

# Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –  
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## Associated Papers for the meeting on 24<sup>th</sup> November 2025

### Agenda item

#### 1 Apologies for absence

#### 2 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.

#### 3 Agree minutes of previous meeting, please provide any amendments prior to the meeting

#### 4 County and District Councillor report

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

There are no Planning applications to consider

##### Status of Planning applications

BDC Ref	Application	APC Response	BDC Response
DC/25/02272	3 Orchard Road Assington Sudbury Suffolk CO10 5NJ	Application - New UPVC, glazed roof conservatory.	Granted
DC/25/00606	Land East Of Meadow Way Assington Suffolk	object	Granted
DC/25/03140	Braes Farm Further Street Assington CO10 5LE Application to determine if prior approval is	No comment	Refused
DC/25/02981	5 Woodfield The Street Assington Sudbury Suffolk CO10 5LN Erection of a Single	No comment	Granted
DC/25/02952	The Nook The Street Assington Sudbury Suffolk CO10 5LW discharge of conditions	No comment	Granted
DC/25/02903	Cotton Wood Barracks Road Assington Sudbury Suffolk CO10 5LP Discharge of	No comment	Granted
DC/25/04216	5 Woodfield The Street Assington Sudbury Suffolk CO10 5LN Discharge of conditions	No comment	Awaiting Decision

#### 6

To agree action (if any) on correspondence

##### 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

- Village Halls and community buildings
- Dedham Vale and Stour Valley news
- AONB/National Landscapes
- SALC updates
- Bramford to Twinstead: various. **Offer of funding** for community projects
- Local Government reorganisation: updates and slides from the recent presentation and
- Devolution website now live [Norfolk and Suffolk Combined County Authority - Norfolk and Suffolk Combined County Authority](#)
- Footpath contractors
- Questionnaire on council tax increase

#### 7 Clerk's report

Actions from previous meeting

Minute	Action	Who	Complete
	Planning c2omments to BDC	Clerk/AH	✓
	Pay suppliers	Clerk/Cllrs	✓
	Review planning applications prior to meetings	AH	✓
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	Clerk	✓

25109	the green close to threeways awaiting response from Hartleys Rose Green Roses in Rose Green hardy shrubs Mahonia Contact Hartley's Gardens to plant Roses on Rose Green and Mahonia shrubs on the other green also to cut the bushes at the wild life / conservation area in February and to add the paths into the cutting schedule for next Financial year.	Clerk	✓
	Consider projects requiring the use of Locality Budget	All	
25108	Send Precept demand to BDC	Clerk	✓
25106	Advise Kernos Centre that no grant is available	Clerk	✓
25306	Clerk received a report of water from a treatment plant in the village behind the conservation area potentially being discharged into the brook it is being investigated, AW is investigating job no 27301259 straight. Post meeting note. AW Issue closed fault is with BDC. Environmental Health is investigating.	Clerk	✓
25309	Contact Richard Hartley regarding hedges in the Street, the Allotments and conservation area to ensure that they are cut. And instruct him to liaise with Cllr Stacey regarding the two triangles at Rose Green and Threeways	Clerk	✓
25309	Contact Chris Mortimer contracts regarding surfacing the footpath between the village hall and shop to ensure that it is usable in all weathers	Clerk	✓
25309	Enquire about a wheelchair accessible gate to be placed at the entrance to The Thicks. Gain permission from the land owner. And then gain quotations. Cllr Howcroft to establish land ownership.	Chair TH	Ongoing
25616	Clerk to forward agreement / licence to TH Clerk to establish additional names to quote Meet contractors on site	Clerk Clerk DW	✓ ✓
25309	Report footpath sign being removed from the Meadow Way	Clerk	✓
25615	Send annual/audit related documents to relevant parties	Clerk	
25609	Appoint additional councillor(s) to review planning applications prior to meeting and further councillor to check accounts prior to internal audit		ongoing
25614	Wheelchair accessible gate to the Thicks Contact BDC re funding – post meeting note, preap complete feedback awaited Gain additional quotes and speak to land owner if appropriate	Clerk/  Chair	  ✓
25614	Complete unitary council questionnaire	AH	✓
25620	Update Financial Regs, Standing Orders and Internal Control and then publish on website.	Clerk	✓
25616	Report fallen/damaged signage to SCC	Clerk	✓
25616	Respond to resident re signage	Clerk	✓
25622	Discuss dangerous driving through village and lack of Police action with CCllr Finch	DW	✓
25622	Neighbourhood Plan update, approach Consultant for costs etc	AH	✓
25704	Place a box in the bus stop for suggestions to improve bus services to the village	AH	
25706	Check whether Cllr Thorogood has spoken to the landowner re installing additional wheelchair friendly gates to the Thicks	Clerk	✓
25706	Contact potential Councillor to confirm whether still interested in the role	AH	
25709	Section of permissive footpath closest to Village hall, Ask home owners whether they will agree to the PC resurfacing	TH	
25710	Neighbourhood Plan - apportion £10,000 of CIL money toward the cost of a review.	Clerk	✓
25711	Set up a Working Party and subsequently consider a Community Interest Group, lest it is needed moving forwards in regards to the pub	AH,TH	
25712	Set up Parish Website with a .gov.uk domain and purchase a single associated email address for use by Clerk. All correspondence to be through that address and forwarded to Cllrs	Clerk	✓

