Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –
Telephone: 01449674727 Email: assingtonpc@yahoo.com

Associated Papers for the meeting on 30th November 2026

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

Current Applications – none to consider

B Planning applications since the agenda was published

C Status of Planning applications

BDC Ref	Application	APC Response	BDC Response
DC/26/00413	Braes Farm, Further Street, Assington, Sudbury Suffolk CO10 5LE	No comment	Refused
DC/26/01124	Assington Barns, discharge of conditions 3 reptile habitat and 5 Biodiversity - not consulted		granted
SCC/0018/26/D	Discharge of conditions Bramford to Twinstead Reinforcement	No comment	refused
DC/26/01472	Land South Of The Nook The Street Assington CO10 5LW Variation of conditions		Granted
DC/26/01065	The National Grid (Bramford To Twinstead Reinforcement) Order 2024 removal of trees	no comment	Granted
DC/26/01340	The National Grid (Bramford To Twinstead Reinforcement) Order 2024 Eco Management plan	no comment	Granted
DC/26/01061	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, removal of trees		Granted
DC/26/03154	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, Trees and hedges		Granted with conditions
DC/26/03132	The National Grid (Bramford To Twinstead Reinforcement) Order 2025,Landscape eco ph 6		Denied - amends required
DC/26/03128	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, landscape eco plan		Denied - amends required
DC/26/03752	Brownsmiths, Dorking Tye, Assington, Sudbury Suffolk CO8 5JY	object	Granted
DC/26/03885	The Gables 4 The Street Assington Sudbury Suffolk CO10 5LH Discharge of conditions biodiversity		Granted
DC/26/04237	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, archiological investigation		Granted
DC/26/04195	The National Grid Bramford To Twinstead, where no archiological investigation required		Granted
DC/26/04578	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, soil management plan		Granted
DC/26/04067	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, removal of trees		Granted
DC/26/04022	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, soil management plan		Refused
DC/26/03944	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, landscape eco plan ph6		Granted
DC/26/03938	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, Retention and removal of trees		Granted
DC/26/03856	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, Retention and removal of trees		Granted
DC/26/03850	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, landscape and eco plan Ph 6		Granted
DC/26/03858	The National Grid (Bramford To Twinstead Reinforcement) Order 2025,landscape eco ph 4.2		Granted
DC/26/03842	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, CEMP ph 4-6		Granted
DC/26/03802	The National Grid (Bramford To Twinstead Reinforcement) Order 2025, DWSI ph 3		Granted
DC/26/02289	Centuries The Street Assington CO10 5LW solar panels	support	Granted
DC/26/02290	Centuries The Street Assington CO10 5LW solar panels listed building consent	support	Granted
DC/26/04856	The National Grid (Bramford To Twinstead Reinforcement)DWSI ph 3		Granted
DC/26/04640	35 Hicks Lane NMA to DC/22/05762	not consulted	Granted
DC/26/04479	The National Grid (Bramford To Twinstead Reinforcement)DWSI ph 3		Granted
DC/26/04452	The National Grid (Bramford To Twinstead Reinforcement) Archeology ph 4-6		Granted
DC/26/04408	The National Grid (Bramford To Twinstead Reinforcement) DWSI ph 3		Granted
DC/26/04422	The National Grid (Bramford To Twinstead Reinforcement)retention and removal of trees and hedgerows ph3.4		Granted
DC/26/04246	The Coach House Assington Park Swimming pool	no comment	Awaiting decision
DC/26/04247	The Coach House Assington Park Swimming pool listed building consent	no comment	Awaiting decision

D Planning issues

A potential enforcement issue has been reported regarding access to Barrack Road from "Cotton Wood", substantial work to internal roadways and parking has been undertaken, and no planning application has been made to connect the roadway to the Lane, and further work has been undertaken to a building and roadways at "Woodsmoke" on Barrack Road.

