

Assington Parish Council

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

Telephone: 01449674727 Email: assingtonpc@yahoo.com

Minutes of the Annual Parish Council Meeting held at Assington Village Hall on Monday 23rd May 2022 at 7.30pm

- 22/0501 Election of Chairman** and to receive Declaration of Acceptance of Office
Cllr Simon Thorogood proposed by Cllr Stacey and seconded by Cllr Jordan
Present: Cllrs Simon Thorogood, Bronwen Stacey, Helen Wallace, Ian Jordan and Tony Howcroft
In attendance: DCllr Lee Parker, Clerk Christine Hargan and 7 members of the public
- 22/0502 Apologies for absence**
Cllrs Kevin White and Andrew Hill
- 22/0503 Election of Vice Chairman**
Cllr Andrew Hill proposed by Cllr Thorogood and seconded by Cllr Stacey
- 22/0504 **Declarations of Interest and requests for dispensation**
Cllr Stacey declared interest in items 13 G 1 and 2
- 22/0505 Minutes** of Parish Council meeting held on 28th March 2022
Agreed and signed by the Chairman
- 22/0506 **To appoint members to committees**
HR, Cllr Stacey, **Finance**, Cllr Howcroft, **Standards** Cllr Jordon
- 22/0507 **Appointed representatives to**
a. Assington Village Charity – Cllr Wallace
b. Suffolk Association of Local Councils (SALC) – Cllr Stacey
- 22/0508 Appointment of Councillors** to review planning applications ahead of meeting
Cllrs Hill and White
- 22/0509 Appointment of Mr White as Internal Auditor, proposed by Cllr Stacey and seconded by Cllr Howcroft
- 22/0510 **District Councillor report and public forum** attached in appendix
DCllr Parker reported on the following:
 - Support for Ukrainian refugees
 - Energy payment rebates
 - Construction Infrastructure Levy (CIL)
 - Babergh District Council mass resignation from planning committee**Public Forum**
Various topics were raised including:
 - Bio-Diversity Action Plan BDC plans to implement a Nature Recovery Network, clarification was sought on what the network is actually planning to do. DCllr Parker to report back to the next meeting.
 - Assington Autos re-consultation, concern was expressed on the following
 - Failure to provide information requested prior to re-consulting
 - Waste volumes
 - Excessive noise
 - Licencing – whether the applicant is adhering to the existing licences
 - Environmental issues, including animal habitat and runoff/pollution to the brook,
 - Operating hours
 - Traffic
 - Impact on wellbeing
- 22/0511 Agree any actions required on **emails circulated** to councillors since the last Parish Council meeting.
None that are not reported elsewhere
- 22/0512 Agree any s required after reviewing the **Clerk's Report**

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None that are not reported elsewhere

22/0513 Finance

The Auditor's report was deferred until next meeting as the auditor was unable to complete the audit prior to the meeting.

- c. From the **RFO Report** authorise payments made / to be made

Resolved to pay the vendors as per the schedule in the appendix

Income was noted

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

Clerk to verify the BDC remittance and to amend accounts and Finance Report

Verify the budget regarding administration, staffing and travel discuss with

Councillors and amend if required.

- d. Consider a **donation to**

i. **The Churchyard Maintenance Fund.-**

ii. **Assington Association**

It was agreed to donate £500 to both charities

22/0514 Planning

- a. There are no new planning applications to consider

- b. Reconsultation request 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 work.

Objection. Response to be raised considering the comments made during the public forum and also planning law and to confer with Councillors regarding final wording prior to being submitted.

- c. Notification of Planning appeal [AP/22/000009](#) against refused [DC/21/05299](#), the Field House, Barracks Road, Assington CO10 5LP Application for outline planning permission erection of 2no. one and a half storey dwellings with detached garages and new vehicular access from Barracks Road.

Advice of the appeal noted **no action is required** as no amendments to the application have been made.

