



# LITTLE CORNARD PARISH COUNCIL

Clerk: Kevin B. Money 7 Roach Vale, Colchester, Essex. CO4 3YN

Tel: 07810781509 email: [clerk@littlecornard-pc.gov.uk](mailto:clerk@littlecornard-pc.gov.uk)

Website: <https://e-voice.org.uk/littlecornardpc/>

Dear Councillor

Your attendance is required at the forthcoming meeting of Little Cornard Parish Council to be held at the Village Hall on **TUESDAY 21<sup>st</sup>. JANUARY 2025 at 7pm** for the purpose of transacting the business ONLY shown on the agenda

*KBMoney* - Kevin B. Money – Parish Clerk 15<sup>th</sup>. January 2025

## **FULL COUNCIL MEETING AGENDA**

001/2025 Apologies for absence

002/2025 Declaration of Interest

Receive declarations of interests and request for dispensation from Councillors

003/2025 Minutes - To confirm and sign the minutes of LCPC meeting held on 19<sup>th</sup>. November 2024

004/2025 Public participation session - Total of 5 minutes is allowed

005/2025 County Councillors report - Total of 5 minutes is allowed

006/2025 District Councillors report - Total of 5 minutes is allowed

007/2025 Community Wardens – update on litter picking and SID information

- 1) Litter Pick – Due to a revision in resource at Sudbury TC the community wardens are unable to do a litter pick.
- 2) SID update – SID management is being carried out by Villagers (thanks to Steve and Nancy Arran) battery life questionable for one of two batteries supplied by STC. Needs replacing.

008/2025 Highways

- a) Footpath update – Steps at Lower farm FP13 to be reinstated.
- b) 30mph speed limit issue next steps. Proposal for Council to support speed limit on the lanes, reduction of speed on the B1508 and monitoring enforcement on the B1508. Nominate Councillor to draft letter for the January '25 meeting (*Karen Winter to draft a letter*)

009/2025 National Grid update – Cllr K. Gilbert will suggest LCPC collaborate with Bure St. Mary PC on road safety on B1508.

010/2025 Village Hall – Cllr N. Monk

- a) Update on the repairs to Village Hall
- b) Play equipment update at Village Hall

011/2025 Planning Applications

DC/24/05332 - The Gables, Slough Lane, Little Cornard, Sudbury Suffolk CO10 0NY

Proposal: Householder Application - Loft conversion above the existing garage, and extend the garage to join the house to form a utility room

Documents can be found at

<https://planning.baberghmidsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SO2Z9QSH0A200>

012/2025 Planning Decision/s made by Babergh District Council affecting Little Cornard

### **AGRICULTURAL DETERMINATION**

DC/24/04821 - Yorley Farm Upper Road Little Cornard Sudbury Suffolk CO10 0NZ

Application to determine if prior approval is required for a proposed: Formation, Alteration or Maintenance of Private Ways for Agricultural or Forestry Use Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Sch 2, Part 6 - Construction of all-weather access track.

**A Formal approval of the details of the proposed development is not required.**





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**013/2025**      **Agree any action required on the emails** circulated by the Clerk to Councillors since the last scheduled meeting of the Council

**014/2025**      **Clerk's report**

- a) Clerk to produce an updated ongoing projects / action list for Councillors

**015/2025**      **Finance**

- a) To receive the Bank Reconciliations as at 31<sup>st</sup>. January 2025
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve the payment of Accounts for December 2024 and January 2025. To agree a transfer of funds to meet the Parish Council financial arrangements
- d) To agree transferring monies to Ear Marked Reserve account (EMR)
- e) Councillors to sign Submission form to be added as signatory to Unity Trust Bank

**016/2025**      **Budget / Precept 2025/2026.** Councillors to finalise budget for 2025/2026

**017/2025**      **Councillors to discuss any further training for 2024/2025**

**018/2025**      **Items for Next Agenda**

**019/2025**      **Next scheduled meeting is on Tuesday 18<sup>th</sup>. March 2025**

**Councillors to note the meeting dates for 2025: 20.05.25: 15.07.25: 16.09.25: 18.11.25**

**020/2025**      **Closure of the Meeting**

To close the Meeting having considered and determined all items of business





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## Minutes of the Parish Council Meeting held on Tuesday 19<sup>th</sup>. November 2024 at 7pm at Little Cornard Village Hall

Present: Cllrs Karen Gilbert (Chair), Cheryl Crane, Clive Johnson, Karen Winter, Graham Deere, Nigel Monk, Jill Thomas, SCC Cllr J. Finch and Kevin B. Money (Parish Clerk).

