

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 28th November 2022 at 7.30pm

Present: Cllrs Andrew Hill, Bronwen Stacey, Ian Jordan and Tony Howcroft, David Wiles

In attendance: Christine Hargan (Clerk) and 2 members of the public

- 22/1101 Apologies for absence
Cllrs Simon Thorogood and Helen Wallace, DCllr Lee Parker
- 22/1102 Co-option of additional Councillor
David Wiles was coopted and completed the declaration
Proposed by Cllr Hill Seconded by Cllr Howcroft
- 22/1103 Declarations of interests and requests for dispensation from Councillors
None
- 22/1104 Minutes of the previous Parish Council meeting held on 26th September 2022
It was resolved to accept the minutes as an accurate record of the meeting.
- 22/1105 County and District Councillor reports and public forum
[DCllr report](#)
was acknowledged, having been previously distributed;
CCllr Finch reported on the following: [CCllr Report](#)
- Investment zones.
 - SEND
 - Cost of living
 - Ukranian Families
 - County Buildings
 - Assington Autos
 - Question – will there be a Mayor of Suffolk? No but an Elected Leader may happen.
 - A member of the public asked, where Census results for the village could be found? Clerk recorded her email address and agreed to follow up.
- 22/1106 Planning
Planning applications to consider
[DC/22/05762](#): 35 Hicks Lane, Assington, Sudbury CO10 5ND
Erection of two storey side extension following demolition of garage
No comment
[DC/22/05581](#): Land North Of Assington Barn The Street Assington Suffolk
Discharge of conditions for DC/17/04161 for information only we have not been consulted on this application
[DC/21/02579](#): Assington Autos, Cotton Wood, Barracks Road, Assington CO10 5LP Change of use of land to extend an Authorised Treatment Facility (salvage yard); construction of 5no storage buildings, and other associated operational works
Looking to expand site Cllr Finch trying to avoid additional traffic. Environment Agency has found the site to be currently exceeding permitted noise levels.
No response to be sent to BDC Planning.
Cllr Finch affirmed his aim to avoid addition traffic. He will investigate and respond;
Cllr Jordan to draft response to Environment Agency on lack of enforcement relating to excessive noise and cc BDC.
Consider any planning application received since the agenda was posted
None
Status of planning applications previously reviewed by Parish Council.
The status of applications was acknowledged
- 22/1107 Agree any action required on emails circulated to Councillors since the last Parish Council meeting.
Actions are noted in the action log
- 22/1108 Agree any action required after reviewing the Clerk's Report
Listed in Actions log.
- 22/1109 Finance
From the RFO Report authorise payments to be made and note income received since the last meeting, review
- a. Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget acknowledged
 - b. It was resolved to pay the accounts as per the schedule listed in the Associated Papers and attached in the appendix with the exception of £66.00 to SALC for CiLCA training as the training has not yet taken place.
 - c. The Bank reconciliation and statement of accounts were noted
 - d. Clerk's cost of living rise Cllr Stacey outlined the background and requirement for back pay due. It was agreed to pay as per the timesheet which had been calculated and agreed with SALC