- d. **Planning applications received since the agenda was posted**

None

- e. **Status of planning applications**

Discussed and attached in appendix

22/0515 Licensed Path, Footpaths and APC's Assets

Issue with broken glass and fence close to allotments and also blackthorn hedging. Cllr Wallace to walk the paths and to report back considering whether action immediate is required or whether it can await the autumn following the nesting season.

22/0516 Highways update

Invoice received and paid, awaiting date for notification of commencement of work.

22/0517 Quiet Lanes Suffolk

Awaiting notification of delivery of additional stock for signs.

22/0518 Queen's Platinum Jubilee Celebrations

Thanks to Cllr Stacey and the team of volunteers. The celebrations are on Friday 3rd June and start at 12.30pm with judging of best decorated garden and continue with a family picnic, further events and competitions will take place during the afternoon including music, decorate a crown, fancy dress and races and a traditional tea party.

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The event will continue into the evening with the barn dance. All of which have been promoted locally.

The meeting was closed at 9.45pm prior to the completion of the agenda due to fire alarm which resulted in evacuation of the building.

The following items were deferred to next meeting on **Monday 25th July 2022** starting at 7.30pm

22/0519

Light Pollution

22/0520

Questions to the Chair

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Appendix

Actions

Minute	Action	Who	Complete
22/0513	Pay suppliers	Clerk/TH	✓
22/0514	Planning comments to BDC	Clerk/AH	✓
22/0515	Walk footpaths around allotment to condition of growth and action required	HW	
22/0517	Quiet lane signs liaise with SCC re acquisition when available	ST/AH	
22/0512	Clarify budget break down BDC payment and also clerk payment, salary, expenses. The admin budget appeared high.	Clerk	
22/0508	Clerk to verify with Cllr White his willingness to undertake preview of planning applications to assist Cllr Hill	Clerk	

Agenda item 10, County and District Councillors report and Public Forum

DCllr Parker reported on the following

Babergh District Council Annual meeting

Support for **Ukrainian refugees** – Babergh District Council has issued 97 local visas Suffolk has issued 772. Community Action Suffolk has a lot of information to provide assistance to anyone wishing to help refugees.

Energy rebate payments £157 has been rebated to everyone paying Council Tax by Direct Debit. People who don't pay by DD have received a letter with instructions to apply for the payment. BDC already have bank account details for DD payers, if anyone needs assistance phone DCllr Lee Parker

Community Infrastructure Levy (**CIL**) £1.6m was paid back to communities, £4.5 Million allocated the 75% further infrastructure how is it paid, goes into a strategic pot which can be bid by a community group, or partnership between parishes.

BDC reported the **resignation** last month **of the cabinet**. The members have now been replaced with John Ward leading and they now have 8 cabinet members who represent all the parties.

Agenda Item 11. Clerk's Report

There has been a request from SALC for all Parish Councils in Suffolk to adopt the Standing Orders, revised in 2020, we already do, so I have not pushed this to agenda.

Allotments – damage to fencing and problem with ingress of rabbit population. David Gotts has reported glass on the area surrounding the allotments and offered to meet on site. Is there an appetite to do so?

Direction Discs/signage have finally arrived and been sent to the footpath wardens.

Request for funding from Assington Association to help with the costs of the village magazine.

22/5/12 Finance Report

e. Payments to be made

£612.03 Clerk salary 51 hours and 8 weeks working from home allowance weekly average 6.375. The additional work in completing the documentation for the end of year audit took 11.5 hours.