There were 5 members of the public present.

**112/2024** Apologies for absence were received from BDC L. Parker

**113/2024** Declaration of Interest

Receive declarations of interests and request for dispensation from Councillors

Cllr C. Johnson declared an interest in item 123/2024. Cllr N. Monk declared an interest in item 123/2024

**114/2024** Minutes - To confirm and sign the minutes of LCPC meeting held on 17<sup>th</sup>. September 2024  
**All Agreed**

**115/2024** Public participation session - Total of 5 minutes is allowed

New planning application sent 15.11.24 – Check with Babergh

**116/2024** County Councillors report - Total of 5 minutes is allowed

SCC Cllr J. Finch report can be found at <https://e-voice.org.uk/littlecornardpc/reports/2024/>

Cllr J. Finch left the meeting

**117/2024** District Councillors report - Total of 5 minutes is allowed. No report was given

**118/2024** Neighbourhood watch update – Mark Smith

a) May '25 Annual Parish meeting to invite Local Police Officer to answer resident questions  
Mark Smith supplied a Crime Update and The Little Cornard Neighbourhood Watch Group  
The Little Cornard Neighbourhood watch continues to grow its membership and we now have 82 members.  
If you would like to join, please contact Mark Smith my email address is [mjsmith500@outlook.com](mailto:mjsmith500@outlook.com)  
We finally got permission from Suffolk Highways for our neighbourhood Watch signs and these have now been put up around the village.

I have regular meetings with the Community Police Officers in Sudbury under Sergeant Williams and Little Cornard will have a new Community Police Officer from the 18<sup>th</sup> November. PC McKenna joins the team to replace PC Norman.

Unfortunately, we have seen a rise in crime in our area in the second half of 2024. Two males were arrested in June for Possession with the intent to supply Class A drugs and have been dealt with by the courts.

Two local horse riders have suffered abuse from drivers and One had a very near miss with a speeding driver on our quiet lanes. We need a reduction in the speed limit of our country lanes, now!

Since September 2024 Little Cornard and the surrounding villages has seen a spate of thefts and burglaries committed. These have ranged from dwellings, garages, sheds, and businesses. Cash, vehicles and tools have been stolen.

The Church and private dwellings in Little Cornard have been targeted again and there has also been some Anti-social behaviour in the Church car Park.

We have seen increased Police patrols and Officers have followed up with the victims of the thefts and burglaries to offer crime prevention advice and pass on some Smart Water and UV Pens. I have also been given some kits to pass on to the Residents. I still have some if anyone would like one?.

I would like it put on record that the response from the Police has been fantastic when they have been called to attend in an emergency.

I have passed on our thanks to Inspector Hollands, Sergeant Williams, his CPT Team and the Response Officers from Sudbury Police Station.

I would like to remind Residents that you need to call 999 in situations like these:

- there is an immediate danger to life
- someone is using violence or is threatening to be violent
- a crime is happening right now, like a house burglary or a theft
- the suspect is still at the scene





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If you've witnessed or been the victim of crime that isn't an emergency, please report it to the Police on line or via 101.

There will be an article in the Christmas Parish magazine giving some useful advice on helping to keep burglars out by giving them no hiding place and secondly, on how to prevent a distraction burglary. Here is some advice I will be sharing:

1. Lower fences at the front around one-metre high are preferable to high fences as they allow for a clear view over the top and don't provide cover for anyone wishing to hide.
2. At the rear and sides, taller fencing is recommended to prevent easy access.
3. Trellis, thorny plants, or a suitable anti-climb topping such as plastic spikes make it difficult for anyone climbing over a fence or gate.
4. Planting prickly or barbed shrubbery along boundaries and fence lines acts as an effective natural barrier.
5. Gravel driveways and paths will make sure you hear anyone approach.
6. Install Dusk to Dawn lighting, Doorbell and CCTV cameras.

