

**Wednesday 5<sup>th</sup> June 2019 at Old Newton Village Hall commencing at 7.30pm**

**Present:** M Clements, M Reeve, K Goudy, K Baker, J Harbidge, K Hall-Price (Clerk), District Cllr K Welham, District Cllr R Eburne, Elizabeth Ling – MSDC Planning enabling officer and 5 members of the public.

1. **Apologies:** Apologies received from Cllr J Miller (Chair) – away on holiday. and County Councillor A Stringer will be arriving later as he is at Mendlesham first this evening. Cllr Harbidge arrived 19.33hrs. Cllr Stringer arrived at 20.47hrs.
2. **Co-Option of Councillors x 3 vacancies. Co-Option – Clerk has so far received two candidates intentions to stand as Cllrs for co-option:-** The clerk recommends that the first two vacancies be offered and voted on for the two candidates who followed the process of informing the Clerk in writing prior to the meeting with any additional volunteers that may stand on the evening to be selected / voted on for the third seat available on the parish council. This will ensure that the process is fair for all candidates... Both candidates were asked to speak to the parish council about themselves.

**Mr Andrew Perkowski** - Having recently completed a 27 year career as an army officer, opting for a more sedate role within Boeing believes he is now in a position to be able to ‘give something back’ to the village. He has held a number of management roles, including key positions within Army Headquarters. Mr Perkowski was proposed and seconded and co-opted onto the Parish Council.

**Dr Michael Helliwell** - Having lived in the village for over 30 years and now retired from General Practice in Stowmarket, feels he is now able to involve himself in other activities. Dr Helliwell was proposed and seconded and co-opted onto the Parish Council.

Both new Cllrs signed their declaration of office forms and were invited to join the table as a Parish Councillor. There were no additional parishioners that stood for co-option and the Clerk advised that this would need to be published by official notice from MSDC before the third co-option seat could be actioned.

3. **To elect a Vice-Chairman of the Council and to receive the Vice-Chairman’s declaration of acceptance of office or, if not then received, to decide when it shall be received.** Cllr Clements was proposed and seconded to which he agreed he would be willing to stand as Vice Chair for the Parish Council. Cllr Goudy also stated he was prepared to stand as Vice Chair, He was proposed. As acting Chair for the meeting Cllr Goudy instructed a vote be taken. One Cllr abstained. The vote was taken by ballot and verified by District Cllr Welham. The vote was – 4:2 in favour of Cllr Clements. Cllr Goudy stated he wished to leave the meeting. Cllr Clements took over the meeting as Vice Chairman of the Parish Council and signed the declaration of acceptance of office form. Cllr Goudy left the meeting.
4. **Dispensations:**
  - a) To consider any requests for dispensations – None received
  - b) To note existing dispensations. The standing dispensation for Cllr Clements in respect of the proposed development land between Silver Street and Finningham Road and Cllr Reeve in respect of the proposed development of the Greenacres Site.
5. **To receive any declarations of personal / prejudicial interest.** Cllr Baker declared being made a Partner in her husband’s farm within the parish.
6. **To appoint representatives to outside bodies.**

• Village Hall Committee	Cllr Baker
• SALC	Cllr Clements
• Suffolk Acre	Cllr Perkowski
• Community Council	Cllr Miller
• School Representative	Cllr Baker

## 7. To appoint committees, sub-committees and/or working groups.

- Planning **Cllrs Miller**, Goudy, Clements, Harbidge
- Footpaths & Environment **Cllrs Goudy**, Miller, Harbidge, Helliwell
- Cemetery **Cllrs Miller**, Goudy, Reeve
- Finance **Cllrs Miller**, Goudy, Harbidge & Clerk / RFO
- Employment **Cllrs Baker**, Goudy, Miller, Perkowski
- Allotments **Cllrs Clements**, Reeve, Goudy,
- Highways, Infrastructure, Potholes **Cllrs Goudy**, Clements, Miller, Baker, Harbidge
- Tree Warden Mr Lawrence Stearn – ONCE member

Cllrs in **bold** are the designated spokesperson to report at the monthly meetings.