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
- Devolution website now live Norfolk and Suffolk Combined County Authority - Norfolk and Suffolk Combined County Authority
- Notification from Microsoft that they are no longer supporting the purchased version of Microsoft Office that was purchased with the computer in 2021. There will be no further security upgrades, for the Microsoft apps such as Word and Excel but the files are stored on the hard drive of the computer and periodically backed up on USB anyway. Microsoft 365 is £58.99 renewed annually.
- Correspondence re road closure Bures Road, revised time 9.30-2.30 daily

7 Clerk's report

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Actions from previous meeting

Minute	Action	Who	Complete
26309	Notify LM Groundcare that the revised quotation has been accepted. A clear instruction must be provided to the contractor Cllrs to meet with the contractor to agree a schedule of work also to backfill/seed the area around permissive footpath and reduce a potential trip hazard to the ends of the path	Clerk Cllrs	✓
26309	Verify that Building control officer did inspect the Permissive footpath	Clerk	✓
26505	Review the project for 20mph speed restrictions completion and funding	PFM	
26505	Category 1 speeding Discuss with SCC	PFM	
26516	Diarise review of allotment rent in January for the budget	Clerk	✓
26517	Book Cllr Armitage on Councillor Training session 2	Clerk	
26519	Bus Shelter, Clerk to investigate who owns it regarding H&S maintenance	Clerk	✓
26521	Notify resignation of Cllr Howcroft to BDC and start the vacancy process	Clerk	✓
26521	Agenda item for next meeting Mandate change	Clerk	✓
26604	Mandate Change has been implemented but awaiting completion	Clerk	✓
26705	Look at Determination on the large Solar Panel farm in Northamptonshire to determine whether the same could happen in the local area	LP	
26707	Approach local contractor to repair/reseat broken signs	Chair	
26708	Obtain costs and capacity of largest dog bins, distribute to Cllrs	Clerk	✓
26709	Report broken handrail to SCC and to provide information on how to do so to Footpath officer	Clerk	✓
26709	Request quotation for an additional bench to be fitted to the conservation area	Clerk	✓
26711	Publish updated policies on the website	Clerk	✓
26712	Gain advice on the transfer of land from PC to the Village Charity Gain costs for conveyancing work to transfer the land	DW	✓
26713	Gain advice from BDC Asset Management on procedure/permission to create a pond in the Conservation area	Clerk	✓

	and forward the advice to Cllrs. Emailed 3 August 2026 Meeting organised on Friday 25 September		
26714	Follow up re the two bungalows in the centre of village with possibility of purchasing the small parcel of land for a small Green	Chair	
26905	Planning comments to BDC	Clerk	
26905	Obtain photos of buildings adjacent to Threeways Once received log issue with planning enforcement	Cllrs Clerk	
26905	Contact Planning Officer re the roadway near Barracks Lane	Clerk	
26906	Clerk had received a telephone call from a member of the public whose ancestor had died in WW1 a photograph of the memorial was on the cover of Assingon News, November 2021 Clerk to respond to enquirer and suggest further information is acquired from the Church Warden	Clerk/ BS	✓
26908	Pay invoices	Clerk	✓
26909	Continue to chase BDC for response re size of dog bins If the dog bins are replaced with dual dog/litter bins any size up to 120 Litres is ok	Clerk	✓
26909	Order one bench from Barn Workshop	Clerk	✓
26911	Request invoice for the planning application for Gym equipment from DW/AVC to ensure the correct amount is paid Notify that 50% of moneys to be paid for legal expensed to register the playingfield with AVC	Clerk Clerk	
26912	Forward notes to RP at BDC and also to the volunteers	Clerk	✓
26913	Ask Jeff Stacey if he would be willing to draft an emergeny plan	BS	✓
26914	Respond to query from parishioner	ST	

8 Finance Report

a. From the RFO report authorise payments made/to be made and note income received since last meeting.

