

Acton Parish Council

Fiona Mullins, Clerk Tel: 07931 381751 Email: clerk@actonparishcouncil.gov.uk

Minutes of the Parish Council Meeting held at 7:00pm on Wednesday 18 September 2024 in Acton Village Hall

Present: Councillors (Cllrs) Nick Antill, Roberta Caradine, John Gibbens, Christine Johnson, Steve Le Gry, Katie McSweeney, Graham Round (chairman)

In attendance: Fiona Mullins (clerk), District Cllr John Nunn and 3 members of the public.

Minutes

Apologies

- 1 Cllrs received apologies from Cllrs Carol Dyer and Eleanor Clark and resolved to approve their reasons for absence.

Minutes

- 2 Cllrs resolved to agree the minutes of the meeting held on 17 July 2024. The minutes were signed by the chairman.

Declarations of interest

- 3(i) There were no declarations of interest or requests for a dispensation.

District, County reports

- 4(i) County Cllr Faircloth Mutton sent his apologies and reported via an email which was circulated to Cllrs.
- 4(ii) District Cllrs Malvisi and Nunn sent a written report which was circulated to Cllrs. Cllr Nunn is planning to offer a walk-about for Acton. Cllr Johnson asked why seats have been removed from the bus station at Sudbury. Cllr Nunn offered to find out.

Acton Field Trust

- 5 Cllrs received a report on the Acton Field Trust from committee chair Christine Johnson and Treasurer Nick Antill. The charity has been registered by HMRC as a tax-exempt charity backdated to 29 November 2023. Committee members met with Cathy Smith from Suffolk Wildlife Trust who is happy with management of the field. Her advice will be discussed at the next Acton Field Trust meeting.

Clerk's report

- 6(i) Cllrs noted the clerk's report on significant matters not on the agenda and not already drawn to councillors' attention. Comments and updates noted were:
- Cllrs requested that a further email be sent to County Cllr Faircloth Mutton for answers to the Council's questions concerning the conifer hedge at Barrow Hill, a tall tree at

Signed: Chairman Date.....

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Daniels Close, Waldingfield road dead and dying trees, and road markings at the Ranulf Road / Tamage Road junction.

- Cllrs welcomed confirmation that Go Start has received the s106 money allocated to Acton for community transport and has used this to purchase a new electric bus. Cllrs asked the clerk to send Go Start leaflets advertising the new electric vehicle to local groups such as Acton Good Neighbours Scheme, Coffee Morning and for it to be distributed with the Acton Link.

6(ii) The clerk reported on decisions taken under delegated powers since the last meeting

- Signed Service Level Agreement with Sudbury Town Council (clerk)
- Response to planning reconsultation request DC/24/02452 Orchard End (clerk, following consultation with Cllrs)
- Reactivated parish council account with Ernest Doe (clerk, previously agreed).

Public Forum

7 Members of the public commented as follows:

- (i) A resident asked whether there is a plan to put a barrier at the end of footpath 15. Cllr Round commented that he is not aware of any such plan.

Planning

8(i) Cllrs considered the following planning applications:

a) DC/24/03534 31 Queensway Acton Sudbury Suffolk CO10 0AW Erection of single storey rear extension (following demolition of conservatory). Cllrs resolved to support this application.

b) DC/24/03715 Cherry Trees Waldingfield Road Acton CO10 0AG Submission of Details, Reserved Matters Application for Outline Planning Permission DC/21/05159. Access, Appearance, Landscaping, Layout and Scale to be considered for the erection of 1no self-build single storey eco dwelling. Cllrs resolved to object due to the adverse impact on the village gateway as shown in drawing 8 (contrary to ACT5 of the Neighbourhood Plan) and noted that the new footway should be rural in its design.

c) DC/24/04089 The Barn, Cuckoo Tye detached double garage/storage building. Cllrs resolved to support this application with a condition that the building is maintained as ancillary use to the main dwelling.

8(ii) Cllrs noted planning validations, parish council recommendations and local planning authority decisions made since the last meeting.

Governance

9(i) Cllrs noted the external auditor's report and that the parish council will publish the notice of conclusion of audit for 14 days from 18 September. The council's audit documents remain on the website indefinitely.

9(ii) Cllrs considered a response to the government's consultation on the National Planning Policy Framework and asked the clerk to submit a response, emphasising that the basis on which the government is proposing to determine housing numbers makes little economic sense.

9(iii) Cllrs reviewed the draft newsletter and resolved to print some copies to leave in the shop and the Crown, give to local groups and to publish the newsletter on the website, publicised on the Acton Massive with a link to the newsletter.

Finance

10(i) Cllrs resolved to approve payments made in July and August and payments to be made before the next meeting (agenda page 3) and authorise the chairman to sign the schedule of payments.

10(ii) Cllrs received a budget report detailing the year-to-date accounts compared to budget.

10(iii) Cllrs resolved to approve the bank reconciliation as at 31 August 2024 (Appendix 6) and authorised the chairman to sign it.

10(iv) Cllrs received a report from the clerk on the council's contract for streetlight electricity. Cllrs suggested that enquiries be made about back-payments when a bill is not sent within a set time.

10(v) Cllrs resolved purchase 2 new streetlights for Sudbury Road using Neighbourhood CIL funds and agreed a budget of £17,000 (Action Plan item #1). Cllrs queried the precise locations and cabling (to be underground). The objective is to illuminate the footpath. Cllrs agreed subject to comments from nearby residents. Majority in favour.