	Bus survey to be placed in the bus stop responses to AH or Clerk for distribution to CCllr Finch	AH	
25904	Enquire about ANPR scheme and forward to Cllrs for consideration	Clerk	
25904	Place survey forms into the bus stop, compile responses and send to CCllr Finch	AH/Clerk	
25909	Obtain quotations for cutting footpaths and verges	Clerk	
25912	Contact Mortimer Contracts for updated estimate for section of path from Orchard Road to the Village hall	Clerk	

Parish website, there are currently two different possible templates for the website using the current software, the only variables to change really are photos on the opening carousel (someone locally must have some more up to date ones), or the colour of the ribbons.

An alternative would be to build our own using a web builder and host with either CAS or another provider. I've asked and chased but the current provider is not keen.



Search for...

**Welcome**

**Event Calendar**

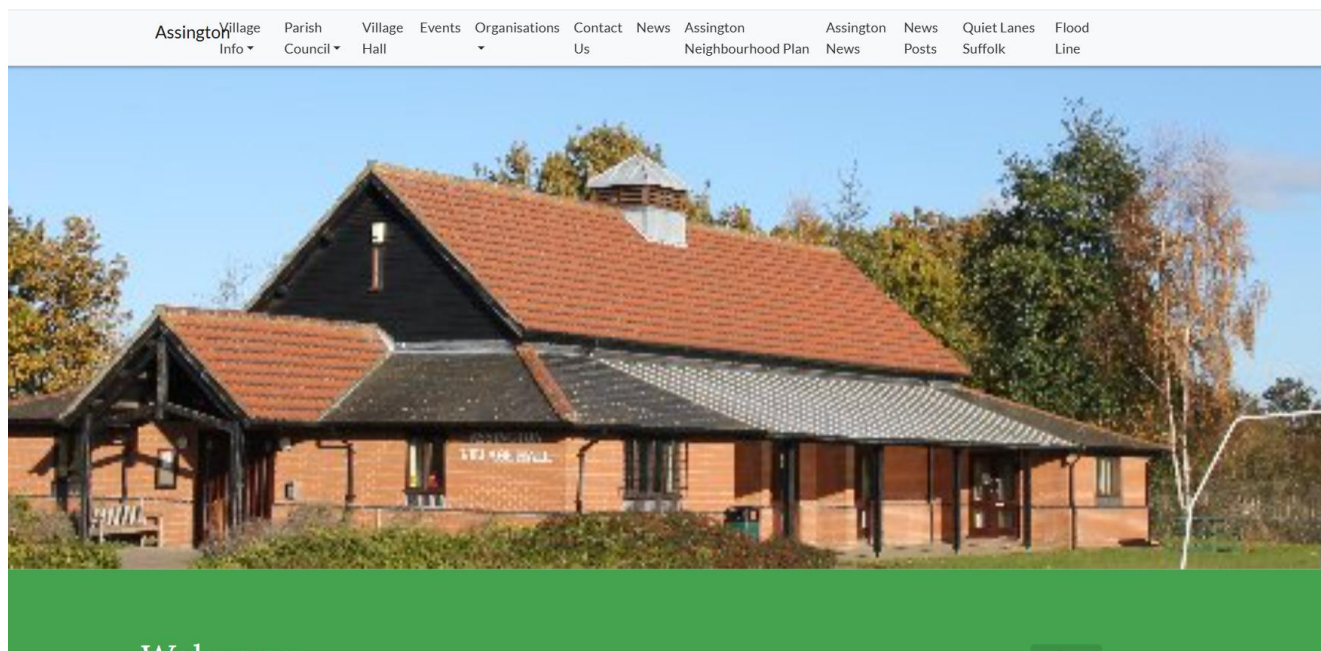
November 2025

Mon	Tue	Wed	Thur	Fri	Sat	Sun
27	28	29	30	31	01	02
03	04	05	06	07	08	09

Welcome to Assington, Suffolk. Situated approx. 5 miles from Sudbury and 10 miles from Colchester, with the main village just off the A134, Assington is close to the Dedham Vale Area of Outstanding Natural Beauty and a short walk from the Nature Reserves of Spouse's Vale and Arger Fen. Assington Thicks, to the west, is an ancient woodland of approximately 52ha (128 acres), privately owned but with public access.

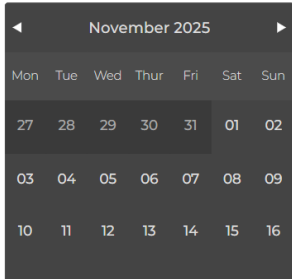
In the main village, along The Street are the pub, the Farm Shop and Tea Room (these last two being part of 'The Barn at Assington' complex), with the Village Hall and Playing Field at the southern end (see separate entry). Mentioned in Domesday as having a population of 78, there are currently about 380 residents.

This website is intended to update you with all aspects of the activities of Assington and is maintained solely by Assington Parish Council.



Welcome

Event Calendar



The image shows a calendar for November 2025. The days of the week are listed at the top: Mon, Tue, Wed, Thur, Fri, Sat, Sun. The dates are arranged in a grid. The 27th, 28th, 29th, 30th, and 31st are highlighted in a darker shade, indicating the current month's events or focus.

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A Contractor for odd jobs has been recommended and he's currently picking up work previously done by Sudbury Wardens, I've spoken to him and he seems quite affable and charges £25 an hour compared to £35 for Sudbury Wardens,

## 8 Finance Report

- a. From the RFO report authorise payments made/to be made and note income received since last  
Review reconciliation of accounts against bank statements and the statement of accounts vs Budget.

### Payments to be made

£730.78 Clerk Salary TBC

£47.07 HMRC

£27.00 SALC for provision of payroll for 6 months

£330 Blackthorn Landscapes, formally Hartleys Garden Services – two invoices were received and approved at the last meeting and payment raised but only one of them was authorised. Can it please be done this month.

Donations toward churchyard maintenance and the Assington News have not yet been paid. Can we agree to pay them?