Payments to be made

£56.54 employer's NI HMRC
£793.92 Clerk salary
£61.20 SALC for provision of payroll for one year
£70.00 CAS web site hosting for one year
£1675.00 LM garden maintenance grass cutting.

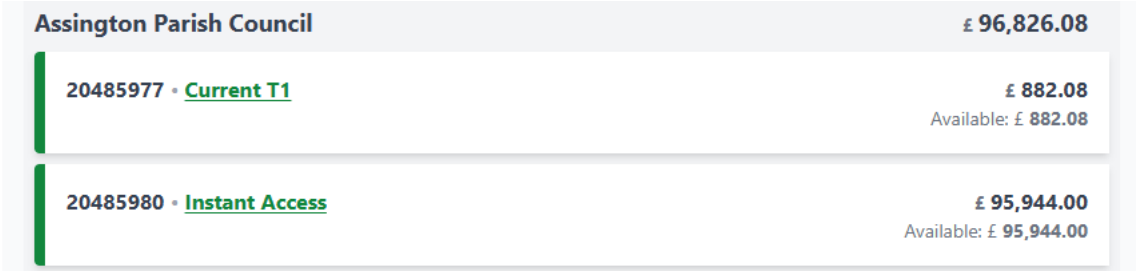
Payments since the last meeting

£14.00 bank charges
£2,000 contribution toward the outdoor gym

Income Received since previous meeting

£4800 Precept

Bank Reconciliation to Date				
	2025 - 26		2026 - 27	
Income				
Balance Brought Forward from year end accounts	**TBC**	**£88,874.16**		**£95,982.74**
	Budget	**Year End**	**Budget**	**YTD**
Grants P3 grass cutting	**400.00**	**386.52**	**400.00**	**0.00**
Grants other	**0.00**	**500.00**	**0.00**	**0.00**
Bank Interest	**2,000.00**	**2,185.49**	**2,000.00**	**948.90**
Other = Donations, rebanked cheques Jubilee and Allot	**360.00**	**360.00**	**0.00**	**360.00**
CIL	**0.00**	**9,561.10**	**0.00**	**0.00**
Precept	**9,600.00**	**9,600.00**	**10,000.00**	**9,600.00**
VAT Repayment	**0.00**	**855.83**	**0.00**	**0**
Total Income	**£12,360.00**	**£23,448.94**	**£12,400.00**	**£10,908.90**
Expenditure	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Staff Costs, salaries, HMRC	**5,000.00**	**4,513.97**	**6,000.00**	**3,350.82**
Admin	**300.00**	**465.40**	**300.00**	**263.12**
Subscriptions	294.00	**284.30**	294.00	**339.17**
Donations	**1,100.00**	**0.00**	**1,150.00**	**0.00**
Street Lighting	**900.00**	**0.00**	**900.00**	**667.97**
CIL	**30,000.00**	**10,756.88**		**2,661.60**
Insurance	**300.00**	**264.00**	**300.00**	**264.00**
Audit	**460.00**	**170.00**	**1,200.00**	**190.00**
Grass Cutting (P3 Scheme)	**1,200.00**	**0.00**	**1,675.00**	**0.00**
Licensed Footpaths	**300.00**	**0.00**	**included**	**1,296.00**
Cut Allotments and Wildlife Area	**150.00**	**5.00**	**included**	**435.65**
Contingency	**500.00**		**1,000.00**	
Maintenance	**1,400.00**	**0.00**	**1,000.00**	**243.15**
Water and associated costs Allotments / Conservation	**200.00**	**0.00**		**0.00**
Neighbourhood Plan	**0.00**	**0.00**	**15,000.00**	
Bank charges	**65.00**	**73.00**	**84.00**	**49.00**
S142	**0.00**	**300.00**	**0.00**	**0.00**
VAT Paid	**0.00**	**£1,890.83**	**£28,903.00**	**305.08**
Total Expenditure	**£9,595.00**	**£18,723.38**	**£57,806.00**	£10,065.56
Totals BF+ Income - Expenditure		**£93,599.72**	**£115,612.00**	**£96,826.08**
Unity Trust Current Account	**31 March 2026**	**£317.64**	**24-Nov-26**	**£882.08**
Unity Trust Deposit Account	**31 March 2026**	**£95,665.10**	**24-Nov-26**	**£95,944.00**
	Total at year end	**£95,982.74**	**Total held in bank**	**£96,826.08**



printed copies of the budget sheet will be available at the meeting so that it is readable.

