Associated Papers NPC for Meeting on 9th October 2024

Agenda Item 150 Dispensations

If you have a pecuniary interest in an item on this agenda, you will not be able to participate in any of the discussions or vote on a resolution. However, if you wish the council to consider your request for dispensation, you need to **write to the Clerk ahead of the meeting** stating your reasons why you should be given a dispensation.

Agenda Item 151 Councillor Vacancy

At the time of creating the meeting pack, NPC has received one application to be co-opted onto the council. At this time, I have not received confirmation from the applicant that he meets the qualification criteria to stand as a councillor.

Paul Presland of Redwoods, Church Road has sent the following application to the council:

"As you are aware I stepped down from the Council after 12 years of continuous service because I felt it was time for new people to join the team. I was very pleased when different villagers volunteered their services. I know the new team has been working very closely together and working very hard on behalf of our community. I have always believed that if the Council is to maintain its high standards, it is important for it to have a full complement of Councillors. Therefore, with Laura's resignation, I feel I would like to return to the Council and offer my services. I feel I still have plenty to offer the team and I have outlined my skills and attributes below,

1, Personal core values that mirror Parish Councillor principles & responsibilities. 2, Considerable experience of Parish Council work. 3. Good interpersonal skills. 4. Ability to communicate to different audiences. 5, Enjoy working as part of a team. 6. Having lived in the village since 2005, I have a good knowledge of Newton Green as a community. 7. Ability to work to deadlines. 8. Willingness to learn new skills. 9.Experience of writing bids to secure funding for community projects. 10. Enjoy planning and working strategically.

Thank you for spending the time to read my expression of interest and I look forward to hearing from NPC in due course."

Agenda Item 154 Newton Grove resident groups

Representatives of the limited companies established to look after the interests of the Red House Close and Blacksmith Close developments are attending the meeting to give NPC an update on their operation and government responsibilities.

Agenda Item 155 Emails Circulated

If I have circulated an email not included on the agenda and you consider that it should be discussed, please raise the item at this point.

Agenda Item 156 Clerk's Report

Minute		Action	Complete ✓
22/117		Awaiting NGT confirmation of location of defibrillator at Little Green.	
24/135		Changes to Vice Chairman and Standards committee updated on website.	✓
24/136		Minutes sent to BRN and updated on website.	✓
24/140		Planning responses sent to Babergh.	✓
24/141	b	Insurance renewed with Came & Company.	✓
24/141	c	Payments made to suppliers, individuals and organisations.	✓
24/141	d	Laura Smith removed from mandate with Unity Trust.	✓
24/141	e	Donation made to RBL Poppy Appeal and wreath purchased.	✓
24/141	f	Newton Open Gardens notified of £50 donation for the 2025 event.	✓
24/141	g	Donation made to Box River News.	✓
21/145		Community Wardens asked to cut hedging around 30mph sign on entry to Newton from Sudbury.	✓
		The Community Policing Team in Sudbury plan to attend your meeting in November.	
		Clerk's Actions & Delegated Power	
		None.	
		Clerk Hours	
		1st April to 29th September 2024 - Paid 312 / Worked 301.50 (Holiday Entitlement 67.20)	