### Payments paid since the last meeting

£6.00 bank charges

### Income Received since previous meeting

20/10/25 £4972.06 CIL from planning application no DC/21/02556

30/9/25 £554.33 bank Interest

<b>Budget 2026 - 27</b>			
	<b>2024 - 25</b>		
	<b>Budget</b>	<b>To year end</b>	<b>Budget</b>
<b>Income</b>			
<b>Balance Brought Forward from year end accounts</b>	<b>TBC</b>	<b>£88,874.16</b>	
	<b>Budget</b>	<b>Year End</b>	<b>Budget</b>
Grants P3 grass cutting	<b>400.00</b>	<b>385.68</b>	<b>400.00</b>
Grants other	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Bank Interest	<b>2,000.00</b>	<b>2,427.01</b>	<b>2,000.00</b>
Other = Donations, rebanked cheques Jubilee and Allot	<b>360.00</b>	<b>360.00</b>	<b>360.00</b>
CIL	<b>0.00</b>	<b>1,599.50</b>	<b>0.00</b>
Precept	<b>10,000.00</b>	<b>10,000.00</b>	<b>9,600.00</b>
VAT Repayment	<b>0.00</b>	<b>1,154.19</b>	<b>0.00</b>
<b>Total Income</b>	<b>12,760.00</b>	<b>£15,926.38</b>	<b>£12,360.00</b>
<b>Expenditure</b>	Figures exclude VAT where paid as it is		
Staff Costs, salaries, HMRC	<b>5,000.00</b>	<b>3,612.90</b>	<b>5,000.00</b>
Admin	<b>300.00</b>	<b>300.19</b>	<b>300.00</b>
Subscriptions	294.00	<b>282.69</b>	294.00
Donations	<b>1,100.00</b>		<b>1,100.00</b>
Street Lighting	<b>900.00</b>	<b>0.00</b>	<b>900.00</b>
CIL	<b>300.00</b>	<b>7,765.75</b>	<b>30,000.00</b>
Insurance	<b>460.00</b>	<b>264.00</b>	<b>300.00</b>
Audit	<b>1,200.00</b>	<b>170.00</b>	<b>460.00</b>
Grass Cutting (P3 Scheme)	<b>300.00</b>		<b>1,200.00</b>
Licensed Footpaths	<b>150.00</b>		<b>300.00</b>
Cut Allotments and Wildlife Area	<b>500.00</b>		<b>150.00</b>
Contingency	<b>1,400.00</b>	<b>0.00</b>	<b>500.00</b>
Maintenance	<b>200.00</b>		<b>1,400.00</b>
Water and associated costs Allotments / Conservation	<b>65.00</b>	<b>0.00</b>	<b>200.00</b>
Neighbourhood Plan		<b>0.00</b>	<b>0.00</b>
Bank charges		<b>71.40</b>	<b>65.00</b>
VAT Paid		<b>£1,076.43</b>	<b>0.00</b>
<b>Total Expenditure</b>	<b>£9,595.00</b>	<b>£13,543.36</b>	<b>£42,169.00</b>
<b>Totals BF+ Income - Expenditure</b>		<b>-£12,389.17</b>	<b>£84,338.00</b>
<b>Unity Trust Current Account</b>	<b>31 March 2025</b>	<b>£4,922.97</b>	<b>17 November 2025</b>
<b>Unity Trust Deposit Account</b>	<b>31 March 2025</b>	<b>£85,732.05</b>	<b>17 November 2025</b>
			<b>Total held in bank</b>

20485977 - [Current T1](#)

Avai

20485980 - [Instant Access](#)

Available

**Notes to accompany the preview of the budget.**

- The tax base has been decreased, it is calculated by the number of houses multiplied by a figure devised by Babergh District Council, but they subtract the number of properties that are exempt from, or gain a discount on Council tax which is why it has decreased again this year.

