

LITTLE CORNARD PARISH COUNCIL
Minutes of Meeting held on 13th July 2021 at Newton Village Hall

Present: Councillors Clive Johnson (Chairman), Cheryl Crane, Karen Gilbert, Nick Hammond, Mark Irwin and Nigel Monk.

Attending: Lee Parker (Babergh District Councillor), D Crimmin (Clerk) and five members of public.

21/067 Apologies for Absence
Cllr Adams (holiday) sent her apologies.

21/068 Declaration of Interests and Requests for Dispensation
No interests were declared and no requests for dispensation had been received.

21/069 Minutes of Meeting held on 1st June 2021
The minutes of the meeting were approved by the councillors who resolved that the minutes should be signed by the Chairman as a correct record.

21/070 Public Forum
Lee Parker updated councillors that he had stepped down from Babergh's cabinet, that Assington and Newton's Neighbourhood Plans were now going to referendum and the enforcement action being undertaken by Babergh on land in Chapel Lane. He will try to identify the ownership of the pillbox in Spout Lane.

21/071 Emails circulated
After the councillors reviewed the emails circulated it was agreed that Cllr Hammond will draft a response to National Grid regarding update meetings on the Bramford to Twinstead project.

21/072 Clerk's Report (Appendix A)
After the councillors reviewed the Clerk's Report there were no actions required of the Clerk.

21/073 Finance

- a. All cheques signed and due for signing as itemised in Appendix B and a payment to Autela of £30 were authorised by the councillors. The councillors also noted the income received since the last meeting and reviewed the Statement of Accounts against the budget and the bank reconciliation against the bank statements.
- b. The councillors reviewed the proposed Reserves Policy and resolved its adoption for LCPC.
- c. The councillors reviewed the cash flow projection for the Village Hall following the completion of its outstanding projects. As the Village Hall would still have a healthy financial position after the projects are completed the councillors agreed that the Earmarked Reserve of £5,500 would remain until the Village Hall's position changes.

21/074 Planning

- a. The councillors reviewed **Adjoining Parish Planning Application DC/21/03351 Cornard United Football Ground, Blackhouse Lane, Great Cornard** - Erection of replacement floodlight system, to include 4 No 18m raise and lower floodlight poles and resolved to support the application.
- b. The councillors **reviewed Planning Application DC/21/03071 Land To The North Of The Bungalow, Bures Road** - Application under S73 for Variation or Removal of a Condition following grant of planning permission B/15/00813 dated 03/03/2016. Town and Country Planning Act 1990. Remove (Condition 2 Approved Plans and Documents) and (Condition 11 Provision of Parking) - Relocation of garages as per drawing 1242/01C and resolved to support the application.

Signed _____

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- c. There was a further planning application received after the agenda was posted which requires a response prior to the next scheduled meeting. The councillors reviewed **Planning Application DC/21/03084 Danwood, Slough Lane** - Installation of a bio disc or bio pure and soak away field to existing septic tank and resolved to support the application.
- d. The councillors reviewed the status of previous applications and appeals (Appendix C).

21/075 Neighbourhood Plan

Cllr Hammond updated councillors that the Parish Council, Steering Group and Chris Bowden are working on the responses to the issues raised during the Regulation 14 consultation. A final meeting to agree the changes to the draft LCNP is hoped to be completed by the 29th July 2021.

21/076 Highways, Footpaths and council assets

The councillors agreed to visit FP 17 and discuss with the landowner the repairs required to the footpath. Cllr Irwin reported that there may be a delay in the signage installation for the Quiet Lanes.

21/077 Questions to the Chair

Cllr Gilbert updated the councillors on the latest SID data which is now on the website.

21/078 Next Meeting

The next scheduled meeting will be held on Tuesday 14th September 2021 starting at 7pm.

The meeting closed at 8.15pm.