## 8. To approve the minutes of the May meeting held on 8<sup>th</sup> May 2019. It was proposed and seconded to approve the minutes and they were signed accordingly by the Chairman of the meeting.

## 9. Clerks report following previous meeting.

- Crier submission was submitted for the June edition.
- Election notice and Co-Option request was issued.
- RTI and Nest Pension submissions were completed
- All cheques for payment have been issued.
- All planning application responses were submitted to BMSDC by the agreed deadline dates.
- All information, approved minutes and agendas have been uploaded onto the village website.
- Following the election all Cllrs have been emailed a link to complete their ROI (Register of Interest forms) These should be completed as soon as possible. Clerk does have access to printed forms that can be completed if unable to access the website.
- Dog bin for Falconer Avenue has arrived and Clerk has met on site with parishioner who raised the original complaint. Cllr Clements has obtained a piece of scaffolding pole to erect the bin on Falconer Avenue. Clerk to be informed once this is complete so the bin can be added onto our collection list with MSDC.
- Parish Council laptop would not re-start or configure windows prior to the last meeting so the Clerk was doing the meeting old school last month and gave the laptop to Gordon Thompson at Faxbase to have a look at. He has managed to get it working although it is very slow - Gordon has advised that the laptop is not worth spending any more money on. Moving forward the parish council should look to replace the laptop at the earliest opportunity. Also, the version of windows software on the laptop will not be supported from October 2019.

## Police Report / Crime Map Statistics

Crime Map Figures for April and May are not yet available.

## **Police Connect messages have included:**

- A shed burglary in Stowmarket. The shed at a home in Hedge Sparrow Road was accessed by unscrewing the clasp. This occurred during the early hours of Tuesday 28th May between 1.05am and 1.10am. Two holdalls containing fishing gear, a day bed, chair, tools box and radio-controlled car were stolen
- A wall was damaged at a church premises in Stowupland. The damage was caused between 5pm on Monday 20th & 7.30pm Wednesday 22nd May at a premises' in Church Road. A 7ft section of wall was damaged.
- Burglary at a home in Needham Market. A home in Pinecroft Way was entered by smashing the glass in the rear door, sometime between Thursday 23rd and Monday 27th May. Once inside, offender(s) have conducted a search. Coin collections have been removed from a cabinet and three watches have been stolen.
- Police are investigating a robbery which happened at Hitcham on Thursday 16 May. Officers were called to the post office at The Causeway at approximately 2.50pm after a man approached the counter making demands for money. He claimed he had a gun although no firearm was seen. The suspect is described as about 5ft 11 inches tall, of a stocky build and was dressed all in black including a hooded top and black shoes. The offender left the premises with tobacco but no cash and fled the scene in a car with another person. No-one was hurt in the incident. A silver BMW believed to have been involved in the incident was later found abandoned in the Beaumont Way area of Stowmarket and has been recovered for forensic examination by police. Armed units were deployed and searches for the suspects are continuing but they remain outstanding and enquiries are ongoing. Officers are keen to hear from anyone who may have seen any suspicious activity in the area of Hitcham at the time of the robbery and in the Beaumont Way area of Stowmarket later in the afternoon. They are particularly appealing for anyone with CCTV or dashcam footage which may have captured the incident to come forward.