## **Common methods used by distraction burglars**

- pretending to be from a care agency, the council or a utility company investigating a gas or water leak
- seeking help to leave a note for a neighbour or even asking for a drink of water if they claim to be thirsty or unwell
- claiming to be in a hurry or emergency and needing to get into your home quickly
- working in teams, with one person distracting you while the other searches your home

We must remain vigilant and support each other.

## **119/2024 Community Wardens – update on litter picking and SID information**

1) Litter Pick – Due to problems at Sudbury TC LCPC may have to undertake the litter pick themselves. The community wardens have been undercharging the Parish Council for many years and are totally understaffed. LCPC prefer the Wardens undertake the litter pick along the main road due to Health & Safety.

### **2) SID update**

Due to resourcing issues, Sudbury Town Council will no longer be able to supply the SLA/SIDs service to parishes and therefore we will cease to provide any service from 31<sup>st</sup> March 2025. Councillors to discuss way forward. The LCPC SID is now in the possession of the Parish Council who will undertake moving the SID around. New batteries will be required going forward.

## **120/2024 Highways**

### **a) Footpath update**

No footpath access to footpath 15. Residents need to walk the footpath to keep the footpath in regular use. Footpath 17 is becoming impassable. A second cut to be investigated.

Before the bad weather arrives the grit bins need looking at being in good order and need grit replacing.

b) 30mph speed limit issue next steps. Proposal for Council to support speed limit on the lanes, reduction of speed on the B1508 and monitoring enforcement on the B1508. Nominate Councillor to draft letter for the January '25 meeting. Cllr K. Winter to undertake this project and to send the letter to the Clerk to be included on LCPC letterheaded paper. The wording of the speed petition be updated to include possible average speed cameras. SCC is having the speed survey done again.

## **121/2024 National Grid update – Cllr K. Gilbert**

Carrying out more surveys on sections of the pythons. No further update is available

## **122/2024 Village Hall – Cllr N. Monk**

### **a) Update on the repairs to Village Hall**

Plans been approved for upgrading. Meeting 02.12.24 discussing next stages. Quotations for new works to follow. Looking at more grants. The village hall will probably have to fund 20% and will be looking for 80% Grant.

### **b) Play equipment update at Village Hall**

No play equipment has been looked at by the village hall committee. All their effort has gone into getting the village hall improvement done.





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## 123/2024 Planning Applications

**DC/24/04320** - Village Hall, Spout Lane, Little Cornard, CO10 0NX

Application for Listed Building Consent. Alteration to the toilets to Equality Act

Standard and provision of disability access as per Design & Access Statement.

Village Hall, Spout Lane, Little Cornard, CO10 0NX. **THIS APPLICATION HAS BEEN GRANTED**

**Cllr C. Johnson left the meeting**

### APPLICATION FOR AGRICULTURAL DETERMINATION

**DC/24/04821** - Yorley Farm Upper Road Little Cornard CO10 0NZ

Application to determine if prior approval is required for a proposed: Formation, Alteration or Maintenance of Private Ways for Agricultural or Forestry Use Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Sch 2, Part 6 - Construction of all-weather access track. **RESOLVED:** The Parish Council Supports the planning application

**Cllr C. Johnson re-joined the meeting**

## 124/2024 Planning Decision/s made by Babergh District Council affecting Little Cornard

**DC/24/03876** - Yorley Farm Caravan Park, Upper Road, Little Cornard, Sudbury Suffolk CO10 0NZ

Discharge of Conditions Application for DC/19/02174 - Condition 5 (Landscaping), 10

(Parking and turning) and 11 (Refuse Bins and Collection Areas). **APPROVED**

**125/2024 Agree any action required on the emails** circulated by the Clerk to Councillors since the last scheduled meeting of the Council

## 126/2024 Clerk's report

a) Clerk to produce an updated ongoing projects / action list for Councillors

The Clerk circulated the ongoing projects list

## 127/2024 Finance

a) To receive the Bank Reconciliations as at 31<sup>st</sup>. October 2024

Councillors noted the Bank Reconciliations as at 31<sup>st</sup>. October 2024

b) To receive the comparison of Actual against Budget for 2024/2025

Councillors noted the comparison of Actual against Budget for 2024/2025

c) To approve the payment of Accounts for October and November 2024 and to agree a transfer of funds to meet the Parish Council financial arrangements. **All Agreed**

d) To agree transferring monies to Ear Marked Reserve account (EMR)

