

Assington Parish Council

Associated Papers for the meeting on 28th March 2022

Agenda item 2 Councillor Dispensation.

If there is an item for which you have an interest you will be unable to take part in discussion or vote in a resolution. If you wish to have your request for dispensation considered please write to the Clerk ahead of the meeting stating the reasons why you should be given dispensation.

Agenda item 5b Status of Planning applications

[DC/22/00196](#) Erection of a two storey front extension. Three Ways Barracks Road Assington Suffolk CO10 5LP - awaiting decision

[DC/22/00027](#) Application for Listed Building Consent - Erection of single storey side/rear Shamrock Farm Marshalls Green Assington Suffolk CO10 5LS – awaiting decision

[DC/22/00026](#) Householder Application - Erection of single storey side/rear extension(following demolition of conservatory). Shamrock Farm Marshalls Green Assington Suffolk CO10 5LS – awaiting decision

[DC/21/06912](#) Change of use from agricultural to use Class F1(a) (Learning and Non-Residential Institutions) and siting of 2no portacabins and 1no storage container. Land At Assington Fruit Farm The Street Assington Suffolk CO10 5LW - granted

[AP/22/00009](#) Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990. - Erection of 2No one and a half storey dwellings with detached garages and new vehicular access from Barracks Road. | The Field House Barracks Road Assington Suffolk CO10 5LP- status appeal valid

[DC/22/00461](#) Land at Orchard Road Assington 1 single storey dwelling Detached garage and vehicular access – awaiting decision

Agenda item 6 Routine Correspondence.

If you wish to discuss an email forwarded that does not appear on the agenda please raise at this point.

There have been a variety of correspondence including:

- Neighbourhood Plan referendum results
- Bramford to Twinstead Reinforcement appeal lodged.
- Platinum Jubilee
- Quiet Lanes
- Consultation on Boxford Neighbourhood Plan
- Locality Grant – £500 toward benches for Jubilee Garden and £250 toward Jubilee celebration
- The February storms
- Bee Orchids at the Village Hall
- Temporary Vehicle Activated Sign and Automatic Number Plate Recognition trial and research

Clerk's Report

Action	Who	complete
Pay vendors		✓
Enter planning comments	Clerk	✓
Attend meetings re Jubilee	BS	✓
Attend meeting re Polstead Twinstead Tee	BS	✓
Email BS with questions for above meeting	TH	✓
Draft letter to DCllr Finch re locality budget funding gain approval of councillors prior to sending	Clerk	✓
Forward application for internet banking to Cllr Howcroft	Clerk	✓
Acquire further two copies of Neighbourhood Plan following the referendum	HW	
Acquire quotes for Jubilee Garden drawings receive quotes ongoing	AH	
Standardise Agenda to discuss Budget in November and Donations in January	Clerk	Ongoing
Return Precept form to Babergh District Council	Clerk	✓
Organise additional meeting to discuss additional planning applications	Clerk	✓

I shall be in Spain from 25 April to 16 May I have booked two weeks holiday during this three week period but will monitor and respond to emails whilst I'm away.

Agenda Item 8 Finance Report

Payments to be made

Clerk salary and Working from home allowance

£76.70 Clerk expenses to March 2022

£55.20 Heatbeat trust one set of adult pads

£60 Parish online

£16.27 WAVE

£27.00 SALC Provision of payroll

£60 CAS – Provision of One Suffolk website

£466.74 Suffolk County Council Street Lighting

Income/Expenditure February – March 2022

Date	Ref:	Details	Expenditure	Income
03/02/2022	35	Anglian Water/WAVE	£31.36	
03/02/2022	36	Chilton Parish Council - contribution to CiLCA	£50.00	
03/02/2022	37	David Bracey Playingfield Inspection	£120.00	
03/02/2022	38	Clerk Salary	£626.56	
01/03/2022	39	PKF Littlejohn	£288.00	
21/02/2022	Inc	Babergh District Council Grant for Jubilee		£500.00
08/03/2022	inc	Bank interest		£2.13

Bank Reconciliation to Date				
	2020/21		2021-22	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		38,996.28		68,540.49
Grants	331.40	5,395.40	331.40	988.40
Bank Interest	10.00	13.51	10.00	8.44
Other = Donations, rebanked cheques Judicial review a	360.00	430.84	360.00	4,095.21
CIL	0.00	27,216.03	0.00	27,719.33
Precept		10,000.00	10,000.00	10,000.00
VAT Repayment	0.00	1,426.41	0.00	3,685.33
Total Income	£701.40	£83,478.47	£10,701.40	£115,037.20
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	3,368.63	2,900.00	4,048.21
Admin	1,550.00	441.44	1,550.00	1,087.61
Subscriptions				193.29
Donations	600.00	700.00	600.00	950.00
Street Lighting	375.00	0.00	375.00	378.09
CIL	0.00	423.00	0.00	10,864.70
Insurance	350.00	329.28	350.00	426.24
Audit	0.00	0.00	0.00	440.00
Grass Cutting (P3 Scheme)	360.00	288.00	360.00	360.00
Licensed Footpaths	175.00	108.00	175.00	135.00
Contingency	500.00	171.00	500.00	0.00
Maintenance	630.00	563.48	630.00	435.20
Judicial Review				5,950.00
Allotments / Conservation	655.00	169.35	655.00	220.36
Neighbourhood Plan	1,500.00	6,266.48	1,500.00	1,355.00
Unbanked cheques from previous year		1,118.45		
VAT Paid	0.00	990.87	0.00	2,724.12
Total Expenditure	£9,595.00	£14,937.98	£9,595.00	£29,567.82
Totals Income - Expenditure		£68,540.49		£85,469.38
Barclays Community Account at	31 March 2021	£100.00	23 March 2022	£100.00
Barclays Business Premium at	31 March 2021	£68,440.49	23 March 2022	£85,369.38

COMMUNITY		£100.00	Single payment	Transfer	More
20 - 83 - 50 10123706	Available balance	(£100.00 last night's balance)			
Barclays Bank UK PLC					
> Show recent transactions					
Business Premium ME		£85,369.38	Single payment	Transfer	More
20 - 83 - 50 50123749	Available balance	(£85,369.38 last night's balance)			
Barclays Bank UK PLC					
> Show recent transactions					

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

Agenda Item 9 to review : [Standing Orders](#), [Risk Management](#), [Effectiveness of Internal Controls](#), [Transparency Code](#) and [Policy booklet](#).

- a. To consider updating the Financial Regulations to the [APC Financial-Regulations 2022](#)
- a. to consider adopting draft [Internet Banking Policy](#) to consider Internet Banking Policy
- b. To re-appoint our auditor

Agenda item 14

End of report