- Barn burglary in Barking. Between Monday 13th and 7.45am Wednesday 15th May. A barn was entered by opening the lock. A Kubata tractor and various tools were stolen, including a blower, two hedge cutters, two chain saws, a Flymo, a petrol lawn mower and two electric hedge cutters.
- A shed at a home in Creeting St Peter was broken into by cutting the padlock off. Nothing was stolen from within. The crime occurred Tuesday 14 May between 1.30am and 6.30am. Reference CAD 46 of 14/5/19.
- Creeting St Mary, a garage door was forced to gain entry. Fishing equipment was stolen. The crime occurred between 7pm Monday 13th and 7.30am Tuesday 14 May. Reference CAD 53 of 14/5/19.
- Motorists in Suffolk are being urged to keep their vehicles secure following a series of van thefts. The warning has been issued after 28 Mercedes Sprinter vans that use keyless entry were stolen between October 2018 and April 2019 with the majority of offences taking place in Ipswich where 23 vans have been stolen. Vans have generally been stolen overnight from residential areas and car parks. Keyless theft of a vehicle occurs when criminals use a transmitter to amplify the signal being emitted from the genuine key inside the owners' house to reach the vehicle outside. This allows it to be unlocked and driven away in seconds. Officers are urging owners of such vehicles to be vigilant and take sensible precautions. In summary owners can take the following steps to reduce the risk of this theft:
  - In the house, store keys away from accessible doors and windows, inside a Faraday bag (search RFID security at [www.securedbydesign.com](http://www.securedbydesign.com) for details of police preferred specification products) and then potentially into a metal tin. Several anti-theft pouches are available which are designed to block signals emitted by the key.
  - It may be possible to disable the keyless entry function. Check your owner manual or seek advice from your local dealer if required.
  - Use physical security measures such as steering wheel locks or wheel clamps to compliment your vehicles own security ([www.soldsecure.com](http://www.soldsecure.com))
  - Owners could also contact their local vehicle service dealer to see if there are security upgrades that can be carried out.
  - Ensure that basic security measures, such as checking the doors and windows are secure, are always done.
  - Where possible, park vehicles within secure compounds covered by CCTV.
  - If you cannot park the vehicle in a garage, park it on a well-lit drive or well-lit area as close to your property as possible.

## 10. Financial matters & Financial report –

The clerk completed the internal audit with Trevor Brown – the appointed Internal Auditor on Monday 20<sup>th</sup> May 2019 at the clerk's home address. The internal audit report has been submitted to all Cllrs for information prior to the meeting unless Cllrs have any issues with the report it will be taken as read. The recommendation was raised again to adopt the latest NALC Standing Orders – Submitted for adoption at tonight's meeting. For the purposes of the External Audit and AGAR submission – The clerk read out the Annual Governance Statement to the Cllrs who acknowledged the parish council responsibility for ensuring that there is a sound system of internal control, including the arrangements for the preparation of the accounting statements. The period for the exercise of public rights is 17<sup>th</sup> June 2019 – 26<sup>th</sup> July 2019 and all relevant information and public documents will be available on the website from 10<sup>th</sup> June 2019. This is in line with the local audit and accountability act 2014 and the transparency code.

### The Accounts for the year confirm the following:

Total Receipts for the year:	£31,141.38
Total Payments in the year:	£26,914.20
Total Reserves at year-end:	£25,605.38

### Accounting Statements Financial Year Ending 31.03.19 (Taken from the Audit Summary Sheet – whole figures only)

Balances at beginning of year (1 April 2018):	: £20,783
Annual Precept 2018/19:	: £24,153
Total Other Receipts:	: £ 6,988
Staff Costs:	: £ 9,413
Loan interest:	: £ 5,228
All Other payments:	: £11,678
<b>Balances carried forward (31 March 2019):</b>	<b>: £25,605</b>

Total fixed assets:	: £73,711
Total borrowings:	: £26,892

There is also a CIL report that needs to be returned to MSDC with regard to the CIL money received in the financial year 2018-2019. No CIL money has been spent so it is only to report that we received £2,464.65.

There is a letter to Barclays confirming the Clerks new home address that is required to be signed by signatories of the bank account.

