

# Assington Parish Council

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

## Minutes of the meeting of Assington Parish Council on Monday 29<sup>th</sup> September 2025

**Present:** Councillors (Cllrs) Simon Thorogood (Chair) Andrew Hill (Vice-Chair) and Bronwen Stacey.

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

25901 **Apologies** for absence Cllr David Wiles, Tony Howcroft and apologies for delaying the meeting by late attendance Cllrs Stacey, Thorogood and CCllr Finch

25902 **Declaration of Interests and requests for dispensation**  
There were none

25903 Agree **Minutes** of Assington Parish Council meeting held on 28<sup>th</sup> July 2025  
Minutes were resolved to be accurate and signed by Cllr Thorogood. Chair thanked Cllr Hill for leading the previous meeting.

25904 County and District Councillor reports and **public forum**  
**County Council Report CCllr Finch** having previously circulated his report updated the meeting on:  
**Devolution**

- The County Council's "One Suffolk" proposal has mentioned high adult care and Special Educational Need and Disability costs. Splitting the county into three would increase administration costs and would minimise the opportunity to benefit from negotiating key contracts for the whole county for those reasons a single policy group is preferred.
- Localism would involve 12 area groups and a quasi-consultation. The aim of the county council is a simplified reporting structure.
- One Suffolk may push for more powers to parish councils, enabling local decision-making and additional funding for parish councils would be available, because it believes in local decision making for local services.
- If no mayor is appointed, Suffolk could lose £37.4 million annually for 30 years.
- **Rural transport** Government investment includes more buses for Assington and Sudbury.
- A **new developer guide** is being produced outlining additional service costs due to population growth.
- **Norwich to Tilbury** project passed its first 28-day stage and there will be funding available for local projects. Sizewell received £250million from National Grid.
- Anglian Water has gone quiet on the Spa project. Balfour Beatty expanded their compound area. Concerns were raised about ground pollution because no membrane appeared to have been used to protect the earth to avoid the spoil polluting the ground. Concerns were voices regarding control over the larger project when it is developed. Chair was advised to Contact the local MP James Cartlidge for escalation.
- **Safety issues** were voiced on the section of road from Rose Green to Bures, known locally as the Bures straights: pedestrians with prams, and equestrians feel unsafe due to speeding traffic. Suggestions included rebuilding banks, signage, hedge trimming, and ANPR installation. PCSO funding discussed.

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- Cllr Hill previously forwarded notes from a meeting with the local Highways Officer and the Parish were provided with an action list. CCllr Finch recommended identifying vehicles responsible and gaining support from the local Police. CCllr Finch agreed to organise a traffic survey and has suggested registering for the ANPR scheme which has now been extended.

**District Council report DCllr Lee Parker reported that**

- The district is consumed by reorganisation. Three unitary options have been submitted by the District Councils and one by SCC (a single unitary). All proposals are available on the website.
- The MP held a session in Hadleigh to hear both district and county cases. A show of hands indicated support for multiple unitaries.
- A public consultation will follow. The outcome could be one, two, or three unitary authorities. The proposal for three is based in Lowestoft, Bury St Edmunds, and Ipswich.
- The Local Government Review (LGR) is progressing. There will always be a call for sites, though it's not necessarily tied to housing need. BDC's five-year land supply for housing is under review despite a currently holding in excess of a six-year supply for development, appeals are being upheld and speculative applications are increasing.

**Public Forum**

Public Transport: The member of the public was concerned regarding the timing of public transport and queried why survey had not been placed in the bus stop as advertised in the Assington News. She was concerned regarding the frequency of buses and added that there is a lengthy wait of between two and three hours for a return bus to the village and also the size of the bus, a double decker is being used for a low number of passengers

- Cllr Hill agreed to place bus survey/questionnaire at the bus stop with a request that it be either returned to him or emailed to the Clerk.

25905

**Planning:**

**a. Planning applications:**

- i. [DC/25/03891](#) The Old Post Office The Street Assington Sudbury Suffolk CO10 5LJ  
Application for Listed Building Consent  
Resolved no comment
  - ii. [DC/25/03890](#) The Old Post Office The Street Assington Sudbury Suffolk CO10 5LJ  
Householder Application - Erection of an outbuilding with Glazed Link to existing House, and to provide ancillary accommodation; and Insertion of cast metal Conservation Rooflight to Study, to modernise,  
Resolved no comment.
  - iii. [DC/25/04216](#) 5 Woodfield The Street Assington Sudbury Suffolk CO10 5LN,  
Discharge of Conditions Application for DC/25/0298 –  
Resolved, no comment
  - iv. [SCC/0122/25/DoR](#) National Grid Bramford to Twinstead construction traffic management plan.  
Resolved to comment Minimise traffic along any of the highways in the local area during peak times.
- b. Consider any planning application received since the agenda was posted DC/25/04201 Heritage application for Shamrock Farm which are safety related works to facilitate conversion of barn into 1no dwelling.  
Resolved to comment due to insufficient information the Parish Council will leave to the district council to make an informed decision.
- c. Status of **planning applications** were noted

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25906 Agree actions on **Correspondence** and emails circulated to Councillors by the Clerk  
Update on new Councillors, Cllrs to contact residents with a review to recruiting additional councillors

25907 Agree any actions required after reviewing the Clerk's Report.  
Most of the outstanding items have been covered,

25908 **Finance**

- Receive the RFO report.  
Acknowledged
- Reconciliation of accounts against budget  
Acknowledged
- Authorise payments made/to be made and note income received since last meeting resolved to pay
- The request for exception from External Audit, acknowledged by PKF Littlejohn

25909 **Review any issues raised for the Licensed Path, Footpaths and APC's Assets**

There was discussion regarding the cost of emptying litter and dog bins, however, currently there seems to be very little alternative. Clerk to obtain quotations for cutting verges and footpaths in the next financial year.

