DRAFT NEWTON PARISH COUNCIL

Minutes of Meeting held on 14th October 2026 at Newton Village Hall

Present: Councillors Paul Presland (Chairman), Rebecca Major, Rita Schwenk and Janys Sherwood.

Attending: Lee Parker (Babergh District Councillor), Philip Faircloth-Mutton (Suffolk County Councillor) and Dave Crimmin (Clerk).

26/168 Apologies for Absence

Cllrs Evers (ill), Bower (abroad) and Taylor sent their apologies.

26/169 Declaration of Interests and Requests for Dispensation

No declaration of pecuniary interests was made and no request for dispensation was received.

26/170 Minutes of Meeting held on 2nd September 2026

The councillors approved the meeting minutes and resolved that the chairman should sign them as a correct record.

26/171 Public Participation

Lee Parker updated councillors on the agenda for the forthcoming meeting that Babergh has with Town and Parish Councils. He is still trying to obtain the number of Newton dwellings in each of the council tax bands. Philip Faircloth-Mutton updated councillors on the status of the LGR and Mayoral processes as well as the status of the Walking Infrastructure Project. The Clerk raised his concerns on the lack of communication from SCC on the priorities of the Walking Infrastructure Project in terms of legal resources being allocated to the project and the issue of grit on the footpath following the resurfacing works on the A134 in the summer.

26/172 Emails circulated

Following a review of the emails circulated the councillors agreed to send the Quay Theatre the donation application form so they could outline their request for support.

26/173 Clerk's Report (Appendix A)

Following a review of the Clerk' Report the councillors agreed they meet at the allotments on Saturday 31st October 2026 at 10.30am to discuss the boundary with tenants. The Clerk to invite the tenants to the meeting.

26/174 Planning

a. The councillors reviewed **Planning Application DC/26/0363**8 **Agricultural Building To The East Of Joes Road** - Conversion of agricultural building to 1no. dwelling and resolved to support the application.
b. The councillors reviewed **Planning Application DC/26/03575 Perrywood Garden Centre, Newton Road** - Planning application for the installation of a rising main for foul drainage disposal and resolved to support the application.
c. The councillors reviewed **Planning Application DC/26/04284 Perrywood Garden Centre, Newton Road** - Application under Section 73A of The Town and Country Planning Act for DC/20/03810 (New garden centre building and ancillaries) and DC/23/05872 (A variation) for the removal or variation of Conditions 2 (Approved plans and documents) and 21 (Phasing of the development) of DC/23/05872 to enable interim scheme changes and resolved to support the application.
d. The council has not received any further planning application since the agenda was posted, requiring a response before the next meeting.
e. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix B).

Signed _____ Date

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26/175 Recruitment of a new Clerk

The councillors reviewed the 8 applicants who had put their names forward for the position of Clerk & RFO. They agreed to interview 4 applicants on Tuesday 27th October 2026 and one on the morning of Wednesday 4th November 2026. The HR Committee and Clerk will interview the applicants, and Cllr Sherwood will undertake the meet and greet role. Refreshments will be provided to applicants, who will be offered a reimbursement of their travel expenses. Lunch will be provided to the interview team.

26/176 Finance

a. The councillors authorised all payments made and due for authorisation, as itemised in the RFO Report (Appendix C) They also noted the income received since the last meeting, the bank reconciliation and the actual vs. budget for receipts and payments.
b. The councillors resolved to donate £100 to the RBL Poppy Appeal £360 towards the publication costs of the Box River News from its Restricted Reserve for a Newton newsletter,
c. The councillors resolved to take up the 3-year long term agreement for the insurance policy.
d. The councillors resolved that the Clerk proceeds with the installation of the defibrillator consumables at a cost of £1,070 plus delivery ahead of him leaving the council.
e. The councillors resolved that the Clerk was entitled to an increase from £20.66 to £21.34 per hour backdated to the 1st April 2026. They also resolved that in accordance to his contract of employment, he will be entitled to be paid for any holiday untaken as at the 31st December 2026.

26/177 Walking Infrastructure Project

The councillors reviewed the latest Counsel Advice that SCC Legal has obtained about the project. To date, the advice has been to deregulate the land to be used for the footpath as part of the Village Green, and to substitute it from land in the recreation ground. Whilst the advice comes with caveats, there has not been any showstoppers to date.

The next stage is for a review of the Newton Green Trust's (NGT) power to either:

- transfer land on the Green and Recreation Ground to SCC Highways or
- to dedicate the land in the Recreation Ground as the substitute land as part of the deregulation process and then dedicated the land on the Green as Highway.

SCC Legal has not made any firm opinions on these points and have stated that NGT should obtain its own legal advice on the issues. The councillors agreed that the Clerk issue the latest Counsel Advice received to the trustees and liaise with them regarding the two issues.

26/178 Neighbourhood Plan

Cllr Presland updated councillors that the Working Party had met this month to review the existing Neighbourhood Plan against the feedback from the survey and experiences of how the plan has worked since its adoption. There has also been a meeting with Chris Bowden, the planning consultant on the review, and it is hoped that Babergh will be able to provide an indication on when the site selection outcomes, and growth numbers that Newton will be targeted to achieve, will be made available.

26/179 Website Accessibility

The councillors noted that the Clerk had review the website's accessibility on the 29th September 2026.

Signed _____ Date

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26/180 Walk of the Parish

Cllr Schwenk raised the issue of a large stone in the bund at the entrance to playing field which the Clerk will liaise with Gary Flowers to be removed.