**Bank Account Balances:**

- Barclays May Statement Balance **£29,089.51** (30.05.19)
- Scottish Widows 60 Day account balance = **£3,378.12** (01.04.19)
- Scottish Widows Deposit account = **£253.42** (01.04.19)
  
- Public Works Loan – Annual Statement – Balance outstanding at: 06.04.19 - **£26,892.38**

**Accounts for payment – May 2019:**

- KAREN PRICE - Salary May includes holiday pay, expenses and less tax & NI and pension = **£943.37**
- HMRC – PAYE NI & Tax – Employee NIC £24.46, Employer NIC £28.13 = **£52.59**
- NEST Pension Contribution **DDR** – employee 5% £36.92, employer 3% £27.69 = **£64.61**
- Faxbase Ltd – software maintenance on parish council laptop **£84.00**
- Adam Alexander cemetery maintenance May 19 - **£240.00**
- Mor-Tech Computing Service –Monthly hosting charge - **£18.00 per month x 11 = £198.00**
- Trevor Brown – Internal Auditor Fee - **£175.65**
- CGM Group (East Anglia) Limited – Grass Cutting **£125.18**

**Monies Received – May 2019:**

- Hanchets – Cemetery fees – Trevor Newton £50.00 (payslip – 100115)
- Wrights – Cemetery fees – Olive Ling £25.00 (payslip – 100115)

Proposed and seconded to pay the accounts. All Cllr’s present agreed. The cheques were signed accordingly.

**11. Correspondence Received & Circulars:**

- No correspondence received.
- **Various circulars received for information purposes.** File circulated during the meeting.

**12. To receive District Councillor’s Report – Mrs Rachel Eburne / Mr Keith Welham**

**News from your new District Councillors - Results from District Council Elections – 2<sup>nd</sup> May 2019**

We would like to say a big ‘Thank You’ to everyone who supported us in the recent District Council elections. We are here to help everyone in the new Ward – whether you voted for us or not. Mid Suffolk District Council now has 34 District Councillors, a reduction of 6 following a Local Government Boundary Review, serving 26 Wards. All these Wards have had boundary changes and have either one or two councillors. Old Newton with Gipping & Dagworth (despite not being in the name of the Ward) now sits within the “Haughley, Stowupland & Wetherden Ward”. This new Ward is served by two Councillors.

The results of the Election meant that Mid Suffolk District Council moved from being a majority Conservative run Council to one with “No Overall Control”. The results were: 16 Conservative, 12 Green Party, 5 Liberal Democrat, 1 Independent. The Greens are working with the Liberal Democrats as a total of 17 Councillors. The Conservatives with the one Independent (also a group of 17) have formed an Administration by using the casting vote of the outgoing Chairman. Due to the Election, not much business took place in April. We are now looking at ways to take the Council forward for the benefit of everyone in the District.

**Five-Year Housing Land Supply:** In April, the Office for National Statistics released new figures for potential housing growth. This reduced the total number of houses needed to be built per year in Mid Suffolk from 575 to 556. Consequently, the Five-Year Housing Land Supply has increased to 5.24 years. (This figure would normally be published annually in May based on figures as at 31 March 2019 subject to any Government changes.) It is hoped that this new figure will lead to less challenges by developers and give communities confidence that housing development will only be approved in line with this figure and Mid Suffolk’s overall housing policies.

Police referral forms to forward to Keith / Rachel to follow up.

## Public Gallery

- In the past we have had 1 district Cllr, now we have 2 and they will both be our representative, any queries should be copied to both district Cllrs.
- Our District Cllrs are hoping to work more closely together with the conservative administration and our District Cllrs focus is the primary ward of the 4 parishes they are representing. There is full input at the working group level and there is plenty of opportunity to put forward proposals.
- Parish Plan for the village is in the pipeline. This will be held as a project by the parish council but not necessarily all council led. The piip will form part of this. The plan is expensive and there is grant funding available and you get more CIL money if you have a plan in place.

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Joint Mid Suffolk District Council Ward Members (Green Party) for the Ward of Haughley, Stowupland & Wetherden – including Old Newton (with Gipping and Dagworth)

### **13. Planning Applications Received – Too late to include on the June meeting Agenda.**

- **DC/19/02613** Application for reserved matters – Submission of details under Outline Planning permission DC/17/05761 varied by section 73 Permission DC/19/00818 – appearance, landscaping, layout and scale for erection of two detached dwellings (phase 2b only) on Land south east of Chapel Road, Old Newton. Planning response required by 24<sup>th</sup> June. Application detailed received Monday 3<sup>rd</sup> June – not enough time to consider at tonight’s meeting, extension of time to respond requested and granted to 5<sup>th</sup> July 2019. This application will be an agenda item for the July meeting.