Agenda Item 157e Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
EN/17/00411/COU	The Nut Farm, Land west of Perrywoods Garden Centre, Newton Road - An Enforcement Notice was issued 13 January 2020 against the unauthorised change of use of land from agriculture to a mixed use for agriculture and residential occupancy; the change of use of the land for the siting of 1 no. static caravan for residential occupancy; the change of use of the land for siting of touring caravans; the change of use of the land for the siting of a horsebox; the change of use of the land for the domestic items not related to the agricultural use of the land; the change of use of the land for the siting of a portable toilet and operational development involving the erection of sheds, outbuildings and livestock enclosures.			Babergh is currently taking legal action against non-compliance with notice. Case is due for hearing in Magistraites Court in May 2025.
DC/24/00386	Willow Farm, Further Street, Assington – Change of use of agricultural land and excavation of a field to create a Private Lake.	24/025c	No comment	
DC/24/03113	Hurrells Farm, Boxford Lane - Application under Section 19 of The Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) for DC/20/04875 dated 10/06/2021 Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access.- To vary Condition 2 (Approved Plans and Documents) and Condition 3 (agreement of Design Details) - New drawings and numbers to reflect changes on-site whilst works are underway and to allow for change of design following a pre-application.	24/128a	Support	
DC/24/03111	Hurrells Farm, Boxford Lane - Application under S73a for Removal or Variation of a Condition following grant of Planning Permission DC/20/04874 dated 10/06/2021 Town and Country Planning Act 1990 (as amended) - Conversion of and extension to outbuildings to form 1No dwelling and alterations to vehicular access.. To vary Conditions 2 (Approved Plans and Documents), 3 (Landscaping Scheme), 5 (Design Details) 6 (Visibility Splays), 8 (Ecological Appraisal Recommendations), 9 (Biodiversity Enhancement Strategy), 10 (Wildlife Sensitive Lighting), 11 (Land Contamination Investigation and Remediation) - New drawings to reflect changes on-site whilst works are underway and to allow for change of design following a pre-application. new drawing numbers to reflect changes.	24/128b	Support	
DC/24/03310	Saracens Cottage, The Green - Erection of 1No dwelling (following demolition of existing).	24/140a	Support	
DC/24/03864	Goldings Farm Barn, Rectory Road - Application for Listed Building Consent. Works to dwelling as per Design and Access Statement.	24/140b	No comment	
DC/24/03863	Goldings Farm Barn, Rectory Road - Retention of works to dwelling as per Design and Access Statement.	24/140c	No comment	

Agenda Item 158a RFO Report

Payments made since the last meeting

	Net	VAT	Gross	Budget
Box River News	£360.00	£0.00	£360.00	Newsletter Reserve
RBL Poppy Appeal	£100.00	£0.00	£360.00	Donations
Unity Trust	£18.00	£0.00	£18.00	Bank Charges

Receipts since the last meeting

Babergh District Council	£10,725.50	Precept
Unity Trust	£182.76	Bank Interest

1 October 2024 (2024 - 2025)

Newton Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Precept	21,451.10	21,451.00	-0.10 (0%)			0.00 (N/A)	-0.10
CIL		61.44	61.44 (6144%	7,035.00	3,316.10	3,718.90 (52%)	3,780.34
Grants	212.64		-212.64 (-100%)			0.00 (N/A)	-212.64
Recycling	500.00		-500.00 (-100%)			0.00 (N/A)	-500.00
Other Income	575.00	6,667.31	6,092.31 (1059%			0.00 (N/A)	6,092.31
Clerk Salary			0.00 (N/A)	14,334.79	6,263.74	8,071.05 (56%)	8,071.05
Administration			0.00 (N/A)	3,864.00	2,569.76	1,294.24 (33%)	1,294.24
Annual Subscription			0.00 (N/A)	550.00	510.15	39.85 (7%)	39.85
Asset Management			0.00 (N/A)	800.00		800.00 (100%)	800.00
Open Spaces			0.00 (N/A)	650.00	200.00	450.00 (69%)	450.00
Donations			0.00 (N/A)	800.00	460.00	340.00 (42%)	340.00
Digital			0.00 (N/A)	1,176.00	646.60	529.40 (45%)	529.40
Projects & Events			0.00 (N/A)	750.00		750.00 (100%)	750.00
Other Payments			0.00 (N/A)		6,190.00	-6,190.00 (-6190(	-6,190.00
NET TOTAL	**22,738.74**	**28,179.75**	**5,441.01 (23%)**	**29,959.79**	**20,156.35**	**9,803.44 (32%)**	**15,244.45**

Total for ALL Cost Centres	28,179.75	20,156.35
V.A.T.	5,250.31	1,982.54
GROSS TOTAL	**33,430.06**	**22,138.89**

Committed Spending

Meeting Date	Minute	Supplier	Cost Net	VAT	Total	Budget
10/07/24	24/114	Newton PCC	£200.00	£0.00	£200.00	Donations
10/07/24	24/114	Newton VH	£250.00	£0.00	£250.00	Donations (Pro-rata 2024/25)
11/09/24	24/141e	RBL	£20.83	£4.17	£25.00	Administration
11/09/24	24/141f	Open gardens	£50.00	£0.00	£50.00	Donations
			£520.83	£4.17	£525.00	

