓
	Attend meetings re Jubilee	BS	✓
	Attend meeting re Polstead Twinstead Tee	BS	✓
	Email BS with questions for above meeting	TH	✓
	Draft letter to DCllr Finch re locality budget funding gain approval of councillors prior to sending	Clerk	✓
	Forward application for internet banking to Cllr Howcroft	Clerk	✓
	Acquire further two copies of Neighbourhood Plan following the referendum	HW	
	Acquire quotes for Jubilee Garden drawings received quotes ongoing	Cllr Hill	
	Standardise Agenda to discuss Budget in November and Donations in January	Clerk	On- go- ing
	Return Precept form to Babergh District Council	Clerk	✓
	Organise additional meeting to discuss additional planning applications	Clerk	

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Dated

Finance Report

Payments to be made

WAVE £31.96 water for the allotments

£626.56 Clerk salary and Working from home allowance for 9 week period to 22 January which works out at 5.7 hours per week.

David Bracy Invoice £120

Request from Chilton Parish Council to contribute toward CILCA training £50 for CILCA part 1

Payments made since last meeting in schedule below:

Income/Expenditure November 2021 – January 2022

Date	Ref:	Details	Expenditure	Income	VAT
17/11/2021	28	Xylem Holdings Ltd/TableTennisTables.co.uk	£518.98	£0.00	£86.49
01/12/2021	inc12	Allotment rent		£180.00	
07/12/2021	29	Gardens Arb Business Ltd	£756.00	£0.00	£126.00
07/12/2021	30	HMRC	£13.85	£0.00	
07/12/2021	31	Clerk Salary	£843.04	£0.00	
07/12/2021	32	Clerk Expenses	£833.46	£0.00	£122.33
07/12/2021	33	Richardson Landscape Construction Ltd	£3,228.00	£0.00	£538.00
07/12/2021	34	Suffolk County Council	£8,217.16	£0.00	£1,369.53
06/12/2021	inc13	Bank interest		£2.30	
18/01/2022	inc14	VAT reclaim		£2,654.92	
			£28,451.90	£114,535.07	£2,656.12
				£28,451.90	
		Total		£86,083.17	

Bank Reconciliation to Date				
	2020/21		2021-22	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		38,996.28		68,540.49
Grants	331.40	5,395.40	331.40	488.40
Bank Interest	10.00	13.51	10.00	6.31
Other = Donations, rebanked cheques Judicial review a	360.00	430.84	360.00	4,095.21
CIL	0.00	27,216.03	0.00	27,719.33
Precept		10,000.00	10,000.00	10,000.00
VAT Repayment	0.00	1,426.41	0.00	3,685.33
Total Income	£701.40	£83,478.47	£10,701.40	£114,535.07
Expenditure	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Staff Costs, salaries, HMRC, Payroll, expenses	2,900.00	3,368.63	2,900.00	3,421.65
Admin	1,550.00	441.44	1,550.00	1,037.61
Subscriptions				198.29
Donations	600.00	700.00	600.00	950.00
Street Lighting	375.00	0.00	375.00	378.09
CIL	0.00	423.00	0.00	10,864.70
Insurance	350.00	329.28	350.00	426.24
Audit	0.00	0.00	0.00	200.00
Grass Cutting (P3 Scheme)	360.00	288.00	360.00	360.00
Licensed Footpaths	175.00	108.00	175.00	135.00
Contingency	500.00	171.00	500.00	0.00
Maintenance	630.00	563.48	630.00	335.20
Judicial Review				5,950.00
Allotments / Conservation	655.00	169.35	655.00	184.00
Neighbourhood Plan	1,500.00	6,266.48	1,500.00	1,355.00
Unbanked cheques from previous year		1,118.45		
VAT Paid	0.00	990.87	0.00	2,656.12
Total Expenditure	£9,595.00	£14,937.98	£9,595.00	£28,451.90
Totals Income - Expenditure		£68,540.49		£86,083.17
Barclays Community Account at	31 March 2021	£100.00	25 January 2022	£100.00
Barclays Business Premium at	31 March 2021	£68,440.49	25 January 2022	£85,983.17