25910 **Neighbourhood Plan review**

The existing plan has been forwarded to Places 4 People for review, however it will be unable to move forwards until the projected number of properties is published by BDC in the Spring. Further volunteers have come forward, it is likely that the team to review the plan will be similar to the team who created it and the costs are likely to be in the region of £15k and will be split over two financial years.

25911 **Shoulder of Mutton**

Excellent news the pub is scheduled to reopen on 8 October for locals. The new landlord and his team have refurbished the kitchen and cellar and have redecorated. The residents look forward to welcoming the new landlord and his team, who have thanked the Parish Council for their input and assistance with the pub.

25912 **Footpath from the Farm Shop to the village Hall**

The section of footpath from Orchard Road toward the village hall was discussed and the resurfacing was agreed in principle pending an updated estimate for the works  
Clerk to request from Mortimer Contracts and to email councillors.

25913 **Questions to the Chair**

There were none

25914 **Time date and place of next meeting** Monday **24<sup>th</sup> November** to be held in Assington Village Hall at 7.00pm.

The meeting was closed at 21.30 pm

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## 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	
25706	Check whether Cllr Thorogood has spoken to the landowner re installing additional wheelchair friendly gates to the Thicks	Clerk	✓

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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 Cllr 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 Cllr 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	

## 8 Finance Report

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Bank Reconciliation to Date				
	2024 - 25		2025 - 26	
<b>Income</b>				
<b>Balance Brought Forward from year end accounts</b>	<b>TBC</b>	<b>£88,874.16</b>		<b>£91,257.18</b>
	<b>Budget</b>	<b>Year End</b>	<b>Budget</b>	<b>YTD</b>
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	565.60
Other = Donations, rebanked cheques Jubilee and Allot	360.00	360.00	360.00	360.00
CIL	0.00	1,599.50	0.00	4,589.04
Precept	10,000.00	10,000.00	9,600.00	9,600.00
VAT Repayment	0.00	1,154.19	0.00	0
<b>Total Income</b>	<b>12,760.00</b>	<b>£15,926.38</b>	<b>£12,360.00</b>	<b>£15,114.64</b>
<b>Expenditure</b>	s exclude VAT where paid as it is reclaimed, and is shown as VA			
Staff Costs, salaries, HMRC	5,000.00	3,612.90	5,000.00	2,180.42
Admin	300.00	300.19	300.00	204.20
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	0.00
Insurance	460.00	264.00	300.00	0.00
Audit	1,200.00	170.00	460.00	170.00
Grass Cutting (P3 Scheme)	300.00		1,200.00	825.00
Licensed Footpaths	150.00		300.00	0.00
Cut Allotments and Wildlife Area	500.00		150.00	5.00
Contingency	1,400.00	0.00	500.00	
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	30.00
VAT Paid		£1,076.43	0.00	357.54
<b>Total Expenditure</b>	<b>£9,595.00</b>	<b>£13,543.36</b>	£42,169.00	£5,002.57
<b>Totals BF+ Income - Expenditure</b>		<b>£91,257.18</b>	<b>£84,338.00</b>	<b>£101,369.25</b>
<b>Unity Trust Current Account</b>	<b>31 March 2025</b>	<b>£4,922.97</b>	<b>22-Sep-25</b>	<b>£396.10</b>
<b>Unity Trust Deposit Account</b>	<b>31 March 2025</b>	<b>£85,732.05</b>	<b>22-Sep-25</b>	<b>£100,973.15</b>
			<b>Total held in bank</b>	<b>£101,369.25</b>

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20485977 • **Current T1**

£ 396.10

Available: £ 396.10

20485980 • **Instant Access**

£ 100,973.15

Available: £ 100,973.15

CIL Budget					
	2021/22	2022 / 23	2023 / 24	2024 / 25	2025 /26
	Full year	Full year	Start of year	YTD	YTD
<b>Total received in year</b>	<b>£27,719.33</b>	<b>£20,694.71</b>	<b>8,901.31</b>	<b>£1,599.50</b>	<b>4,589.04</b>
<b>Total retained CIL (previous year retained plus new receipts)</b>	<b>£75,311.27</b>	<b>£85,141.28</b>	<b>71,255.86</b>	<b>£63,718.91</b>	<b>£60,542.20</b>
<b>Net retained CIL</b>	<b>£64,446.57</b>	<b>£62,354.55</b>	<b>£62,119.41</b>	<b>£55,953.16</b>	<b>£60,542.20</b>

**Payments to be made**

- £730.78 Clerk Salary
- £94.14 HMRC Employment costs
- £134.20 Clerk expenses WFHA and Mileage
- £49.00 Community Action Suffolk, - website costs new domain and email.
- £330.00 Hartley Garden Services Footpaths
- £330.00 Richardson Landscapes
- £264.00 Zurich Municipal renewal of insurance
- £1,195.20 Babergh District Council dog and litter bins
- £167.20 Anglian Water/WAVE allotment water bill
- £300.00 to be paid to Shoulder of Mutton Ltd as contribution toward electricity reconnection
- Resolved to pay

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