



# Newton Flotman Parish Council Meeting Minutes

Tuesday 28<sup>th</sup> March 2023, 7.30pm, Newton Flotman Village Centre

Present: Paul Weeks (Chairman) Maria Hutson (Clerk)  
Bruce Turnbull  
Jeff Billings  
Cate McNerney  
Drew Broad (from item 6)

1. To consider approving apologies for absence  
David Segens – approved. It was also noted that Lesley Berry has resigned.
2. To receive declarations of interest for items on the agenda and to consider any requests for dispensations

Paul Weeks and Bruce Turnbull declared an interest in item 10d as they are members of the Long Stratton Medical Partnership's Patient Participation Group.

3. To approve and confirm minutes of the last full council meeting on 28 February 2023  
**These were agreed as a true record of proceedings with no amendments**
4. Matters arising from previous minutes  
Noticeboard – Bruce Turnbull gave an update, it should be fitted in the next couple of weeks, weather permitting.
5. To consider co-opting a Councillor  
**Andrew Broad was co-opted as a Councillor**
6. To consider nominating a vice-chair  
None at this time
7. Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports  
No members of the public present
8. To review any correspondence received (that is not already on the agenda) – **for information only**  
None
9. Councillor updates (to hear reports from Councillors on any parish activity they've undertaken since the last meeting, and which is not on the agenda) – **for information only**  
Paul Weeks – Updated on Neighbourhood Planning training and Town and Parish Council forum
10. Regular Items – to receive any updates and to agree any necessary action in relation to:
  - a. Highway Issues  
Letter acknowledged by Norfolk CC and meeting date to be arranged after Easter
  - b. Newton Flotman Village Centre & Alan King Playing Field  
No update
  - c. Church activities  
No update

Signed ..... Date .....

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- d. Patient Participation Group  
Bruce Turnbull gave an update of recent meeting and use of the NHS App
- e. Youth Club  
Attendance has been increasing. Waiting for outcome of Adnams grant application and for Saracens Grant scheme to re-open.

11. Periodic Items

- a. Consider adopting the revised Code of Conduct  
**Agreed to adopt revised LGA Code of Conduct post-Election from May.**
- b. To agree the Parish Council representative on the Village Centre Committee for the forthcoming year  
**Drew Broad agreed to be the rep on the committee, Clerk to let William Ball know**

12. To hear an update on events planned for the Coronation in the village and SNC funding available  
A community picnic is to be held at the Village Centre on the Sunday. The Church will be hosting a volunteer event on the Monday. School will also be holding a family event. There is the opportunity for the Parish Council to apply for £200 from SNC to support events. **Clerk to apply for funding to be split between school event and village centre event.**

13. To review the 22/23 Parish Council objectives and set objectives for 2023/24  
2022/23- Objectives and outcomes;

- Improvements in the road safety and introduce speed calming measures on Flordon Road - progress is being made but hampered by County Council
- Establish a committee to undertake fund raising for a skatepark on the playing field of the Village Centre – consultation event was undertaken but there was not sufficient support to pursue this.
- Establish the YMCA youth club and have it running successfully with 20 children attending regularly - this has been running since May 2022
- Fill the two councillor vacancies – 4 new Councillors have been co-opted however for health/other reasons 3 Councillors have resigned during the year.
- Pursue with other agencies and landowners the proposal to provide access to Smockmill Common from Newton Flotman – meetings have been unsuccessful in providing this.

Agreed 2023/24 objectives

- Pursue with other agencies and landowners the proposal to provide access to Smockmill Common from Newton Flotman
- Monitor additional expenditure that is requested to assist with future budget setting
- Further develop the Planning Policy to incorporate dark skies and green spaces guidelines
- Consult on the interest in developing a Neighbourhood Plan
- Communication – produce 10 regular newsletter and partnership magazine articles. Update and maintain the Parish Council website
- Cost of living crisis – Raise the profile of the Parish Council and the Councillors. Signpost residents to other organisations.
- Improvements in the road safety and introduce speed calming measures on Flordon Road
- Apply for funding for the Youth Club to continue sessions.
- Support Village Centre to develop suitable recreational facilities for the village.

14. Finance

a. To note receipts and payments made since the last meeting	
Anglia Water, Allotment	59.00
Norfolk Pension Fund	129.58
M Hutson, Clerk Salary and Expenses	370.67
HMRC, PAYE	83.00
NPTS, Training	60.00
South Norfolk Council, Dog bin emptying	892.80
P Moyes, Bus shelter cleaning	56.00
b. To agree invoices for payment	
YMCA, 50% annual Youth Club costs	3,801.50
Village Centre, Annual hire for meetings	125.13
Village Centre, 3 months Youth Club hire	234.00

15. Planning

- a. To hear a report on plans accepted/refused by South Norfolk Council  
None
- b. To consider any planning applications that may be received after the publication of the agenda.  
None
- c. Confirm planning rota and revised procedure for dealing with planning applications'  
All agreed

16. Consideration of the July meeting date

The Clerk is unable to attend the current July date. It was agreed to move the meeting to 1<sup>st</sup> August – **clerk to book venue and circulate.**

17. To receive items for the next agenda

NALC subscription

18. To note the date of the next meeting including Annual Parish Meeting – 25 April 2023, Village Centre, 7:30pm

19. To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed

20. To hear a report on the Clerk's appraisal and to note the new salary

The report was noted.

Meeting closed at 21:20