

**Agenda Item 4      Councillor Dispensation**

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation **you need to write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

**Agenda item 6      HR and Standards Committees**

In 2019/20 Cllrs Stacey and Symons were appointed as members of the HR Committee and no Councillors were appointed as members of the Standards Committee.

**Agenda Item 7      Representatives of outside bodies**

In 2019/20 in the absence of Cllr Symons, he was to be asked if he was able to be appointed again as representative to Assington Village Charity and Cllr Stacey was appointed as representative to the SALC.

**Agenda Item 8      Planning applications**

In 2019/20 Cllrs Symonds and Hill were appointed to review planning applications prior to the meeting for consideration.

**Agenda Item 12      Routine Correspondence**

If there is an email that I have circulated which is not included on the agenda or below and you consider it should be discussed, please raise the item at this point.

- a.      Response from James Buckingham regarding the caravan in the road at Dorking Tye
- b.      Email from Bryn Hurren to proceed with bench for the playground by the middle of May

**Agenda Item 13 Clerks Report**

A	B	C	D	E
Minute		Action	Status	Done
		Minutes placed on website / sent to parish magazine / Lee and James		☑
		Planning Comments sent to BDC		☑
		Cheques sent to suppliers.		☑
20/013	a	Clerk to raise the purchase of the bench once playground is completed		☑
20/018		Clerk to send letter to Go Ahead regarding the bus companies proposal to cease the majority of buses stopping in Assington	Awaiting a response	☑
20/020	a	Clerk to confirm to Assington Village Charity that the parish council will pay the annual inspection cost from 2021		☑
20/020	d	Clerk and Cllr Symonds to meet with carpenter regarding the erection of signs at The Thicks	Signs installed	☑
20/020	d	Letter to handed to future commercial dog walkers asking them to keep dogs on their leads as this is a concern of residents		☑
20/021	b	Clerk to contact Paul Gant SCC Highways as a response had not been received following the meeting with Cllrs on the 3rd December	Awaiting a response	☑
20/021	b	Clerk to send precept decision to BDC		☑
20/024	a	Clerk to confirm with David Gotts the existing contract for 2020/21		☑
20/024	b	Clerk to inform David Gotts that the quote for the additional work to cut the hedge outside 3 and 4 Woodlands was excessive and an alternative will be found	David Gotts responded to confirm that he had misunderstood what was required	☑
20/024	c	Clerk to obtain quote from David Gotts for cutting back the hedge between the allotments and conservation area	David Gotts suggests a management programme	☑
20/027		Cllr Symonds to meet with carpenter and obtain quote for a tree guard for the Jubilee Oak	Tree guard installed	☑
20/034		Cllr Symonds to liaise with resident regarding the banner and thank you boxes		☑
20/035	e	Clerk to write to resident regarding antisocial behaviour		☑
20/035	f	Clerk to contact BDC and SCC highways regarding the Caravan in the road at Dorking Tye		☑
		<b>Clerks Hours</b>		
		1st April 2019 to 31st March 2020 : 335 worked /260 hrs paid		
		<b>Calendar Reminder</b>		
		Shoulder of Mutton AVC renewal due 19th August 2024		

**Agenda Item 14a Finance RFO Report**

**Receipts and Payments**

ASSINGTON								
Date	Details	File Ref	Ref		Receipts		Payments	
<b>Community &amp; Premium Accounts</b>								

## Associated Papers APC Meeting on 18th May 2020

23/03/20	GeoXphere Ltd - Parish Online	PO29	857			60.00	
23/03/20	Mr Richard Rew - Carpenter	PO30	858			262.94	y
23/03/20	BDC - Litter & Dog Bin emptying	PO31	859			363.02	
23/03/20	Andrew Hill - Expenses	PO32	860			140.68	y
23/03/20	Helen Wallace - Expenses	PO33	861			39.87	
23/03/20	SCC - Street Lighting	PO34	862			409.09	y
23/03/20	SALC - Training Course	PO35	863			24.00	y
23/03/20	Places4People Ltd - NP Support	PO36	864			4,059.36	y
23/03/20	Altas Print Ltd - NP	PO37	865			533.60	y
23/03/20	Altas Print Ltd - NP Banner	PO38	865			50.40	y
23/03/20	Assington Village Hall - NP Hire	PO40	868			360.00	y
23/03/20	Indigo Ross Design - Printing leaflet	PO41	869			27.50	y
31/03/20	J Hatton Salary	PO39	866			785.70	y
31/03/20	HMRC - Clerk Tax	PO39	867			186.60	y
02/04/20	BDC Precept	1		5,000.00	y		
02/04/20	BDC CIL Payment	2		9,139.66	y		
18/05/20	SALC annual subscription	PO1	870			187.79	
18/05/20	Groundwork - NP Grant Repayment	PO2	871			3,027.01	

### Bank Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Community	30/4/20	£100.00				
Premium Accounts		£53,498.83	£49,921.14	£3,677.69	£0.00	£0.00
Cash		£0.00	£0.00			£0.00
		£53,598.83	£49,921.14	£3,677.69	£0.00	

The Statement Balance includes the Neighbourhood Plan grant from Groundwork (£8982) of which £5954.99 was spent in 2019/20 and the remaining balance of £3027.01 is to be returned.

### Bank Statement as at 30th April 2020

**BARCLAYS** 30 April 2020

MRS JANE HATTON  
ASSINGTON PARISH COUNCIL  
8 PROSPECT HILL  
GREAT CORNHARD  
SLIDBURY  
CO10 0PG

Your Business accounts – at a glance

Up-to-date account information  
To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345.