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Signed

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- e Budget It was agreed that a forensic approach to spending should be adopted for the next financial year.
Clerk to distribute draft budget to Councillors for consideration prior to the next meeting.
- 22/1110 Licensed Path, Footpaths and APC's Assets including the maintenance of the allotments and conservation area.
- The handrail on Footpath opposite St Edmunds Church is complete. Thanks to Cllr Stacey.
 - Bin posts; replaced by Sudbury Wardens using recycled concrete posts.
 - Purchase of two additional dog bins and associated posts; resolved to budget up to £500 from CIL. Clerk to investigate costs for purchase and fitting and circulate to Councillors for agreement.
 - Thanks were extended to Cllr Hill who has removed the rubbish from the allotment area.
 - Replacement of fence posts to be considered at a future meeting when report and quotations have been received from contractor.
- 22/1111 Highways update
- Following discussion Cllr Hill to write a short article for the Assington News outlining Speedwatch results to date and background information.
 - Bus stop; Cllr Hill to forward CCTV photos of people making their way to/from the bus stop in the dark and near misses with traffic. Clerk to forward to Highways and bus company for advice and action re public safety.
 - Triangles; Clerk to ask Cllr Thorogood for an update on provision of wild flower seed mix for the two greens and distribute to Councillors.
- 22/1112 Quiet Lanes Suffolk
Invoice received from SCC. Cllr Hill to erect remaining two signs in due course.
- 22/1113 Light Pollution
Clerk to chase DCllr Parker for update and distribute to Councillors
- 22/11/14 Consider potential projects for capital expenditure
It was agreed that Councillors would consider a list of potential projects to benefit the village its people and its assets and revert at the next meeting. Cllr Howcroft to write a short article for the Assington News asking residents for ideas.
- 22/1115 Questions to the Chair
- Resolved to amend the Donations Policy as distributed by Cllr Howcroft.
 - New Councillor training Resolved to agree expenditure for online training.
- 22/01116 Next scheduled meeting will be held on Monday 30th January 2023 at 7.30pm
Meeting dates for 2023 will be:
30th January, 27th March, 22nd May, 31st July 25th September, 27th November
The Annual Parish Meeting will be held on 27th March prior to the Parish Council meeting
- Items for discussion at the next Parish Council Meeting
- PC position on planning applications where there is no objection– whether to support or not comment.
 - Budget and Precept
 - Flower seed for two triangles

The meeting was closed at 9.22 pm

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Signed

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Appendix

Actions

Minute	Action	Who	Complete
22/1102	Notify co-option of new Councillor to BDC	Clerk	✓
22/1107	Contact Village Hall Committee offering to stand	DW	
22/0910	Contact local contractor re supply of mixed grass and short-stemmed wild flower seed for two new triangles in the village. Clerk to gain update from ST and distribute to Councillors. Cllr Thorogood was unable to gain seed from a local landscaper and suggested that it is obtained from a local garden centre	ST/Clerk	✓
22/1106	Planning comments to BDC	Clerk/IJ	✓
22/1106	Draft a response re enforcement of noise on DC/22/02579 to Environment Agency cc BDC Planning	IJ	
22/1109	Pay suppliers	Clerk/TH	✓
22/1109	Distribute amended budget amend staffing costs to include additional increment next financial year, and to split costs for grass cutting to the Churchyard, allotments and SCC grant.	Clerk	
22/1110	Investigate costs for two additional dog bins and posts and distribute to councillors for comment	Clerk	
22/1111	Pen short article to residents via Assington News that speed cameras work over a longer distance than people appear to realise.	AH	
22/1111	Bus stop, danger to public in the dark. Forward CCTV footage to SCC Highways and bus company asking for action	Clerk	
22/1113	Correspond with Babergh Environment officers regarding light pollution in the village. Clerk to gain and distribute update to councillors	LP/Clerk	
22/11/14	Consider potential projects for CIL expenditure,	All	
22/11/14	Write short article for Assington News asking residents' ideas for new CIL projects	TH	
22/1115	Distribute information re Councillor training to DW	Clerk	

22/0907

Income since last meeting

£14798.42 BDC CIL

Payments to be made

£200 contribution to SCC toward Quiet Lanes

£76.70 Clerk expenses including £20 for 2 year subscription of McAfee

£756.00 Gardens Arb cutting footpaths and allotments. Clerk to tie back to budget identify expenditure separately

£116.76 Sudbury Town Council. Use of Wardens to reinstate dog and litter bin posts and reattach

£60.00 Community Action Suffolk One Suffolk website hosting

£27.00 SALC provision of payroll service to end September 2022

£981.93 Clerk Salary including backdated pay award and incremental salary increase 2021 and 2022 WFHA

£136.66 Chilton Parish Council (one third share of registration to SLCC for Clerk CiLCA qualification)

Resolved to pay

Invoices to remain outstanding

£66.00 SALC provision of CILCA training unit 3 – not paying as no training provided on agreed date

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Signed

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Date