

Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –
Telephone: 01449 674727 Email: assingtonpc@yahoo.com

Minutes of the meeting of Assington Parish Council on Monday 24th November 2025

Present: Councillors (Cllrs) Simon Thorogood (Chair) Andrew Hill (Vice-Chair) and Tony Howcroft.

In attendance: CCllr James Finch, Christine Hargan (Clerk) and 1 member of the community.

251101 **Apologies** for absence Cllrs David Wiles, Bronwen Stacey and DCllr Lee Parker

251102 **Declaration of Interests and requests for dispensation**

There were none

251103 Agree **Minutes** of Assington Parish Council meeting held on 29th September 2025
Minutes were resolved to be accurate and signed by Cllr Thorogood.

251104 **County Council Report – CCllr Finch**

CCllr Finch, having previously circulated his written report, provided the following updates:

- **Children's Services:** Ofsted has noted improvements. 25% of the Council's budget (£25 million) is allocated to children's services. Currently, 1,000 children are in foster care.
- **Recycling:** Significant revenue continues to be generated from the sale of recycled materials.
- **Footpaths:** The latest definitive Public Rights of Way (PROW) maps are now available online.
- **Fire Service:** Focus remains on fire prevention and identifying areas where safety can be improved, particularly during the Christmas period.
- **Fostering:** Counties are collaborating to promote fostering. Young people are actively thanking carers, with the need for approximately 150 new foster parents to be recruited each month in Suffolk.
- **Bures Speed Survey:** A further survey has been requested for a section of road.
- **Local Government Reform (LGR):** A timetable is awaited. Elections for the Mayor are scheduled for 6 May 2026. County and District proposals have been submitted and acknowledged, with responses expected by 6 March. Local elections are also scheduled for May but may be delayed again.

District Council Report – DCllr Lee Parker

No formal report was received. It was noted that if unable to attend meetings, a written update would be helpful.

Public Forum

No questions were asked

251105 **Planning**

- **Applications:** None received.
- **Status:** Current applications were noted.

251106 **Correspondence and Emails**

- A reminder issued to complete questionnaires on Devolution and council tax increases.
- National Grid is offering funding for community projects.

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Date

- No response has been received regarding updating the parish website to WordPress or similar; whilst it was agreed that the website would benefit from modernisation, it was not a priority. Clerk requested photographs to freshen up the current website.
- Bus survey has been passed to CCllr Finch. However, the County Council dismissed the two suggestions due to concerns about turning on private land both at Perrywoods and at the village hall.
- ANPR: No update available. Follow up to be chased.

251107

Clerk's Report

Most outstanding items have been addressed.

251108

Finance

- RFO report: Acknowledged.
- Accounts reconciliation against budget: Acknowledged.
- Payments: Authorised as resolved.
- Budget 2026/27: The first draft was noted and the councillors acknowledged that further information is required prior to finalising the draft.

251109

Licensed Path, Footpaths, and APC Assets

- Four contractors have been contacted; two are in the process of arranging site visits with Cllr Stacey.
- Cllr Thorogood to pass photos of signage at Rose Green and Dorking Tye (currently in ditch) to a local contractor.
- Bench: Agreed in principle to contribute towards a matching bench, subject to plaque arrangements.
- Street lights: No changes are required to times over the Christmas / New year period.

251110

Neighbourhood Plan Review

Discussion with the contractor has been held on reviewing the plan. A consultation date with the community is required, but the committee is awaiting the required number of new properties needed in Assington from Babergh before a plan can be made. Allocations and housing numbers will not be decided by Babergh District Council until the middle of next year. An additional committee member has come forward.

251111

Shoulder of Mutton

The pub has settled into regular hours, achieved a 5-star hygiene rating, and is successfully hosting community events ranging from remembrance Sunday to church, choir and pub quizzes. Feedback from the community is very positive and the Council noted the significant work that has gone into making the pub a success.

251112

Footpath – Farm Shop to Village Hall

Mortimer Contracts has contacted the Clerk. Work is expected to be scheduled early in the new year, subject to weather and other commitments.

251113

Questions to the Chair

- Query raised regarding whether CIL funding can be used to address outstanding issues with signage. CIL held by the parish can be used for most things other than donations and salaries.
- National Grid continues work on the compound at the A134 but further progress is unlikely until Spring. Several additional farm entrances have been noted.

251114

Time date and place of next meeting Monday **26th January 2025** to be held in Assington Village Hall at 7.00pm.