### **14. Planning Decisions from MSDC**

- **DC/19/01507** Application for listed building consent – Enlarge window opening and replace with window and door at Hill House, 62 Church Road, Old Newton. **MSDC planning permission has been granted.**
- **DC/19/01474.** Full planning application for erection of 1no dwelling at Land to the north of Oak house, Church Road, old Newton. **MSDC planning permission has been refused.**

**15. Elizabeth Ling – Community Housing Enabling Officer (MSDC)** – Introduced herself - She works at district level, representing the community housing fund, helping communities to build, own and manage their own homes and cannot be subject to the right to buy. It would be normal to form a community land trust and the opportunity to take back control in terms of house prices and development. Rural exception sites. Land would need to be acquired below market value. Available to attend another meeting if Cllrs would like more information moving forward.

### **16. To receive County Councillor’s Report – Mr Andrew Stringer**

**New leadership team for LDGI Group** - My political group at Suffolk County Council, made up of Liberal Democrat, Green and Independent (LDGI) councillors, has elected a new leadership team for 2019/20. The group will be led by Cllr Penny Otton (Liberal Democrat), with Cllr Elfrede Brambley-Crawshaw (Green) as deputy leader.

**Ofsted rates Suffolk County Council Children’s Services “outstanding”** - After a week-long inspection in April, Ofsted have given Suffolk County Council Children’s Services an “outstanding” rating, an improvement from the previous rating of “good” in 2015. Suffolk County Council is one of only seven in the country to achieve this rating, and the positive report is testament to the hard-working frontline staff at the council. However, the council does still struggle to fill social worker vacancies, particularly given it does not pay social workers as much as some neighbouring councils. Staff at the council are hopeful that this Ofsted report will help in attracting social workers to Suffolk. Furthermore, this is in stark contrast to the inspection of Suffolk SEND services earlier this year, which Ofsted rated “inadequate”. Although a SEND oversight board has been set up, this is only meeting four times per year and we do not have a representative on the board.

**Rise in the numbers of care-leavers housed in unregulated accommodation** - BBC Newsnight has reported a large rise in the number of care-leavers being housed in unregulated accommodation. Whilst this is a national issue, the figures for Suffolk were the fourth largest of all English authorities. Furthermore, in Suffolk the numbers of children living in unregulated accommodation has risen from 24 in 2009 to 113 in 2018. Children in care may move to supported accommodation once they are over the age of 16, to encourage independent living. There are support workers living on

site or paying regular visits, but the accommodation is not subject to the same checks and inspections as regular children's homes.

**Poverty motion voted down by Council** - At the Council AGM on 23 May, my group proposed a motion asking the Council to acknowledge the findings of the UN Special Rapporteur on Extreme Poverty following his visit to the UK in November last year, and to set-up a cross-party policy develop group tasked with investigating actions that Suffolk County Council could take to reduce poverty in the county. Unfortunately, the Conservative administration decided to vote against the motion. The UN report found that 14 million people in the UK are living in poverty. Suffolk has not escaped the national crisis: earlier this month, End Child Poverty published its 2019 statistics which revealed that over 50,000 children (28.5%) in Suffolk are being brought up in poverty.

**New “task and finish” groups to scrutinise education** - Suffolk County Council has pledged to set up “task and finish” groups to scrutinise education issues, such as home-to-school transport and SEND placements. The council previously had a dedicated Education Scrutiny Committee, but this was dissolved in 2017. My group has requested that any meetings should be open to both the public and the press, to ensure the scrutiny process is transparent.

**New system for funding sponsored bus services** - A new system has been agreed for allocating funding to sponsored bus services, following a cross-party policy development panel (PDP).