Budget 2027-28						
	2025-26		2026-27			2027-28
	Budget	To year end	Budget	YTD	Forecast to year end	Budget 2027-28
Income						
Balance Brought Forward from year end accounts	TBC	88874.16		£95,982.74		
	Budget	Year End	Budget	YTD		
Grants P3 grass cutting	400.00	386.52	400.00	0.00	386.52	400.00
Grants other	0.00	500.00	0.00	0.00	0.00	0.00
Bank Interest	2,000.00	2,185.49	2,000.00	948.90	1,900.00	2,000.00
Other = Donations, rebanked cheques Jubilee and Allot	360.00	360.00	0.00	360.00	360.00	0.00
CIL	0.00	9,561.10	0.00	0.00	0.00	0.00
Precept	9,600.00	9,600.00	10,000.00	9,600.00	9,600.00	10,000.00
VAT Repayment	0.00	855.83	0.00	0	500.00	0.00
Total Income	12,360.00	£23,448.94	£12,400.00	£10,908.90	£12,746.52	£12,400.00
Expenditure	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid					
Staff Costs, salaries, HMRC	5,000.00	4,513.97	6,000.00	3,350.82	5,500.00	6,000.00
Admin	300.00	465.40	300.00	263.12	500.00	
Subscriptions	294.00	284.30	294.00	339.17	350.00	373.67
Donations	1,100.00	0.00	1,150.00	0.00	1,200.00	1,150.00
Street Lighting	900.00	0.00	900.00	667.97	900.00	900.00
CIL	30,000.00	10,756.88		2,661.60		
Insurance	300.00	264.00	300.00	264.00	264.00	300.00
Audit	460.00	170.00	1,200.00	190.00	190.00	1,200.00
Grass Cutting (P3 Scheme)	1,200.00	0.00	1,675.00	0.00	1,675.00	1,800.00
Licensed Footpaths	300.00	0.00	included above	1,296.00	1,800.00	
Cut Allotments and Wildlife Area	150.00	5.00	included above	435.65		included above
Contingency	500.00		1,000.00	1,000.00		1,000.00
Maintenance	1,400.00	0.00	1,000.00	243.15		1,000.00
Water and associated costs Allotments / Conservation	200.00	0.00		0.00		
Neighbourhood Plan	0.00	0.00	15,000.00			15,000.00
Bank charges	65.00	73.00	84.00	49.00		90.00
S142	0.00	300.00	0.00	0.00	0.00	0.00
VAT Paid	0.00	£1,890.83	£28,903.00	£305.08	£12,379.00	£28,813.67
Total Expenditure	9,595.00	£18,723.38	£57,806.00	£10,065.56	24,758.00	25,000.00
Totals BF+ Income - Expenditure		£93,599.72		£96,826.08		
Unity Trust Current Account	31 March 2026	£317.64	24-Nov-26	£882.08		
Unity Trust Deposit Account	31 March 2026	95665.1	24-Nov-26	£95,944.00		
	Total at year end	95982.74	Total held in bank	£96,826.08		
Notes on budget						
Staff costs include only salary and employer National Insurance						
Admin includes stationery WFHA and Mileage. Will you please consider raising both neither have been increased in the five years I've been Clerk, suggest £6 per week WFHA and 55p per mile						
Subscriptions, SALC have increased costs by 3%						
BDC have increased the cost of emptying dog bins by £42 per bin per year, time to replace doubled bins? That's £504 next year bringing cost to £1800						
Defibrillators require new pads next year, should you think about replacing the defib at the village hall? it will be 10 years old in the Spring and the life span is reckoned to be 8-10 years.						
Donations does £1150 cover the costs of grass cutting in the churchyard and the printing costs of Assington News?						