The meeting was closed at 20.16 pm

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Date

Appendix

County and District Council reports

[News » Babergh Mid Suffolk](#), [Council news - Suffolk County Council](#)

Status of Planning applications, Thain bungalow has been granted.

Actions

Minute	Action	Who	Complete
	Planning comments 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 the green close to threeways awaiting response from Hartleys Rose Green	Clerk	✓
25109	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	

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Date

25704	Forward email to CCllr Finch from Police relating to discontinuing speed monitoring in the Street	DW	✓
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	
251106	Provide parish photos for the website	all	
251106	Follow up request for ANPR	DW	
251109	Send photos of fallen signage at Rose Green and Dorking Tye to local contractor	AH	
251109	Communicate with SCC street lighting re Christmas period lighting	Clerk	
251109	Forward quotations to Cllrs for Footpath cutting once received	Clerk	
251112	Communicate dates for footpath resurface to Cllrs when received	Clerk	
25113	Communicate with Cllr Wiles re installing Christmas tree	Clerk	
25113	Book village hall for meetings throughout 2026	Clerk	
25113	Email prospective councillor joining information for the PC	Clerk	

8 Finance Report

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Date

Budget 2026 - 27		2024 - 25		2025 - 26	
	Budget	To year end	Budget	YTD	Fo
Income					
Balance Brought Forward from year end accounts	TBC	£88,874.16		£0.00	
	Budget	Year End	Budget	YTD	
Grants P3 grass cutting	400.00	385.68	400.00	0.00	
Grants other	0.00	0.00	0.00	0.00	
Bank Interest	2,000.00	2,427.01	2,000.00	1,119.93	
Other = Donations, rebanked cheques Jubilee and Allot	360.00	360.00	360.00	360.00	
CIL	0.00	1,599.50	0.00	9,561.10	
Precept	10,000.00	10,000.00	9,600.00	9,600.00	
VAT Repayment	0.00	1,154.19	0.00	0	
Total Income	12,760.00	£15,926.38	£12,360.00	£20,641.03	
Expenditure					
Figures exclude VAT where paid as it is reclaimed, and is shown as					
Staff Costs, salaries, HMRC	5,000.00	3,612.90	5,000.00	3,005.34	
Admin	300.00	300.19	300.00	387.90	
Subscriptions	294.00	282.69	294.00	284.30	
Donations	1,100.00		1,100.00	0.00	
Street Lighting	900.00	0.00	900.00	0.00	
CIL	300.00	7,765.75	30,000.00	1,195.20	
Insurance	460.00	264.00	300.00	264.00	
Audit	1,200.00	170.00	460.00	170.00	
Grass Cutting (P3 Scheme)	300.00		1,200.00	1,100.00	
Licensed Footpaths	150.00		300.00	0.00	
Cut Allotments and Wildlife Area	500.00		150.00	172.33	
Contingency	1,400.00	0.00	500.00	0.00	
Maintenance	200.00		1,400.00	940.20	
Water and associated costs Allotments / Conservation	65.00	0.00	200.00	5.91	
Neighbourhood Plan		0.00	0.00		
Bank charges		71.40	65.00	42.00	
VAT Paid		£1,076.43	0.00	412.54	
Total Expenditure	£9,595.00	£13,543.36	£42,169.00	£7,979.72	
Totals BF+ Income - Expenditure		-£12,389.17	£84,338.00	£12,661.31	
Unity Trust Current Account	31 March 2025	£4,922.97	17 November 2025	£318.95	
Unity Trust Deposit Account	31 March 2025	£85,732.05	17 November 2025	£103,299.54	
			Total held in bank	£103,618.49	

Assington Parish Council

£ 103,618.49

20485977 - [Current T1](#)

£ 318.95

Available: £ 318.95

20485980 - [Instant Access](#)

£ 103,299.54

Available: £ 103,299.54

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CIL Budget			
	2023 / 24	2024 / 25	2025 /26
	Start of year	YTD	YTD
Total received in year	8,901.31	£1,599.50	9,561.10
Total retained CIL (previous year retained plus new receipts)	71,255.86	£63,718.91	£65,514.26
Net retained CIL	£62,119.41	£55,953.16	£65,514.26
Anticipated Spend	Neighbourhood plan		10,000.00
	Church scullery		20,000
	Footpath repair		6,000

Payments to be made

£730.78 Clerk Salary

£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.

Post meeting note. A further invoice has been received from Blackthorn Landscapes.

Donations toward churchyard maintenance and the Assington News. Whilst it was agreed to increase the budget for both no definitive agreement to pay and total to pay this month.

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

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Date