You need to make a decision in January, as to how much you wish residents to contribute toward Precept. If you opt for a 0% increase the amount of Precept you gain will be £9,577 (a decrease of £23) if the figure is to remain at £9600, it will be an increase to those who pay council tax of 0.24%, you could choose to raise it to say £10,000 which is where you were in 2023/24 which would be an increase of 4.41%. Given the healthy bank balance and that CIL is being used to subsidise the precept the potential CIL income from the development new bungalows I would respectfully suggest that it is left at a 0% increase.

- Notes on planned expenditure
- There is an increase in employer’s national insurance following the last budget which has increased employment expenditure insofar as in previous years you did not pay it, but this year it is an unexpected/unbudgeted £300. So the total employment cost will be increased to £6,000
- SALC have increased their subscription by 3% which is shown as a £10 increase in the figures
- Street lighting is an unknown as it is billed on what has been used. Off on a tangent – Christmas Street lighting do you want to increase the hours of lighting over Christmas and New Year?
- Audit. If we pay the grant for the scullery we will need an external audit. Therefore keep estimate high?
- There is a lot of CIL in the bank what do you want to spend it on?

CIL Budget			
2021/22	2022 / 23	2023 / 24	2024 / 25
Full year	Full year	Start of year	YTD

<b>Total CIL expenditure</b>	<b>£10,864.70</b>	<b>22,786.73</b>	<b>9,136.45</b>	<b>£6.00</b>
<b>Net retained CIL</b>	<b>£64,446.57</b>	<b>£62,354.55</b>	<b>£62,119.41</b>	<b>£66,702.45</b>
<b>Earmarked CIL donation toward scullery</b>				
<b>Earmarked CIL toward Neighbourhood Plan</b>				

- 9 Licenced paths, footpaths and assets**
- 10 Neighbourhood Plan review**  
Update to be provided at the meeting
- 11 Shoulder of Mutton**  
Update to be provided at the meeting
- 12 Update on the footpath from the farm shop to the village hall**  
Work to the worst section is in the process of being scheduled and is likely to take place early in the new year.
- 13 Questions to Chair**

**Time date and place of next meeting**, Monday 26 January 2026, 7pm in Assington Village Hall

Proposed dates for 2026 are Mondays  
26 January, 30 March, 11 May, 27 July, 28 September and 30 November

**End of Associated Papers**