Signed

Dated

COMMUNITY

20 - 83 - 50 10123706

Barclays Bank UK PLC

Show recent transactions

£100.00

Available balance

(£100.00 last night's balance)

Single payment

Transfer

More

Business Premium ME

20 - 83 - 50 50123749

Barclays Bank UK PLC

Show recent transactions

£85,983.17

Available balance

(£85,983.17 last night's balance)

Single payment

Transfer

More

Budget 2022/23

	2020/21		2021-22			2022-23
	Budget	To year end	Budget	YTD	to year end	Budget
Income						
Babergh Parish Grant	331.40	331.20	331.40	488.40		331.40
Bank Interest	10.00	24.35	10.00	6.31		10.00
Other =Donations and Allotments	360.00	5,434.00	360.00	360.00		360.00
Donations Judicial Review				3,735.21		
Precept	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
VAT Repayment	0.00	1,426.41	0.00	3,685.33		500.00
Total Income	701.40	17,215.96	10,701.40	18,275.25		£11,201.40
b/f from 2021				68540.49		
CIL	0.00	27,216.03	0.00	27,719.33		0.00
Total Including b/f from 2021				£114,535.07		
Expenditure						
Staff Costs	2,900.00	3,368.63	2,900.00	3,302.15		3,575.00
Administration	1,550.00	441.44	1,550.00	1,157.11		300.00
Donations made	600.00	700.00	600.00	950.00		1,000.00
Electricity for Street Lighting	375.00	0.00	375.00	378.09		500.00
Insurance	350.00	329.28	350.00	426.24		450.00
Audit	0.00	0.00	0.00	200.00		350.00
Grass cutting P3 Scheme	360.00	288.00	360.00	360.00		330.00
Licensed Footpaths	175.00	630.00	175.00	135.00		150.00
Contingency	500.00	108.00	500.00	0.00		500.00
Maintenance of assets	630.00	563.46	630.00	335.20		630.00
Water and associated costs for Allotments / Conservation	655.00	435.39	655.00	189.00		655.00
Neighbourhood Plan	1,500.00	6,266.48	1,500.00	1,355.00		0.00
Judicial Review		274.98		5,950.00		
Subscriptions				193.29		
VAT Paid	0.00	990.87	0.00	2,656.12		500.00
Total Expenditure	9,595.00	14,396.53	9,595.00	17,587.20		£8,940.00
CIL	0.00	423.00	0.00	10,864.70		0.00
Total expenditure + CIL = cashbook				£28,451.90		

Signed

Dated

CIL Budget					
	2017-18	2018-19	2019-20	2020-21	2021/22
	Full year	Full year	Full year	Full year	Full year
Total received in year	£3,221.78	£6,224.51	£16,697.14	£27,216.03	£27,719.33
Total retained CIL (previous year retained plus new receipts)	£3,221.78	£9,446.29	£22,921.65	£48,014.94	£75,311.27
Assington Village Charity for Playground		£3,221.78	£1,778.22		
Footpath signs			£81.58		
Noticeboard repair			£262.94		
New bench for playing field				£423.00	
Upgrade to Footpath 20					£2,690.00
Highways/Road safety (SCC)					£6,847.63
Table tennis club					£1,327.07
Jubilee Green					
Total CIL expenditure	£0.00	£3,221.78	£2,122.74	£423.00	£10,864.70
Net retained CIL	£3,221.78	£6,224.51	£20,798.91	£47,591.94	£64,446.57
Summary Position					
	2018/19	2019/20	2020/21	2021/22	2022 / 23
START OF YEAR					
Earmarked Reserves	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
General Reserves	7,539.26	6,765.00	8,446.39	8,446.39	
Total Reserves	15,222.90	11,265.00	12,946.39	12,946.39	
Income ex Precept	696.40	696.20	701.40	701.40	1,201.40
Precept	8,594.94	9,500.00	9,500.00	10,000.00	10,000.00
Total	9,291.34	10,196.20	10,201.40	10,701.40	11,201.40
Expenditure	9,293.32	9,750.00	9,595.00	17,587.20	9,140.00
Tax Base	£177.22	£204.29	£216.32	£216.32	£238.67
Band D Council Tax	£48.98	£46.50	£43.92	£46.23	£46.92

End of report

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Signed

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Dated