10(vi) Cllrs resolved to approve the following donations to local groups according to the council's donations and grants policy, total £3,500. Cllrs resolved to approve a virement from staffing to cover the increase in the donations budget:

a Acton Good Neighbours Scheme	£300.00
b Acton Play Group	£300.00
c Community Action Suffolk	£150.00
d Eden Rose Coppice Trust	£100.00
e Go Start	£100.00
f Headway Suffolk	£200.00
g Kernos Centre	£100.00
h Lighthouse Women's Aid	£100.00
i Rural Coffee Caravan	£100.00
j Scouts 1st Acton and Waldingfield	£300.00
Check Gt Waldingfield will support 50% for future years	
k St Nicholas Hospice	£300.00
l Sudbury 1st Responders	£300.00
m Suffolk Accident Rescue	£300.00
n Sudbury Citizens Advice	£300.00
o Sudbury Newstalk	£100.00
p Suffolk Wildlife Trust	£150.00
q The Family and Community Network	£300.00

Environment

- 11(i) Cllrs agreed to accept Babergh District Council’s offer to carry out the annual play area inspection and to add a life-expectancy assessment within the current budget.
- 11(ii) Cllrs resolved to keep the annual rent for the allotments from October 2024 at £7.50 per allotment.
- 11(iii) Cllrs resolved to commission a third cut of footpaths funded by the parish council to be carried out at the end of September (£590 plus VAT) using SCC contractor Giles Landscapes & Management.
- 11(iv) No other environmental or rights of way issues were raised.

Councillors’ reports and items for future agendas

- 12(i) Cllr Le Grys reported that the wildlife reserve will need new equipment. This is within budget.
- 12(ii) Cllr Le Grys reported that a scouting group would like to use the reserve and that he may ask them to carry out surveys. A resident has started the process of clearing out before dismantling the hut.
- 12(iii) Cllr McSweeney reported that the 1 December date for the Christmas lights event will need to change as it clashes with Christingle.
- 12(iv) Cllr Round has taken delivery of dog waste signs and is installing them on posts. Cllr McSweeney requested some for Acton Field. This suggestion will be forwarded to the Field Trust committee for decision. Cllr Le Grys requested 2 signs for the reserve gates.

The chairman closed the meeting at 8.28pm

Acronyms used:

- BDC Babergh District Council
- Cllr Parish Councillor
- SCC Suffolk County Council

Next meeting Wednesday 16 October 2024 7pm

Schedule of payments for approval

Payments made under delegated powers or Financial Regulation 4.1 since last meeting:
none

Payments authorised for settlement before the next meeting:

Direct debits, standing orders and other contractual payments approved by the Council
Salaries and HMRC payments

Payments arising from previous Council decisions

Payments authorised by clerk or clerk and chair under delegated powers or Financial Regulation 4.1)

Schedule of all income received and payments made in July and August 2024:

Date	Description	Supplier / customer	Net	VAT	Total
01/07/2024	Litter picker July	Litter picker	-91.67	0.00	-91.67
02/07/2024	Annual dog waste and litte	Babergh District Council	-1,242.00	-248.40	-1,490.40
02/07/2024	June salary	Clerk	-968.44	0.00	-968.44
02/07/2024	Expenses homeworking all	Clerk	-219.97	0.00	-219.97
02/07/2024	June salary	Assistant Clerk	-519.40	0.00	-519.40
02/07/2024	Home working allowance	Assistant Clerk	-68.75	0.00	-68.75
02/07/2024	Internal audit 2023/24	Suffolk Association of	-395.00	-79.00	-474.00
04/07/2024	Streetlight maintenance	Pearce and Kemp	-18.75	-3.75	-22.50
19/07/2024	Hall hire for 3 meetings	Acton Playing Fields ar	-60.00	0.00	-60.00
19/07/2024	July salary	Clerk	-968.44	0.00	-968.44
19/07/2024	NIC PAYE	HMRC	-103.83	0.00	-103.83
19/07/2024	Good Cllr guide	Paul Clark Printing	-60.00	0.00	-60.00
22/07/2024	various tasks play area	Mortimer Contracts Lic	-2,350.00	-470.00	-2,820.00
09/07/2024	July interest	Lloyds Bus Bank Saving	89.00	0.00	89.00
25/07/2024	NIC PAYE month 4	HMRC	-34.61	0.00	-34.61
Date	Description	Supplier / customer	Net	VAT	Total
09/08/2024	August interest	Lloyds Bus Bank Saving	85.31	0.00	85.31
01/08/2024	Litter picker August	Litter picker	-91.67	0.00	-91.67
02/08/2024	June pension	NEST	-70.63	0.00	-70.63
05/08/2024	Streetlight maintenance	Pearce and Kemp	-18.75	-3.75	-22.50
22/08/2024	Dog waste signs	Auto Innovations	-192.00	-38.40	-230.40
22/08/2024	Batteries for speedwatch d	Sudbury Office Supplie	-7.44	-1.49	-8.93
22/08/2024	CPRE annual membership s	CPRE	-36.00	0.00	-36.00
22/08/2024	Q1 services	Sudbury Town Council	-463.78	-92.76	-556.54
30/08/2024	Salary	Clerk	-968.44	0.00	-968.44

These payments were authorised at the Parish Council Meeting dated 18 September 2024

Councillor Signature: *G Round* (signed in the meeting)

Signed: Chairman Date.....