

NEWTON PARISH COUNCIL

Minutes of Meeting held on 10th September 2025 at Newton Village Hall

Present: Councillors Paul Presland (Chairman), Russell Bower, Louise Evers, Rita Schwenk, Janys Sherwood and Phil Taylor.

Attending: Lee Parker (Babergh District Councillor), Dave Crimmin (Clerk) and eight residents.

25/145 Apologies for Absence

James Finch (Suffolk County Councillor) sent his apologies.

25/146 Declaration of Interests and Requests for Dispensation

Cllr Bower declared a non-pecuniary interest in item 25/153d, donation to the RBL Poppy Appeal.

25/147 Minutes of Meeting held on 19th July 2025

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

25/148 Councillor Vacancy

The Clerk reported that no valid application had been received for the councillor vacancy.

25/149 Public Participation

Mr Barnes presented to the councillors his proposal to develop 9 dwellings between Manders and 1 Assington Road. He indicated that the development would include two pairs of affordable semi-detached dwellings, a pond and a zebra crossing. The councillors and residents present asked several questions; access to and from the site, the biodiversity net gain of the development, the Manders business car parking requirement, whether the site was in the existing settlement boundary, whether the proposal conformed to Newton's Neighbourhood Plan (NNP) and how the proposals had been communicated to adjoining residents. Mr Barnes confirmed that only the owner of the land was aware of the proposal until NPC were notified last week via the District Councillor. The Chairman thanked Mr Barnes for his attendance and mentioned that if any formal planning application was submitted for the scheme, NPC would review its merits and its conformity with the NNP.

The councillors reviewed Lee Parker's and James Finch's previously submitted reports and appreciated the issues raised. Cllr Parker updated councillors on the Local Government Review and the enforcement action at Rotten Row Barn.

25/150 Emails circulated

Following a review of the emails circulated there were no issues raised.

25/151 Clerk's Report (Appendix A)

Following a review of the Clerk's report there were no further actions requested of the Clerk. The Clerk updated councillors that the gates had now been installed at the allotments.

25/152 Planning

- a. The councillors reviewed **SCC Planning Application SCC/0121/25/DoR** - Bramford to Twinstead - For information: Discharge of requirement 4(1)(c) and resolved that they had no comments.
- b. Three Planning Applications had been received since the agenda was posted requiring a response before the next scheduled meeting. Councillors considered **SCC Planning Application SCC/0122/25/DoR** - Bramford to Twinstead - Discharge of requirement 4(1)(c) Construction Traffic Management Plan and resolved that they had no comments. The councillors considered **Planning Application DC/25/03496 The Deans Sudbury Road** - Removal of cement render cladding, basic repairs to frame, installing some insulation and recladding with Lime plaster and repair to garden wall and resolved to support the

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application. The councillors considered **Planning Application DC/25/03880 The Deans Sudbury Road** - Listed Building Consent - Removal of cement render cladding, basic repairs to frame, installing some insulation and recladding with Lime plaster and repair to garden wall and resolved to support the application.

- c. The councillors reviewed the status of previous applications, appeals and enforcement referrals (Appendix B).

25/153 Finance

- a. The councillors reviewed the Asset Register and resolved that it correctly reflected the assets held by NPC.
- b. The councillors reviewed and accepted the insurance renewal from Gallagher as it covered all the council's assets and the risks associated with its operation.
- c. The councillors authorised all payments made, as itemised in the RFO Report (Appendix C) as well as the insurance payment of £1,739.51 They also noted the income received since the last meeting, the bank reconciliation and the actuals vs. budget for the receipts and payments.
- d. The councillors resolved to donate £100 towards the RBL Poppy Appeal. Cllr Bower will source the poppy wreath for NPC to present on Remembrance Sunday.

25/154 Parish Infrastructure Investment Plan (PIIP)

The councillors noted the response from Babergh in relation to District CIL applications and Highway improvements.

25/155 Pedestrian crossing

The councillors were pleased with the news that following the pedestrian crossing feasibility study, Suffolk Highways were now proceeding with the design and costing stage of the project. Suffolk Highways expect to have the design and costs back to NPC by early November.

25/156 Parish Survey

The councillors agreed to defer a decision on the date of the next parish survey, until the pedestrian crossing design and cost are known.

25/157 Neighbourhood Plan

The councillors reviewed the option of a meeting with Chris Bowden to discuss the options open to them to review the Newton's Neighbourhood Plan and they resolved to hold a Zoom meeting with him at a cost of £250.

25/158 Year Plan

The councillors reviewed the latest status of NPC's Year Plan and were happy with its progress.

25/159 GDPR Data Map

The councillors reviewed that GDPR Data Map and agreed that it accurately reflected NPC's current responsibilities in terms of data protection.

25/160 Standing Orders and Financial Regulations

The councillors reviewed the Standing Orders and the amended Financial Regulations and resolved their adoption by NPC.

25/161 Walk of the Parish

Cllrs Bower and Taylor will repair the benches by the war memorial. Cllr Presland still has the tree plaques which are awaiting refurbishment. Cllr Presland will liaise with the Clerk to issue keys to allotment holders and instal locks on the allotment gates.

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The next Litter Pick will be on 28th March 2026. The councillors agree a budget of £20 to ensure that appropriate signage is produced for the event.

25/163 Village Hall and Trust updates

Cllr Schwenk updated councillors that the committee are now looking at the refurbishment of the committee room and toilets and that a new committee member is expected to join in December. Cllr Taylor informed councillors that the Trust is arranging for the ponds around the Green to be maintained before the end of February 2026 and for the trees on the Trust's land to be reviewed by Suffolk Tree Services over the winter.