£22,363.73 – Suffolk County Council Construction of 20mph speed limit

£5.00 Suffolk County Council for lease of conservation area

£197.90 Annual subscription SALC

£195.74 Bronwen Stacey

£500 Churchyard maintenance fund

£500 Assington Association

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Income/Expenditure April/May 2022

Precept £5,000

CIL £5,896.29

End Financial Year 2021-22

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01449 674727

Bank Reconciliation for Financial year
ending 31st March 2022

Balances per Bank Statements as at

Barclays Community	£100.00	
Barclays Premium Account	<u>£84,291.56</u>	
		£84,391.56
Add any Unbanked Cash as at 31		£0.00
Less Unpresented Cheques as at 31		£0.00
Total		£0.00
	Total Cash	<u>£84,391.56</u>
CASH BOOK		
Opening Balance		£68,540.49
Add Receipts in the year		£46,746.71
	Sub Total	<u>£115,287.20</u>
Less Payments in the year		£30,895.64
	Total Cash	<u>£84,391.56</u>

Christine Hargan

Date 6 April 2022

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Bank Reconciliation to Date				
	2021/22		2022-23	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		68,540.49		84,391.56
Grants	331.40	1,238.40	331.40	0.00
Bank Interest	10.00	8.44	10.00	0.00
Other = Donations, rebanked cheques Judicial review a	360.00	4,095.21	360.00	0.00
CIL	0.00	27,719.33	0.00	5,896.29
Precept	10,000.00	10,000.00	10,000.00	5,000.00
VAT Repayment	0.00	3,685.33	0.00	0.00
Total Income	£10,701.40	£115,287.20	£10,701.40	£95,287.85
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	4,739.32	2,900.00	0.00
Admin	1,550.00	1,207.61	1,550.00	0.00
Subscriptions		193.29		0.00
Donations	600.00	950.00	600.00	0.00
Street Lighting	375.00	844.83	375.00	0.00
CIL	0.00	10,864.70	0.00	0.00
Insurance	350.00	426.24	350.00	0.00
Audit	0.00	440.00	0.00	0.00
Grass Cutting (P3 Scheme)	360.00	360.00	360.00	0.00
Licensed Footpaths	175.00	135.00	175.00	0.00
Contingency	500.00	0.00	500.00	0.00
Maintenance	630.00	435.20	630.00	0.00
Judicial Review		5,950.00		0.00
Allotments / Conservation	655.00	236.63	655.00	0.00
Neighbourhood Plan	1,500.00	1,355.00	1,500.00	0.00
Unbanked cheques from previous year				
VAT Paid	0.00	2,757.82	0.00	0.00
Total Expenditure	£9,595.00	£30,895.64	£9,595.00	£0.00
Totals Income - Expenditure		£15,851.07		£95,287.85
Barclays Community Account at	31 March 2022	£100.00	31 March 2022	£100.00
Barclays Business Premium at	31 March 2022	£84,391.56	31 March 2022	£95,287.85

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

£95,187.85

Available balance ?

(£95,187.85 last night's balance) ?



Single
payment



Transfer



More

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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

22/0514 Status of Planning applications

29-Mar-22	DC/22/01624	Full Planning Application - Erection of 1No two		Support	Awaiting decision
26/03/22	DC/22/01613	Land South Of 'The Nook' The Street Assington		Support	Awaiting decision
28/01/22	DC/22/00617	Brownsmiths Dorking Tye Assington Suffolk CO8		Support	Granted
28/01/22	DC/22/00461	Land At Orchard Road Assington Suffolk Full Planning Application - Erection of 1No single storey dwelling, detached garage and new vehicular access.		Object	Awaiting decision
17/01/22	DC/22/00196	Three Ways Barracks Road Assington Suffolk CO10 5LP. Application. Householder Application - Erection of a two storey front extension; erection of first floor extension over existing bathroom and a cartlodge.		Support	Awaiting decision
06/01/22	DC/22/00027	Shamrock Farm Marshalls Green Assington Suffolk CO10 5LS. Application for Listed Building Consent - Erection of single storey side/rear extension (following demolition of conservatory), internal and external works as per schedule of		Support	Awaiting decision
	DC/22/00026	Shamrock Farm Marshalls Green Assington		Support	Awaiting decision
	DC/21/06912	Land At Assington Fruit Farm The Street		Object	Granted

End of report