26/181 Questions to the Chair

Cllr Schwenk informed councillors that security at the village hall was being reviewed. The PCC will be contacting the council regarding changes it would like to make to the Church Road Sign on the verge of the A134, which is an NPC asset.

26/182 Next meetings

NPC's next meeting is scheduled for Wednesday 11th November 2026 in the Village Hall, starting at 7.30pm.

The meeting closed at 9.05pm.

Appendix A Clerk's Report

Minute		Action	Complete ✓
26/055		New signage for recreation ground has not been ordered to date.	
26/141		Resident at property in Church Road has removed rubbish.	✓
26/160		Standing Orders and Financial Regulations updated on website.	✓
26/151		Minutes sent to BRN and updated on website.	✓
26/156		Responses to planning applications sent to the LPA.	✓
26/157		Suppliers paid.	✓
26/164		All actions undertaken re adverting of Clerk vacancy.	✓
		Clerk's Actions & Delegated Power	
		Wrote to SCC Highways and Phillip Faircloth-Mutton re chippings on pavement on 3 occassions. No response to date.	
		Councillors' Actions	
		Cllr Taylor - Repair to tennis net and removal of MUGA cage.	
		Cllr Bower - Removal of MUGA cage.	
		Cllr Presland - Allotment tenants meeting.	
		Lee Parker - Council tax bands for Cllr Sherwood.	
		Clerk Hours	
		1st April to 4th October 2026 Hours - Paid 324 / Worked 328.75 / Holiday taken 24.	

Appendix B Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
DC/26/02261	Browns Barn, Boxford Lane - Installation of Solar Panels to north and east roof ranges (retention of).	26/127b	Support	Permission 01/10/2026
DC/26/02608	Land Rear Of Brook Farm, Sudbury Road - Erection of 1no. self build dwelling and associated outbuilding.	26/143a	Objected	
DC/26/02703	Plough Cottage, Rectory Road - Erection of a single storey side and rear extension.	26/143b	Support	

Signed _____ Date

Newton Parish Council adopted the General Power of Competence on the 17th May 2023

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Appendix C RFO Report

Payments made since last meeting

SLCC	Clerk's Membership	£ 200.00
Purchase Card	Krystal – Website hosting	£ 8.40
Purchase Card	Microsoft – Office 365	£ 10.21
Purchase Card	1p Mobil – Monthly charge	£ 10.00
Purchase Card	Monthly fee August	£ 3.00
Gallagher	Insurance	£1,778.44
SCC Highways	Legal Fees	£2,750.00
Unity Trust	Service Charges September	£ 7.00

Income received since last meeting

Babergh	Precept	£15,190.77
Unity Trust	Interest on Savings Account	£ 400.92

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			56,664.75
	ADD			
	Receipts 01/04/2026 - 30/09/2026			53,813.36
				110,478.11
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			20,292.09
A	**Cash in Hand 30/09/2026** (per Cash Book)			**90,186.02**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2026	0.00	
	Unity Trust Bank - Current Account	30/09/2026	9,650.45	
	Unity Trust Bank - Savings Accoun	30/09/2026	80,535.57	
	Lloyds Corporate Purchasing Card	30/09/2026	0.00	
				90,186.02
	Less unpresented payments			
				90,186.02
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**90,186.02**
	A = B Checks out OK			

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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
Administration			0.00 (N/A)	4,287.00	3,064.59	1,222.41 (28%)	1,222.41
Annual Subscription			0.00 (N/A)	585.00	549.35	35.65 (6%)	35.65
Asset Management			0.00 (N/A)	4,360.00	3,304.84	1,055.16 (24%)	1,055.16
CIL		20,188.60	20,188.60 (20188			0.00 (N/A)	20,188.60
Clerk Salary			0.00 (N/A)	15,722.68	7,037.80	8,684.88 (55%)	8,684.88
Digital			0.00 (N/A)	1,019.00	93.06	925.94 (90%)	925.94
Donations			0.00 (N/A)	800.00	250.00	550.00 (68%)	550.00
Grants	213.00		-213.00 (-100%)			0.00 (N/A)	-213.00
Neighbourhood Plan Review			0.00 (N/A)		261.10	-261.10 (-2611(	-261.10
Open Spaces			0.00 (N/A)	4,800.00	1,840.95	2,959.05 (61%)	2,959.05
Other Income	535.00	733.70	198.70 (37%)			0.00 (N/A)	198.70
Other Payments			0.00 (N/A)			0.00 (N/A)	0.00
Precept	30,381.54	30,381.54	0.00 (N/A)			0.00 (N/A)	0.00
Projects & Events			0.00 (N/A)			0.00 (N/A)	0.00
Recycling	330.00	986.00	656.00 (198%)			0.00 (N/A)	656.00
Walking Infrastructure Project			0.00 (N/A)		2,750.00	-2,750.00 (-2750(	-2,750.00
NET TOTAL	**31,459.54**	**52,289.84**	**20,830.30 (66%)**	**31,573.68**	**19,151.69**	**12,421.99 (39%)**	**33,252.29**

Total for ALL Cost Centres	52,289.84	19,151.69
V.A.T.	1,523.52	1,140.40
GROSS TOTAL	**53,813.36**	**20,292.09**

Committed Spending						
Meeting Date	**Minute**	**Supplier**	**Budget**	**Budget Amount**	**Plus VAT**	**Spend to Date**
12/11/25	25/191	LUC	CIL - NP Consultancy	£9,608.81	Yes	£0.00
11/02/26	26/032	Suffolk Highways	CIL- WI Project	£20,000.00	No	£2,750.00

Payments for your authorisation

	Net	VAT	Gross	Budget

NONE

End of Appendices

Signed _____ Date

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