## 128/2024 Budget / Precept 2025/2026. Councillors to agree budget for 2025/2026

Councillors discussed the 2025-2026 budget. This item will be finalised at the 21<sup>st</sup>. January 2025 meeting

## 129/2024 Councillors to discuss any further training for 2024/2025

All training courses have been forwarded to Councillors

## 130/2024 Items for Next Agenda

2025-2026 budget

## 131/2024 Next scheduled meeting is on Tuesday 21<sup>st</sup>. January 2025

**Councillors to note the meeting dates for 2025: 18.03.25: 20.05.25: 15.07.25: 16.09.25: 18.11.25**

## 132/2024 Closure of the Meeting

To close the Meeting having considered and determined all items of business

The Chair then closed the meeting at 8.40pm and thanked everyone for attending

Signed

K. Gilbert - Chair

21<sup>st</sup>. January 2025



	BANK RECONCILIATION			
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank Currnet account	£ 23,255.77	£ 21,751.38	£ 21,733.38	£ 20,683.18
Unity Trust Bank EMR account	£ -	£ -	£ -	£ -
<b>Total:</b>	<b>£ 23,255.77</b>	<b>£ 21,751.38</b>	<b>£ 21,733.38</b>	<b>£ 20,683.18</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 23,255.77</b>	<b>£ 21,751.38</b>	<b>£ 21,733.38</b>	<b>£ 20,683.18</b>
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 18,420.90	£ 18,420.90	£ 18,420.90	£ 18,420.90
Plus Receipts	£ 4,834.87	£ 4,919.87	£ 4,919.87	£ 4,919.87
<b>Total</b>	<b>£ 23,255.77</b>	<b>£ 23,340.77</b>	<b>£ 23,340.77</b>	<b>£ 23,340.77</b>
Less Payments	£ -	£ 1,589.39	£ 1,607.39	£ 2,657.59
<b>Grand Total</b>	<b>£ 23,255.77</b>	<b>£ 21,751.38</b>	<b>£ 21,733.38</b>	<b>£ 20,683.18</b>
Difference	£ -	£ -	£ -	£ -
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank Currnet account	£ 20,683.18	£ 23,793.42	£ 23,788.02	£ 22,974.36
Unity Trust Bank EMR account	£ -	£ -	£ -	£ -
<b>Total:</b>	<b>£ 20,683.18</b>	<b>£ 23,793.42</b>	<b>£ 23,788.02</b>	<b>£ 22,974.36</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 20,683.18</b>	<b>£ 23,793.42</b>	<b>£ 23,788.02</b>	<b>£ 22,974.36</b>
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 18,420.90	£ 18,420.90	£ 18,420.90	£ 18,420.90
Plus Receipts	£ 4,919.87	£ 9,287.37	£ 9,287.37	£ 9,287.37
<b>Total</b>	<b>£ 23,340.77</b>	<b>£ 27,708.27</b>	<b>£ 27,708.27</b>	<b>£ 27,708.27</b>
Less Payments	£ 2,657.59	£ 3,914.85	£ 3,920.25	£ 4,733.91
<b>Grand Total</b>	<b>£ 20,683.18</b>	<b>£ 23,793.42</b>	<b>£ 23,788.02</b>	<b>£ 22,974.36</b>
Difference	£ -	-£ 0.00	-£ 0.00	-£ 0.00
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank Currnet account	£ 22,631.36			
Unity Trust Bank EMR account	£ -			
<b>Total:</b>	<b>£ 22,631.36</b>			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
<b>Net Bank Balances as at</b>	<b>£ 22,631.36</b>			
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 18,420.90			
Plus Receipts	£ 9,287.37			
<b>Total</b>	<b>£ 27,708.27</b>			
Less Payments	£ 5,076.91			
<b>Grand Total</b>	<b>£ 22,631.36</b>			
Difference	-£ 0.00			



# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Kevin Money  
Little Cornard Parish Council  
7 Roach Vale  
Colchester  
CO4 3YN