Appendix A Clerk's Report

| Minute | Action | Complete ✓ |
|----------|--|------------|
| 21/040 | Notified SALC of Chairman and representative. | ✓ |
| 21/044 | Minutes placed on website. | ✓ |
| 21/045 | Notified Village Hall of representatives. | ✓ |
| 21/046 | Notified Victoria Shennan of appointment as Internal Auditor. | ✓ |
| 21/051 | AGAR sent to PKF Littlejohn. | ✓ |
| 21/051 g | Payments made to suppliers. | ✓ |
| 21/053 | Response sent re LCNP. | ✓ |
| 21/054 | Response sent to National Grid consultation. | ✓ |
| 21/061 | Minutes placed on website. | ✓ |
| 21/063 | Planning comments sent to Babergh. | ✓ |
| 21/064 | Response sent to Planning Inspectorate. | ✓ |
| | | |
| SCC Ref | Highway Issues | |
| 293897 | Wyatts Lane - Reflective markers for steep bend missing on unlit bend of road. | |
| 294050 | Missing barrier at the pond in Upper Road / Chapel Lane. | |
| | | |
| | Clerk's Delegated Powers | |
| | Not used since last meeting. | |

Signed _____

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Appendix B RFO Report Receipts & Payments

| Date | Details | Ref | Power | Receipts | Payments |
|----------|---------------------------------|-----|-------------------|----------|----------|
| 01/06/21 | Sudbury TC - Comm Warden | 593 | LA 2011 ss 1 to 8 | 0.00 | 252.00 |
| 01/06/21 | BDC - Dog & Litter bin emptying | 594 | LA 2011 ss 1 to 8 | 0.00 | 208.75 |
| 30/06/21 | DF Crimmin - Salary Apr to June | 595 | LA 2011 ss 1 to 8 | 0.00 | 426.08 |
| 30/06/21 | DF Crimmin - WFHA Apr to June | 595 | LA 2011 ss 1 to 8 | 0.00 | 52.00 |
| 30/06/21 | HMRC - Clerk Tax | 596 | LA 2011 ss 1 to 8 | 0.00 | 106.40 |
| 13/07/21 | Westcotec - Bracket | 597 | LA 2011 ss 1 to 8 | 0.00 | 69.00 |

Bank Reconciliation

| | Statement Date | Statement Balance | Actual Balance | Unpresented Cheques | Credits not shown | Difference |
|--------------------|----------------|-------------------|----------------|---------------------|-------------------|------------|
| Treasurers Account | 28/05/21 | £15,376.47 | £14,234.16 | £1,142.31 | £0.00 | £0.00 |
| Cash | 07/04/21 | £0.00 | £0.00 | | | £0.00 |
| | | £15,376.47 | £14,234.16 | £1,142.31 | £0.00 | |

Budget v's Actual

| | Budget | Actual | | Reserves | Budget | Actual |
|------------------|------------------|-------------------|--------------------|------------------|------------------|-------------------|
| Assets B/Forward | | £10,378.36 | | | | |
| Income | | | Expenditure | | | |
| Precept | £7,000.00 | £3,500.00 | Clerks Salary | | £2,710.00 | £532.48 |
| Grants | £276.40 | £106.00 | Admin | | £1,658.00 | £52.00 |
| Bank Interest | £0.00 | £0.00 | Donations | | £750.00 | £0.00 |
| NP Grant | £0.00 | £0.00 | Subscriptions | | £355.00 | £190.44 |
| CIL | £0.00 | £0.00 | Insurance | | £200.00 | £0.00 |
| VAT Repayment | £0.00 | £1,582.55 | Inspection | | £200.00 | £0.00 |
| Other | £0.00 | £0.00 | Maintenance | | £700.00 | £231.46 |
| | | | Village Hall | | £0.00 | £0.00 |
| | | | Contingency | | £500.00 | £0.00 |
| | | | NP | | £500.00 | £0.00 |
| | | | Community Wardens | | £1,100.00 | £233.40 |
| | | | CIL | £1,977.42 | £0.00 | £0.00 |
| | | | VAT Paid | | £0.00 | £92.97 |
| Total | £7,276.40 | £5,188.55 | Total | £1,977.42 | £8,673.00 | £1,332.75 |
| | | | Assets C/Forward | | | £14,234.16 |
| Total | | £15,566.91 | Total | | | £15,566.91 |

Appendix C Planning Status

| Application Reference | Address | Planning Details | LCPC Minute | Parish Council Comments | Babergh DC Comments |
|-----------------------|------------------------------|---|-------------|-------------------------|---------------------|
| DC/21/01361 | Kingsbury House, Upper Road | Construction of dormer windows to the front elevation and velux windows to the rear to facilitate loft conversion with addition of pitched gable end roof. Re-position and replace windows. | 21/037a | Supported | Approved 29/04/2021 |
| DC/21/01313 | Peacock Hall, Kedington Hill | Change of use of land from agricultural to campsite and the construction of 4 No.glamping huts with parking. | 21/063a | Supported | Approved 01/07/2021 |

End of Appendices

Signed _____

Date