	Bank Reconciliation at 30/09/2024			
	Cash in Hand 01/04/2024			27,207.05
	ADD			
	Receipts 01/04/2024 - 30/09/2024			33,430.06
				60,637.11
	SUBTRACT			
	Payments 01/04/2024 - 30/09/2024			22,138.89
A	**Cash in Hand 30/09/2024** (per Cash Book)			**38,498.22**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2024	0.00	
	Unity Trust Bank - Current Account	30/09/2024	11,948.30	
	Unity Trust Bank - Savings Accoun	30/09/2024	26,549.92	
				38,498.22
	Less unpresented payments			
				38,498.22
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**38,498.22**
	A = B Checks out OK			

1 October 2024 (2024 - 2025)

Newton Parish Council
Reserves Balance
2024 - 2025

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Election Costs	1,500.00				1,500.00
Legal Fees	1,000.00				1,000.00
Newsletter	2,880.00	-360.00			2,520.00
CIL	9,353.19		3,316.10	61.44	6,098.53
Asset Replacement	2,000.00				2,000.00
Total Earmarked	**16,733.19**	**-360.00**	**3,316.10**	**61.44**	**13,118.53**
TOTAL RESERVE	**16,733.19**	**-360.00**	**3,316.10**	**61.44**	**13,118.53**
GENERAL FUND					25,379.69
TOTAL FUNDS					38,498.22

Payments for your authorisation

	Net	VAT	Gross	Budget

None.

Agenda Item 159 Maintenance Programme

The Community Wardens conduct our inspection process for the equipment in the Recreation Ground on a fortnightly basis. In addition to looking at the signage, MUGA, play equipment and the forever fit equipment, they also empty the litter bin outside the MUGA and check the dog poop bag dispensers on the Green. This is supplemented by Cllr Evers reviewing the area when she visits the grounds.

RoSPA undertakes an annual inspection of the equipment on the grounds and provides NPC with a report detailing their findings. The Community Wardens resolve any minor problems identified by RoSPA or we refer the remainder back to the manufacturer.

MUGA

For the past couple of years during the Spring, we have used Premier Sports Surfaces to clean and maintain the MUGA surface and I do not see any reason to change this in 2025.

Forever Fit Equipment

In 2024, we used Broxap to replace a broken arm on one of the FFE's and to service all the remaining items. For 2025, I would suggest that the councillors consider taking up a service contract with Broxap to attend the site in March / April and undertake the following:

1 x BX/SG SERVICE Annual Service of Sunshine Gym Outdoor Fitness Equipment = **£395.00 ex VAT**

Completed by Sunshine Gym qualified RPII Operational Inspector
All parts operationally checked
Water resistant coating applied
Moving parts re-lubricated
Any loose fixings tightened.

Play Equipment

Refer to Wicksteed for issues we are unable to resolve locally.

Agenda Item 160 Reserves Policy

Please refer to the document attached to the meeting pack. I have highlighted the proposed changes in yellow.

Agenda Item 161 Newton website accessibility statement

The following update has been made to the Accessibility Statement page on the Newton website:

Accessibility statement for Newton Parish Council

Newton Parish Council runs this website. We want as many people as possible to be able to use this website. For example, that means you should be able to:

- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software.
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

We've also made the website text as simple as possible to understand. AbilityNet has advice on making your device easier to use if you have a disability.

How accessible this website is

We know some parts of this website are not fully accessible:

- you cannot modify the line height or spacing of text
- we can't guarantee the full accessibility of our PDF documents or Word documents to screen reader software.

The "Missing Form Label" error, which is highlighted by Wave within the Search Box available on various pages of the website, Is not an error according to Community Action Suffolk, who have developed the template on which this website is based.

What to do if you cannot access parts of this website

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille:

- email clerk@newton-pc.gov.uk
- call 01787 375085.

We'll consider your request and get back to you in 10 days.

Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we're not meeting accessibility requirements, contact Dave Crimmin via email clerk@newton-pc.gov.uk or phone 01787 375085.

Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you're not happy with how we respond to your complaint, contact the Equality Advisory and Support Service (EASS).

Technical information about this website's accessibility

Newton Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. This website is fully compliant with the Web Content Accessibility Guidelines version 2.1 AA standard.

How we tested this website

This website was last tested on 27th September 2024. Newton Parish Council undertook its own testing. The test was performed using the Wave Accessibility software. We tested our main website platform, available at www.newton.onesuffolk.net

What we're doing to improve accessibility

We are constantly looking at our website accessibility alongside our website developers and where we can improve on it we will. We follow a specific set of guidelines to ensure all our content meets the WCAG 2.1 Standard.

This statement was prepared on 22nd July 2020. It was last updated on 27th September 2024.