**Date:** 31/12/2024

**Account Name:** Little Cornard Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20488314

Your arranged overdraft limit is £0.00

**Go Paperless!** Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

## Contact Us

- Call us: 0345 140 1000
- Email us: [us@unity.co.uk](mailto:us@unity.co.uk)
- Visit us: [unity.co.uk](https://www.unity.co.uk)

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2024		Balance brought forward	£0.00	£0.00	£22,974.36
20/12/2024	Faster Payment Debit	B/P to: Peter Schwind	£40.00	£0.00	£22,934.36
20/12/2024	Faster Payment Debit	B/P to: Kevin B. Money	£297.00	£0.00	£22,637.36
31/12/2024	Fee	Service Charge	£6.00	£0.00	£22,631.36

I 9287-37  
E 5076.91

Page number 1 of 2

Statement number 019

**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.  
Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
Calls may be monitored and recorded for training, quality and security purposes.  
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**INVESTORS IN PEOPLE**  
We invest in people Gold





LCPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2024/25	Total Income / spend to Jan '25	Left in Budget as at Jan '25	Anticipated left in Budget as at 31.03.25
<b>Income</b>	Precept	8735	£ 8,735.00		
	Other Income / Grant	0	£ -		
	Bank Interest	0	£ -		
	VAT Refund	0	£ 467.37		
	Donations	0	£ 85.00		
	<b>TOTAL</b>	<b>8735</b>	<b>£ 9,287.37</b>		
<b>Exp.</b>					
Staff	Salary	3564	£ 2,920.12	£ 643.88	£ 49.88
	Home / Office allowance	180	£ 150.00	£ 30.00	£ -
Adm.	Payroll	132	£ 120.00	£ 12.00	£ 12.00
	Clerk Expenses	125	£ 46.06	£ 78.94	£ 70.00
	Training	300	£ 128.00	£ 172.00	£ 150.00
	Village Hall hire	132	£ 180.00	-£ 48.00	-£ 48.00
	Online mapping	0	£ -	£ -	£ -
	Donations - PCC: Other	300	£ -	£ 300.00	£ -
	Subscriptions - SALC:SWT: ICO: CAS: OneSuffolk:	360	£ 223.32	£ 136.68	£ 136.00
	Parish Council Insurance	290	£ 264.00	£ 26.00	£ 26.00
	Annual Audit	0	£ 19.80	-£ 19.80	-£ 19.80
	Dog Bin (Emptying / New)	400	£ 276.00	£ 124.00	£ -
	Footpath Cutting	750	£ -	£ 750.00	£ -
	Contingencies	500	£ 886.00	-£ 386.00	-£ 386.00
	Community Wardens	750	£ -	£ 750.00	£ -
	Election Costs	150	£ -	£ 150.00	£ 150.00
	Repairs	100	£ -	£ 100.00	£ 100.00
	Maintenance	250	£ -	£ 250.00	£ 150.00
	Neighbourhood watch	100	£ -	£ 100.00	£ 100.00
	Defibrillator electricity	80	£ 80.00	£ -	£ -
	Bank Charges	72	£ 53.40	£ 18.60	£ 6.60
	<b>GRAND TOTAL</b>	<b>8535</b>	<b>£ 5,346.70</b>	<b>£ 3,188.30</b>	<b>£ 496.68</b>
	VAT TO RECLAIM		£ 267.21		
	<b>Total:</b>		<b>£ 5,613.91</b>		



	<b>FINANCE JANUARY 2025 PAYMENTS</b>					
	<b>INCOME:</b>					
		<b>EXPENDITURE</b>				
<b>Chq No.</b>	<b>Invoice No.</b>	<b>Payee</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>	<b>LCPC Ref</b>
BACS	Jan '25	Kevin B. Money - Clerk payment	£ 297.00	£ -	£ 297.00	31
BACS	3996	DM Payroll Services	£ 60.00	£ -	£ 60.00	32
BACS		Village Hall meeting cost	£ 180.00	£ -	£ 180.00	33
		<b><u>TOTAL:</u></b>	<b>£ 537.00</b>	<b>£ -</b>	<b>£ 537.00</b>	
		Denotes already paid				