

# 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 30 March 2026

**Present:** Councillors (Cllrs) Simon Thorogood, Andrew Hill (Vice-Chair) David Wiles, Tony Howcroft and. Bronwen Stacey, Mark Armitage and Kimberley Howard

**In attendance:** DCllr Lee Parker, Zoe Rumsey (Temporary Clerk) and 3 members of the community.

26301 **Apologies** for absence CCllr James Finch and Christine Hargan Clerk

26302 **Declaration of Interests and requests for dispensation**

Cllr Stacey declared an interest in a matter that she wished to raise at item 11

26303 Agree **Minutes** of Assington Parish Council meetings held on 26 January and 19 February 2026

Minutes were resolved to be accurate and signed by Cllr Thorogood.

26304 **County Council Report – CCllr Finch**

CCllr was not present at the meeting

**District Council Report – DCllr Lee Parker**

DCllr Parker reported that:

- The BDC budget has now been passed with a 2.9% increase. A better than expected settlement from Government has also been received.
- Publication of call for sites – the map has been published. Those sites do not constitute a development proposal, they are just sites for consideration.

**Public Forum**

No questions were asked

26305 **Planning**

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

26306 **Correspondence and Emails**

Were acknowledged and actions noted in the appendix

25307 **Clerk's Report**

Most outstanding items have been addressed.

- Cllr Howard was appointed as an additional member of the planning committee

26308 **Finance**

- RFO report: Acknowledged.
- It was noted that the PC is always open to suggestions for worth while investments for the fabric of the village. This should potentially be advertised on the website and Facebook page.
- Accounts reconciliation against budget: Acknowledged.

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- Payments: Authorised as noted in appendix – It was agreed that the temporary Clerk invoice was to be authorised at a maximum of £100. The wave invoice maximum amount was approved pending challenge of the figure.
- Consider revised quotation by LM 2026/27

**26309 Licensed Path, Footpaths, and APC Assets**

- Bench has been installed
- Additional work to landscape verges to permissive path, trimming a hedge in The Street and planting two small greens at Threeways and Rose Green – It was noted that 3 cuts may not be required in the conservation area, it was resolved to accept the quote based on 2 cuts per area and to request the flexibility for a third cut if necessary
- Hedge outside Woodfield – the homeowner has cut one side, it was suggested that the new contractor is asked to cut the other side, this was resolved at £25 per hour for a maximum of 1.5 hours.
- Trip hazard to entrance and exit of footpath – Cllr Thorogood and Stacey met with contractor on site, who agreed to level the area. Correspondence has been received to suggest that SCC Highways have been to site to confirm that the works are acceptable and the contractor will not do any further work. Cllr Thorogood requested the name of the Highways Officer. It was resolved that the Clerk will contact the officer for confirmation that the work was inspected. It was also suggested that the PC consider within policies an adequate description of works. It was resolved that the new contractor would be asked to look to make the area safe.

**26310 Neighbourhood Plan Review**

- An update was given by Cllr Hill Following advice from DCllr Parker, it was resolved to follow up with the consultant to go ahead with the plan.

**26311 Questions to the Chair**

- Outside Gym – Permissive planning permission is needed, quotes need to be submitted to Babergh who have suggested that they will only pay part of the fund. It was asked whether the PC be able to offer funds to assist. It was suggested that further grants may be available. It was suggested that the PC will support in principal.
- It was asked whether it would be acceptable to the PC if the church were to add small signs to the footpath sign posts at top end of village? It was questioned if they were PC assets.
- An Oak Tree by the post box requires maintenance, is this the responsibility of the PC? Perhaps the new contractor could carry out the works. It was suggested make contact with Highways initially.

**26312 Time date and place of next meeting Monday 11<sup>th</sup> May 2026 to be held in Assington Village Hall at 7.00pm.**

The meeting was closed at 21.00

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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
251106	Provide parish photos for the website	all	
251106	Follow up request for ANPR Decided to put into dormancy until the NP consultation as it needs to have parish support	Clerk	✓
251109	Send photos of fallen signage at Rose Green and Dorking Tye to local contractor simon to pick up	ST	
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	✓
251113	Communicate with Cllr Wiles re installing Christmas tree	Clerk	✓
251113	Book village hall for meetings throughout 2026	Clerk	✓
251113	Email prospective councillor joining information for the PC	Clerk	✓
261	Traffic/reckless driving going past the pub, James Police should do it, reported category 1 danger to life, SCC are not legally able to progress, go back to Pollice. David to send James to revert to Police. again in village has it gone anywhere – no James will chase	JF	
26100	Clerk to liaise with both Cllrs Armitage and Howard regarding training and induction to Parish Council, Training for Cllr Armitage booked, Cllr Howard was not keen	Clerk	✓
26104	Traffic/reckless driving going past the pub, James Police should do it, reported category 1 danger to life, SCC are not legally able to progress, go back to Pollice. David to send James to revert to Police. again in village has it gone anywhere – no James will chase	JF	
26104	Consider parishioner responses re bus service	JF	✓
26104	Resend the email with parishioner survey responses for improved bus services	AH	✓
26105	Liaise with Cllrs re potential roadway at recycling plant	LP	
26106	Contact contractor re the footpath in The Street and liaise with Cllrs Hill & Thorogood to draft a re response to parishioner	Clerk	✓
26108e	Review reserves at the next meeting	All	
26108d	Contact contractors re Grass Cutting and notify that contract has been awarded, and minor change to number of cuts to the contract for successful applicant	Clerk	✓
26108f	Send Precept Demand to BDC	Clerk	✓
26109	Contact parishioner with bank details to enable donation toward bench to be made.	Clerk	✓
261010	Clerk to liaise with both Cllrs Armitage and Howard regarding training and induction to Parish Council	Clerk	✓
26308	Request suggestions for CIL expenditure on Facebook and website	Cllr Hill/Clerk	
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	✓