CIL Budget				
	2023 / 24	2024 / 25	2025 /26	2026 / 27
	Full year	Full year	Full year	YTD
Total received in year	£8,901.31	£9,561.10	£9,561.10	£0.00
Total retained CIL (previous year retained plus new receipts)	£71,255.86	£71,680.51	£73,475.86	£64,255.50
Litter and dog bins	537.96		996.00	
Permissive footpath Mortimer Contracts			5,625.00	
Playground inspection			100.00	
cutting footpaths			1,263.48	
Christmas Lights			30.00	
Amenity Land	5			
Donation toward Gym Equipment				2000.00
Total CIL expenditure	9,136.45	£7,765.75	£9,220.36	£2,000.00
Net retained CIL	£62,119.41	£63,914.76	£64,255.50	£62,255.50
Anticipated Spend	Neighbourhood plan		£15,000.00	
	Church scullery		£20,000.00	
	Footpath repair		£6,000.00	

Ringfenced Reserves (Comprising £1,500 each for) Asset Replacement, Allotment/conservation, Election costs	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
CIL	64,446.57	73,347.88	73,347.88	76,236.44	58,893.26
General Reserves	12,952.00	15,448.06	15,448.06	10,950.00	27,550.74
Total	81,898.57	93,295.94	93,295.94	91,686.44	90,944.00
Precept increase	Current year	option 1 0.43%	option 2 2%	option 3 3%	option 4 5%
Council tax base	246.42	245.37	245.37	245.37	245.37
Total Precept	9,600.00	9,600.00	9,750.00	9,846.00	10,037.00
Band D Council tax	38.96	39.12	39.74	40.13	40.91

9 Licenced paths, footpaths and assets

Footpath report

The broken handrail at the junction of Paths 12 and 20 has been replaced and discussions with the contractor re the boggy part of Footpath 20 are ongoing.

Dog bins

A decision is required as to whether to replace the existing 25 litre dog bins that are doubled up with a single bin that will serve both as a dog bin and litter bin therefore saving emptying costs of £142 per year for each bin that has been removed. Whilst stand alone dog bins in a larger size were not permitted a dual purpose bin of up to 120 litres is permitted, bins can be provided with foot pedals and sealable lids so that people whether depositing doggy doo or litter do not

need to touch the bin with their hands, it will also minimise/prevent odours. The bins are tough enough to be vandal resistant, though not fire proof. The purchase of 3 bins, will save £426 next year and potentially more in additional years as the cost of emptying is becoming ridiculous and the cost of each bin would be £408.45 with a pedal or £355.95 without a pedal. The increase for emptying bins in next financial year is £504.
There are dog and litter bins in the village hall car park replace with a single bin?
2x 25 litre dog bins at the entrance to The Thicks, replace with a single bin?
Replace dog bin and litter bin at junction Meadow Way/Vicary ? LM Maintenance would cement the base kits in place and fit the bins for hourly charge and cost of cement
Glasdon Jubilee™ City 100 - 100L Litter Bin

10 Neighbourhood Plan review
Update to be provided at the meeting

11 Assington Village Charity registration of land and contribution toward planning costs

12 Request for CIL Funding and update re planning by the Wildlife Area Conservation Team
Babergh District Council say that no planning permission is required and have asked roughly when the Parish Council anticipate the project to take place?
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13 Emergency Plan
PDF File attached to covering email separately.

14 Shoulder of Mutton update

15 Questions to Chair

16 Suggested meeting dates for next year
Mondays 25 January, 20 March, 10 May, 26 July, 27 September, 29 November

Time date and place of next meeting, Monday 25th January 2027, 7pm in Assington Village Hall

End of Associated Papers