Associated Papers NPC for Meeting on 19th March 2025

Agenda Item 44 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 46 Councillor Vacancies

The closing date for applications to be submitted for the councillor vacancies is the 17th March 2025. If any applications are received, I will circulate to you on the 18th March 2025.

Agenda Item 48 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 49 Clerk's Report

Minute		Action	Complete ✓
22/117		NPC do not need any further approval for the defibrillator outside Juglans.	✓
25/020		Notice Board, website and SALC updated with new chairman details	✓
25/024		Minutes sent to BRN and updated on website.	✓
25/029		Clerk's appraisal now scheduled for the 24th March 2025.	
25/031	a	Payments made to suppliers.	✓
25/031	b	David Everett removed from bank mandate.	✓
25/033		Signed SLA returned to Sudbury Town Council.	✓
25/034		Arranged deliver of road signs from Sudbury Town Council for litter pick. Wrote to Newton Grove associations regarding litter pick.	✓
25/035		Updated Policies and Procedures on website.	✓
25/037		Newton Neighbourhood Plan scheduled for bi-monthly reviews by NPC.	✓
25/041		New Contract of Employment signed by Clerk and given to chairman.	✓
		Clerk's Actions & Delegated Power	
		Purchase of padlocks for MUGA and spare keys for NPC cabinet at Village Hall.	
		Clerk Hours	
		1st April 2024 to 16th February 2025 - Paid 552 / Worked 551.25 (Holiday Entitlement 67.20)	

Associated Papers NPC for Meeting on 19th March 2025

Agenda Item 50b 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.
AP/24/00095	Planning Appeal Land West Of, Blacksmith Close - Reference APP/W3520/W/24/3351995 against refusal of application for the Erection of 9No. Dwellings (1No Affordable)	24/173a	No further comment	

Agenda Item 51a RFO Report

Please see below the payments made since the last meeting and due your authorisation at the March meeting. This section will be updated in full and sent to you on the 18th March 2025.

Payments made since the last meeting

	Net	VAT	Gross	Budget
Auto Innovations	£80.00	£16.00	£96.00	CIL
Unity Trust	£6.00	£0.00	£6.00	Service charges

Payments for your authorisation

	Net	VAT	Gross	Budget
Geoxphere Ltd	£54.00	£10.80	£64.80	Digital Software
DF Crimmin salary	£2,498.52	£0.00	£2,498.52	Clerk Salary
DF Crimmin WFHA	£78.00	£0.00	£78.00	Clerk WFHA
HMRC	£761.64	£0.00	£761.64	Clerk Tax & NPC NI
DF Crimmin	£450.37	£20.82	£471.19	Various Expenses.

Associated Papers NPC for Meeting on 19th March 2025

Agenda Item 51a Clerk's Expenses

		Postage					Printing			Travel
Date	Description	1st	2nd	Other	Date	Description	A4 Print	A3 Print	Lams	Miles
					05/09/24	Notice Board	8		8	
					06/09/24	Meeting Pack	168		6	
					28/09/24		35			
					04/10/24	Notice Board	8		8	
					07/10/24	Meeting Pack	448	8		
					07/10/24	New Councillor Pack	125			
					06/11/24		97			
					08/11/24	Notice Board	8		8	
					11/11/24	Meeting Pack	150			
					18/11/24	Vacancy Notices	2		2	
					29/11/24		56			
					06/12/24	Notice Boards	10		10	
					09/12/24	Meeting Packs	238			
					13/12/24	Vacancy	2		2	
					02/01/25	Notice Boards	25		10	
					06/01/25	Meeting Packs	139			
					09/01/25		75			
					18/01/25	Contract & Appraisal	40			
					23/01/25	Vacancy & NHS	4		4	
					24/01/25		35			
					02/02/25		34			
					05/02/25	MUGA	2		2	
					06/02/25	Notice Boards	8		8	
					07/02/25	Meeting Packs	455			
					10/02/25	Hammersmith Bridge	40			
					14/02/25	Vacancy & roles	6		6	
					14/02/25	2 x CoE	20			
		0	0				2238	8	74	0
		£0.00	£0.00	£0.00			£156.66	£1.12	£14.80	£0.00

Expenditure on behalf of Newton Parish Council

Date	Description	Ref	Gross	VAT	Net	
06/09/24	Microsoft 365 App for Business for 1/8/2024 to 31/8/2024	1	£10.32	£1.72	£8.60	Digital - Software
12/09/24	RBL - Wreath	2	£25.00	£4.17	£20.83	Admin
05/10/24	Microsoft 365 App for Business for 1/9/2024 to 30/9/2024	3	£10.32	£1.72	£8.60	Digital - Software
05/11/24	Microsoft 365 App for Business for 1/10/2024 to 31/10/2024	4	£10.32	£1.72	£8.60	Digital - Software
12/11/24	Microsoft 365 App for Business for 11/11/2024 to 11/11/2024	4a	£10.32	£1.72	£8.60	Digital - Software
15/11/24	McAfee - one year subscription to 15/12/2025	5	£89.99	£0.00	£89.99	Digital - Software
12/12/24	Microsoft 365 App for Business for 11/12/2024 to 11/12/2024	6	£10.32	£1.72	£8.60	Digital - Software
05/01/25	McAfee - PC Optimizer added to subscription	7	£24.99	£0.00	£24.99	Digital - Software
13/01/25	Microsoft 365 App for Business for 11/1/2025 to 11/1/2025	8	£10.32	£1.72	£8.60	Digital - Software
27/01/25	Best Host - Email Ultimate	9	£16.75	£0.00	£16.75	Digital - Software
05/02/25	Newton Open Gardens - Donation of 600 pages		£42.00	£0.00	£42.00	Donations
06/02/25	Amazon - Padlocks for MUGA	10	£18.59	£3.10	£15.49	Admin
09/02/25	Replacement Keys - VH cabinet	11	£9.05	£1.51	£7.54	Admin
12/02/25	Microsoft 365 App for Business for 11/2/2025 to 11/2/2025	12	£10.32	£1.72	£8.60	Digital - Software

Postage		£0.00		£0.00	
Printing		£157.78		£157.78	
Laminates		£14.80		£14.80	
Travel Costs		£0.00		£0.00	
Total		**£471.19**	**£20.82**	**£450.37**	Balanced

Mileage rate from 6/4/2011	**45p**
1st Class Post	**£1.35**
2nd Class Post	**£0.85**
A4 Printing per page	**7p**
A3 Printing per page	**14p**
Laminates	**20p**

Digital - Software	£191.93
Donations	£42.00
Admin - Office Expenses	£216.44
VAT	£20.82
	£471.19

Associated Papers NPC for Meeting on 19th March 2025

Agenda Item 51b Asset Register
Attached with this pack is NPC's Asset Register.

Agenda Item 53 NPC Data Map
Attached with this pack is the NPC Data Map.

Agenda Item 54 Parish Survey
Following the update on the pedestrian crossing project, do councillors want to conduct a parish survey in the last 2 weeks of April?

Agenda Item 55 Litter Pick & Coffee Morning
Final check on the arrangements for Saturday 29th March 2025.