## 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>	TBC	£88,874.16		£91,257.18
	Budget	Year End	Budget	YTD
Grants P3 grass cutting	400.00	385.68	400.00	886.52
Grants other	0.00	0.00	0.00	0.00
Bank Interest	2,000.00	2,427.01	2,000.00	1,681.52
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	855.83
<b>Total Income</b>	<b>12,760.00</b>	<b>£15,926.38</b>	<b>£12,360.00</b>	<b>£22,944.97</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	4,513.97
Admin	300.00	300.19	300.00	471.31
Subscriptions	294.00	282.69	294.00	284.30
Donations	1,100.00	1,100.00	1,100.00	1,150.00
Street Lighting	900.00	0.00	900.00	0.00
CIL	300.00	7,765.75	30,000.00	6,621.00
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	1,650.00
Licensed Footpaths	150.00		300.00	0.00
Cut Allotments and Wildlife Area	500.00		150.00	54.49
Contingency	1,400.00	0.00	500.00	
Maintenance	200.00		1,400.00	1,113.15
Water and associated costs Allotments / Conservation	65.00	0.00	200.00	167.33
Neighbourhood Plan		0.00	0.00	
Bank charges		71.40	65.00	66.00
S142	0.00	0.00	0.00	300.00
VAT Paid		£1,076.43	0.00	1,890.83
<b>Total Expenditure</b>	<b>£9,595.00</b>	<b>£14,643.36</b>	<b>£42,169.00</b>	<b>£18,716.38</b>
<b>Totals BF+ Income - Expenditure</b>		<b>£90,157.18</b>	<b>£84,338.00</b>	<b>£95,485.77</b>
<b>Unity Trust Current Account</b>	<b>31 March 2025</b>	<b>£4,922.97</b>	<b>23-Mar-26</b>	<b>£324.64</b>
<b>Unity Trust Deposit Account</b>	<b>31 March 2025</b>	<b>£85,732.05</b>	<b>23-Mar-26</b>	<b>£95,161.13</b>
			<b>Total held in bank</b>	<b>£95,485.77</b>

Assington Parish Council

£ 95,485.77

20485977 - [Current T1](#)

£ 324.64

Available: £ 324.64

20485980 - [Instant Access](#)

£ 95,161.13

Available: £ 95,161.13

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CIL Budget			
	2023 / 24	2024 / 25	2025 /26
	Start of year	YTD	YTD
<b>Total received in year</b>	<b>8,901.31</b>	<b>£1,599.50</b>	<b>9,561.10</b>
<b>Total retained CIL (previous year retained plus new receipts)</b>	<b>71,255.86</b>	<b>£63,718.91</b>	<b>£65,514.26</b>
<b>Total CIL expenditure</b>	<b>9,136.45</b>	<b>£7,765.75</b>	<b>£6,621.00</b>
<b>Net retained CIL</b>	<b>£62,119.41</b>	<b>£55,953.16</b>	<b>£58,893.26</b>
<b>Anticipated Spend</b>	Neighbourhood plan		<b>10,000.00</b>
	Church scullery		<b>20,000</b>
	Footpath repair		<b>6,000</b>
<b>Ringfenced Reserves</b> (Comprising £1,500 each for) Asset Replacement, Allotment/conservation, Election costs	4,500.00		
CIL	58,893.26		
General Reserves	34,696.49		
<b>Total</b>	<b>98,089.75</b>		

**Payments to be made**

£730.78 Clerk Salary

£94.14 HMRC

£ 27.00 SALC payroll

£667.97 Suffolk County Council Street lighting

£80.00 temporary Clerk

WAVE water bill £271.28 currently being challenged as water has been turned off since before Christmas.

Post meeting note, the bill will be reissued with a £0 charge for water.

**Payments paid since the last meeting**

£12.00 bank charges

£6,750 Mortimer Contracts

**Income Received** since previous meeting

£ 855.83 VAT reclaim

£500 donation toward from parishioner toward cost of replacement bench

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Date