In the past, decisions on allocating funding were made on subsidy per passenger figures and on the recommendations of officers within the Passenger Transport Unit, with no formal scoring. The new system devised by the PDP sets out a defined methodology for allocating resources, to ensure this process is consistent and transparent.

Factors that will be taken into account include:

1. Average single passenger journeys per day of operation
2. Percentage of English National Concessionary Travel Scheme journeys for both age related and disabled passengers
3. Number of entitled students on bus route (additional weighting of 1.5)
4. Type of service, days operated and consideration of alternative services
5. Integration with bus services that operate on a commercial basis
6. Average cost per passenger journey

Public meeting required – to discuss what Old Newton would like to see in terms of a bus service for our village.

**Restrictions on recycling** - The amount of goods that can be recycled in Suffolk has reduced, with Tetra-Pak cartons and metal items such as pots and pans no longer being accepted in recycling bins. This decision was made by the Suffolk Waste Partnership following a refurbishment of the Material Recycling Facility near Great Blakenham, because the new sorting equipment that is being installed will not be able to separate out cartons. Cartons and metal items will now need to be taken to household recycling centres. In addition, new restrictions on composting mean that households can no longer put kitchen waste into brown bins.

**Grit Bins** – Coming up for discussion and amendment to the policy.

**Speed limits can now not be amended...** Mechanism is required to amend speed limits.

**Public Gallery** – Highways footpath cuts and schedule of cuts for the year is available from SCC. The rest of the rights of way public footpaths is the landowners responsibility.

17. **SID Data Collection Report – Cllr Clements.** Data and information to be included in the crier. Quite shocking that the two weeks it was recording but not flashing and then switched on did not have any impact. The 85<sup>th</sup> percentile was overall speeding at 38.4mph. One was recorded at 65mph which is shocking considering this is by the school with many parked vehicle's as obstacles. Cllr Baker will take it to the parents forum on 11<sup>th</sup> June and bring it up with the Head Teacher as the school representative.

18. **GDPR Policies – Update & Parish Council Emails**

Cllrs emails have been rolled out. There are still some of the parish councillors yet to set up their parish council emails and this should be done as soon as possible. Contact information has been provided to all Cllrs in case they need assistance setting their own emails up or contact the Clerk who will try and assist. All parish council emails are now being sent to your new parish council email addresses unless specifically requested otherwise.

**GDPR Policies put forward for adoption at tonight's meeting are:**

- Adopt Updated NALC Standing Orders– proposed and seconded -all Cllrs approved, Chair of the meeting signed.
- Adopt Document and Electronic Data Policy - Proposed and seconded -all Cllrs approved, Chair of the meeting signed.

**19. Councillors Matters to be brought to the attention of the Council**

- Emails – [andy.perkowski@oldnewtonpc.co.uk](mailto:andy.perkowski@oldnewtonpc.co.uk) not Andrew. Cllr Reeves email box to be forwarded to the Clerk for monitoring purposes.

**20. Public Forum**

- **Mr Arnold –**
  - communication broadband committee to be discussed again please.
  - Cllrs Emails to be made public – Clerk agreed to publish them in the Crier and on the website.
  - Footpath metal railings need replacing – Cllr Stringer reported on behalf of the Clerk during the meeting.
  - Highways tree near the chapel – Paul baker dealing with it..

**21. Additional Matters for inclusion on the agenda for the July 2019 meeting.**

- **DC/19/02613** Application for reserved matters – Submission of details under Outline Planning permission DC/17/05761 varied by section 73 Permission DC/19/00818 – appearance, landscaping, layout and scale for erection of two detached dwellings (phase 2b only) on Land south east of Chapel Road, Old Newton. Planning response required by 24<sup>th</sup> June.
- SID data again next month on B1113. Then rotated to the school again.
- Broadband committee – still required

**22. Date of the next Parish Council meeting** – The July meeting is scheduled to take place on Wednesday 3<sup>rd</sup> July 2019 at 7.30pm.

Meeting closed at 21.31hrs