



# Newton Flotman Parish Council Meeting Minutes

Tuesday 26 September 2023, 7.30pm, Newton Flotman Village Centre

Present: Paul Weeks (Chairman) Maria Hutson (Clerk)  
Bruce Turnbull  
Cate McNerney  
Drew Broad

15 members of the public  
John Cook

- 1) To consider accepting apologies for absence  
Apologies were received from David Segens which were accepted.
- 2) To receive declarations of interest on items on the agenda and consider any requests for dispensations  
Paul Weeks and Bruce Turnbull declared an interest in item 8d as there are a members of the Long Stratton Medical Partnership's Patient Participation Group.  
Drew Broad declared an interest in item 8b as he is on the Village Centre Committee.
- 3) To approve and confirm minutes of the last full council meeting on 1 August 2023  
**These were agreed as a true record of proceedings with no amendments.**
- 4) Matters arising from previous minutes  
Still awaiting profile from Cate McNerney
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports

District Councillor – Norwich to Tilbury Pylons have been objected by South Norfolk Council. Updated on other local issues including planning issues. He is also involved with wider issues including increasing recycling within the district.

Flordon Road, Parish Partnership - a number of issues were raised regarding the proposed scheme of positioning "gateways" at the North end of Flordon Road and adding hatching along the road on the first bend. The consensus was something should be done to try and reduce speeding which the residents stated was mainly from traffic traveling from the A140 Ipswich Road along Flordon Road. Residents stated that they didn't think that the proposed scheme would be sufficient to reduce the speeding problem. They suggested a trod, speed bumps or a chicane as alternative solutions.  
Trees on Grove Way – there are a number of trees that need attention, some are dead. Norfolk County Council have come out but will not take action and say they are safe.

Member of the public said they would like to see the pre-school/nursery back in the village. It is an important service for the community and funding available for setting something up. The Parish Council advised them to undertake research to confirm that there is demand for a pre-school/nursery and how it would be managed before they came back to the Parish Council with a proposal to set it up.

Re-wilding of the village green – there was a mixture of positive and negative comments. It was stated that it will take a number of years for the wild flowers to become stronger than the grasses. A different cutting pattern was suggested that will help the overall look of the green.

- 6) To review any correspondence received (that is not already on the agenda) – **for information only**  
None
- 7) Councillor updates (to hear reports from Councillors on any parish activity they have undertaken since the last meeting, and which is not on the agenda) – **for information only**  
Paul Weeks attended a Town and Parish Forum where it was announced that a Pride of Place grant has been awarded for a feasibility study in relation to access to Smockmill Common. He also attended Future Focus, a civic event.
- 8) Regular Items – to receive any updates and to agree any necessary action in relation to:
  - a) Highway Issues including agreeing letter to residents regarding Parish Partnership  
Letters were sent out and responses have been received. It was raised that the Police are urging residents to report incidents of speeding. If significant speeding is recorded than mobile speed cameras could be deployed.
  - b) Newton Flotman Village Centre & Alan King Playing Field  
None
  - c) Church activities and Carols on the Green  
The report was noted. The provisional date for the carols is 22<sup>nd</sup> December which the Parish Council supports.
  - d) Patient Participation Group  
Paul Weeks gave an update from the recent AGM which included appointment capacity and recruitment.
  - e) Youth Club including grant feedback  
Reopened 2 weeks ago with 8 children after summer break. Last week's session was cancelled due to annual leave. **It was agreed to ask YMCA for a refund on this missed session**
- 9) To consider applying for a Parish Partnership application in respect to traffic calming measures on Flordon Road  
There were discussions regarding the proposed scheme and considering residents' comments. **It was agreed that the clerk will contact Highways saying that the Parish Council will apply for Parish Partnership funding for the proposed scheme as an initial step. However, residents would like to see further measures in place and are Highways able to offer further calming solutions.**
- 10) To receive the consultation on South Norfolk Public Spaces Protection Order - Vehicle Related Anti-social Behaviour  
**The Parish supports this, clerk to email South Norfolk**
- 11) To consider the grass cutting options for the Village Green for 2024  
There were discussions considering the comments from members of the public. **It was agreed to ask Richard and Andy to draw up a new cutting plan of the village green to be presented at the next meeting.**
- 12) To consider undertaking clearance of access to the river at Joy Avenue  
**It was agreed to go ahead with the clearance of the brambles and other undergrowth as soon as possible.** This will be added as a regular item for next year's budget.

13) To hear an update on the development of a Neighbourhood Plan and consider terms of reference for a steering group

Paul Week gave an update on the consultation events that have happened over the summer. **It was agreed for the steering group to go ahead. The terms of reference will be drafted and considered at the next meeting.**

14) To hear an update on the refresh of the community emergency plan

Defer to the January meeting

15) To review the-

a) Health and Safety Policy

b) Social Media Policy

**It was agreed to accept these revised policies**

16) Finance

a) To note receipts and payments made since the last meeting

Anglian Water	Allotment Water	£59.00
South Norfolk Council	Dog Waste Bins	£1,002.00
CGM	Grass cutting	£255.58
HMRC	Month 5 PAYE	£8.40
Norfolk Pension Fund	Pension Contribution August	£127.38
Maria Hutson	August Salary and Expenses	£445.95
YMCA Norfolk	50% Youth Club	£3,749.00

These payments were noted

b) To agree invoices for payment

Village Centre	Fete, fee for stand	£20.00
Pam Moyes	Bus shelter cleaning Aug & Sep	£62.52
KC Engineering	Bench Repairs	£180.00
Bruce	Bench fixings	£15.57
HMRC	Month 6 PAYE	£8.40
Norfolk Pension Fund	Pension Contribution September	£127.38
Maria Hutson	September Salary and Expenses	£453.82
WIX (Kirsten Remer)	nfasthg.com domain name	£32.40
WIX (Kirsten Remer)	nfasthg.com domain plan	£86.40
LMN Tree Care	Tree work on village green	£300

These were agreed and will be authorised

c) To discuss areas for growth in the 2024/25 budget

There was a short discussion around 24/25 budget including grants and grass cutting. A draft will be brought to the next meeting.

The monthly fee for allotment water will decrease to £41 from November

It was not possible to get the Unity banking forms re-signed for adding Drew (Andrew) Broad as a signatory as David Segens is not present at the meeting.

17) Planning

a) To review planning meeting decisions since the last full Parish Council meeting - Planning Application 2023/2578, 2023/2638

Comments logged to support these applications

- b) To hear a report on plans accepted/refused by South Norfolk Council 2022/2343, Approved with conditions
- c) To consider any planning applications that may be received after the publication of the agenda.  
None

18) To receive items for the next agenda

- Terms of reference for Neighbourhood Plan Steering Group
- Review Grass cutting plan
- Draft budget plan
- Parish Partnership application
- Grant scoring – applications, village centre, partnership, church

19) To note the date of the next meeting Parish Council Meeting – 7 November 2023, Village Centre, 7:30pm

Meeting finished at 21:25