25/164 Questions to the Chair

Cllr Schwenk raised the issue of weed growth over a pavement along the A134 by Tinkers Croft.

25/165 Next Meeting

The councillors resolved to move the next meeting to Tuesday 7th October, rather than Wednesday 8th October, due to councillors' availability.

The meeting closed at 9.32 pm.

Appendix A Clerk's Report

Minute	Action	Complete ✓
25/128	Minutes sent to BRN and updated on website.	✓
25/133	Sent NPC's views on planning application to the LPA.	✓
25/134 a	Made payments to suppliers.	✓
25/134 b	Application made for Corporate MultiPay card.	✓
25/135	Pedestrian Crossing survey responses given to SCC Highways.	✓
25/136	Terms of Reference for the NP Working Party published on website.	✓
25/137	IT and Email Policy published on website.	✓
25/138	Email hosting provider changed to Krystal in August.	✓
25/139	PIIP published on website and copy sent to Babergh.	✓
	Clerk's Actions & Delegated Power	
	Website Accessibility reviewed in August.	
	Clerk Hours	
	1st April to 24th August 2025 - Paid 252 / Worked 233.25 / Holiday taken 24 hours.	

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Appendix B Planning Status

BDC Ref	Application	NPC Ref	NPC Response	BDC Response
SCC/0073/25/DoR	Bramford to Twinstead - The National Grid (Bramford to Twinstead Reinforcement) Order 2024: Schedule 3, Requirement 4(1)(c) – Construction Traffic Management Plan - Stage 1	25/114a	No comment.	
DC/25/02375	Land Rear Of Juglans, Sudbury Road - Application under S73a for Removal or Variation of a Condition following grant of Planning Permission DC/22/05206 dated 15/12/2022 (and subsequent NMA under DC/24/01677) Town and Country Planning Act 1990 (as amended) - To vary Condition 2 (Approved Plans and Documents) for design changes to Plot 3 only as per submitted plans and documents	25/114b	No objections.	Permission 25/07/2025
DC/25/03010	1A Links View - Erection of a garage/workshop	25133a	Objected	

Appendix C RFO Report

Payments made since last meeting

Unity Trust	Service Charge July	£6.00
Unity Trust	Service Charge August	£6.00

Receipt received since last meeting

None

Bank Reconciliation at 31/08/2025			
Cash in Hand 01/04/2025		37,365.79	
ADD Receipts 01/04/2025 - 31/08/2025		15,976.78	
SUBTRACT Payments 01/04/2025 - 31/08/2025		53,342.57	
A Cash in Hand 31/08/2025 (per Cash Book)		8,811.88	
		44,530.69	
Cash in hand per Bank Statements			
Petty Cash 31/08/2025		0.00	
Unity Trust Bank - Current Account 31/08/2025		17,477.37	
Unity Trust Bank - Savings Account 31/08/2025		27,053.32	
		44,530.69	
Less unpresented payments			
Plus unpresented receipts			
B Adjusted Bank Balance		44,530.69	
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 +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Administration			0.00 (N/A)	3,934.00	538.00	3,396.00 (86%)	3,396.00
Annual Subscription			0.00 (N/A)	550.00	341.59	208.41 (37%)	208.41
Asset Management			0.00 (N/A)	4,510.00	395.00	4,115.00 (91%)	4,115.00
CIL			0.00 (N/A)		2,908.83	-2,908.83 (-2908%)	-2,908.83
Clerk Salary			0.00 (N/A)	15,212.85	3,404.09	11,808.76 (77%)	11,808.76
Digital			0.00 (N/A)	860.00		860.00 (100%)	860.00
Donations			0.00 (N/A)	800.00	350.00	450.00 (56%)	450.00
Grants	212.64		-212.64 (-100%)			0.00 (N/A)	-212.64
Open Spaces			0.00 (N/A)	4,565.00	143.00	4,422.00 (96%)	4,422.00
Other Income	535.00	157.32	-377.68 (-70%)			0.00 (N/A)	-377.68
Other Payments			0.00 (N/A)			0.00 (N/A)	0.00
Precept	26,479.94	13,239.97	-13,239.97 (-50%)			0.00 (N/A)	-13,239.97
Projects & Events			0.00 (N/A)	750.00		750.00 (100%)	750.00
Recycling	425.00		-425.00 (-100%)			0.00 (N/A)	-425.00
NET TOTAL	27,652.58	13,397.29	-14,255.29 (-51%)	31,181.85	8,080.51	23,101.34 (74%)	8,846.05
Total for ALL Cost Centres		13,397.29			8,080.51		
V.A.T.		2,579.49			731.37		
GROSS TOTAL		15,976.78			8,811.88		

Committed Spending						
Meeting Date	Minute	Supplier	Cost Net	VAT	Total	Budget
		Sudbury TC	?	?	?	CIL - Comm Wardens 2024/25
10/07/24	24/114	Newton PCC	£200.00	£0.00	£200.00	Donations
14/05/25	25/099	Clerk	£250.00	£0.00	£250.00	CIL
			£450.00	£0.00	£450.00	

Payments for your authorisation

	Net	VAT	Gross	Budget
Babergh District Council	£1,245.00	£249.00	£1,494.00	Dog & Litter bin emptying
Flowers Groundcare	£500.00	£0.00	£500.00	CIL - Allotments
DF Crimmin	£2,658.40	£0.00	£2,658.40	Clerk Salary
DF Crimmin	£78.00	£0.00	£78.00	Clerk WFHA
HMRC	£975.32	£0.00	£975.32	Clerk Tax & NPC NI
DF Crimmin	£457.82	£19.39	£438.43	Expenses

End of appendices.

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