Your balances on 30 April 2020

Business Current Accounts	Balance
Community Account Statement	£100.00
Sort Code 20-83-50 - Account No 10123796	
Business Savings Accounts	Balance
Business Premium Account	£53,498.83
Sort Code 20-83-50 - Account No 90123749	

This is the end of your account summary.

**Statement of Accounts vs Budget**

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£38,996.28				
<b>Income</b>			<b>Expenditure</b>			
Precept	£9,500.00	£5,000.00	Staff Costs		£2,880.00	£0.00
Grants	£331.20	£0.00	Admin		£1,550.00	£187.79
Bank Interest	£5.00	£0.00	Donations		£600.00	£0.00
Loan	£0.00	£0.00	Street Lighting		£350.00	£0.00
Other	£360.00	£0.00	CIL		£0.00	£0.00
CIL	£0.00	£9,139.66	Insurance		£350.00	£0.00
VAT Repayment	£0.00	£0.00	Inspection		£350.00	£0.00
			P3 Scheme		£360.00	£0.00
			Licensed Footpaths		£175.00	£0.00
			Contingency		£500.00	£0.00
			Maintenance		£630.00	£0.00
			Loan Repayment		£0.00	£0.00
			Loan Interest		£0.00	£0.00
			Allotments / Conservation		£655.00	£0.00
			Neighbourhood Plan		£1,500.00	£3,027.01
			VAT Paid		£0.00	£0.00
<b>Total</b>	<b>£10,196.20</b>	<b>£14,139.66</b>	<b>Total</b>	<b>£0.00</b>	<b>£9,900.00</b>	<b>£3,214.80</b>
			Assets C/Forward			£49,921.14
<b>Total</b>		<b>£53,135.94</b>	<b>Total</b>			<b>£53,135.94</b>

**Agenda Item 14b Donation requests**

Donations made in April 2019:

Assington PCC	£350
Citizens Advice Sudbury & District	£100
Headway Suffolk	£75
Assington Association	£75

Donations requests received in 2019/20:

Community Action Suffolk  
Marie Curie

Donations made in April 2018:

Assington PCC	£350
Macmillan Cancer Support	£50
Suffolk Accident Rescue Service	£50
Alzheimers Society	£50
Assington Association	£50

**Agenda Item 14c    CIL Expenditure 2019/20**

**Assington Parish Council  
Community Infrastructure Levy  
Reporting Year 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020**

A	Total CIL income carried over from previous years	£ 6,224.51
B	Total CIL income received (receipts)	£16,697.14
C	Total CIL spent (expenditure)	£ 2,112.74
D	Total CIL repaid following a repayment notice	£
E	<b>Total CIL retained at year end (A+B-C-D)</b>	<b>£20,808.91</b>

**CIL Expenditure**

Item/Purpose	Amount Spent
Assington Village Hall Playground Equipment	£1,778.22
Footpath Signs	£ 81.58
Repair of Village Noticeboard	£ 262.94
<b>Total Spend</b>	<b>£2,122.74</b>

**Agenda Item 14c    Earmarked Reserves 2020/21**

Reserves held by NPC	2018/19		2019/20		2020/21	
	Start of year	End of year	Start of year	End of year	Start of year	End of year
	Asset Replacement	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Allotments / Conservation	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Election Costs	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Total Earmarked Reserves</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>4,500.00</b>

**Agenda Item 4c      Status of planning applications**

Date Received	BDC Ref	Application	APC Ref	APC Response	BDC Response
19/09/19	DC/19/04391	Outline Planning Application for the erection of up to 19 dwellings at Land East of The Barn at Assington, The Street, Assington	19/132a	Objected	Refused
17/12/19	DC/19/05808	Outline planning permission Appearance, Landscaping, Layout and Scale for up to 7 dwellings at Land at Assington Barns, The Street, Assington	20/009a	Objected	Approved
17/12/19	DC/19/05807	Outline planning permission Appearance, Landscaping, Layout and Scale for up to 8 dwellings at Land at Assington Barns, The Street, Assington	20/009a	Objected	Approved
17/12/19	DC/19/05831	Change of use of existing restaurant and outbuilding to 5 dwellings with new vehicular access at The Case Restaurant, Further Street, Assington	20/009c	Supported but subject to conditions	Refused
20/03/20	DC/20/01176	Land to the side and rear change of use from agricultural to residential garden at 10 Woodfield, Assington		No comment	Approved
16/03/20	DC/20/01139	Erection of grain store, concrete pad and alterations to existing field access at site fronting south west of A134 formerly part of Braes Farm, Newton Green		Supported	
31/03/20	DC/20/01307	Change of use and conversion of barn into 1 dwelling at Shamrock Farm, Marshalls Farm, Assington	20/033	Objected	
31/03/20	DC/20/01308	Works to facilitate conversion of barn into 1 dwelling at Shamrock Farm, Marshalls Farm, Assington		Objected	

**Agenda Item 16      Licensed Path, Footpaths and APC's Assets**

Quote provided by David Gotts

Below are the amounts which were agreed at the January meeting for cutting the grass:

- Allotments and conservation area = £135 for 3 cuts
- Footpaths = £360 for 6 cuts
- Permissive paths = £124 for 3 cuts

Therefore the proposed increase is from £124 to £135 to include the bank and hedge for outside 3&4 Woodfield.

