



Newton Flotman Parish Council Meeting Minutes

Tuesday 28 September 2021, 7.30pm, Newton Flotman Village Hall

Present: David Gibbs (Chairman) Julie King (clerk)
Bob Kelf
Jeff Billings
Paul Weeks
Bruce Turnbull
Lesley Crump

Members of the public – 20 members of the public including Florence Ellis, District Councillor and Julian Wells, FW Properties.

Prior to the start of the meeting, Julian Wells of FW Properties spoke regarding the proposed development off Alan Avenue. He introduced himself and FW properties outlining their business including houses built locally. He explained that FW Properties were the developer appointed by the two landowners for the site known as NEW1 which was an allocated site for 30 new dwellings. He explained that there were existing site-specific requirements including that the site would be accessed off Alan Avenue. FW Properties had submitted early plans to South Norfolk Council for an informal response, a stage that was anticipated would be concluded in the next 2-3 weeks. The next step would be a public consultation event which would be held on Thursday 4 November, 4-8pm, at the Village Centre, where FW Properties would be available to present the proposal, to answer questions and to receive responses from residents, it would also be possible to respond online. Leaflets would be distributed inviting residents to attend. Comments received would help shape the development and be encapsulated in statement of community development. It was anticipated that a planning application would be submitted by the end of the year and it was hoped that planning consent would be granted by the end of March. They expected to be on site by end of May, the development would be built in one phase and should be completed by Autumn 2023.

Julian said that the plot known as SN4024, also off Alan Avenue, was part of a different consultation exercise and would have a different timetable.

In response to questions Julian said that seven of the 30 homes would be affordable, restricted to use by those who lived or had connections with Newton Flotman, they would be working with an affordable housing provider, probably Broadland Housing.

Julian was questioned over the access used during construction. They would be appointing a contractor who would produce a Construction Phasing Plan, which would show how the

construction would be implemented. This would be confirmed when the planning conditions were discharged. Jack Trudge, Project Manager would be available at the public consultation event and would be able to answer questions regarding this.

Concerns were expressed regarding mud left on Alan Avenue and parking that had blocked driveways during a recent site visit. Julian would take this back and, until there was parking available on the site, ensure that visitors parked at the Village Centre. It was pointed out that there was a high proportion of people with physical and sensory disabilities in the village and that if they were forced to walk on the road, they wouldn't be able to hear traffic behind them.

Concern was expressed regarding the lack of facilities in the village, the site had been assessed by South Norfolk Council and they believed the village had the necessary capacity.

Questions were also asked regarding wildlife conservation and those present were told that agricultural and ecological surveys had been carried out and the important tress on the site would be retained.

Julian was thanked for the update.

- 1 Apologies for Absence
It was agreed to approve apologies from Bob McKelvey – away from home.

- 2 Declaration of Interest for Items on the Agenda and Dispensations
Paul Weeks declared an interest in item 8b as he is a trustee of the Village Centre Management Committee and item 8d as he is a member of the Long Stratton Medical Partnership's Patient Participation Group.

- 3 Minutes of the Meeting held on 21 July 2021
These were agreed as a true record of proceedings with no amendments.

- 4 Public Participation
Florence Ellis said that the application by Ben Burgess had been withdrawn and that South Norfolk Council would be monitoring the site and were looking to put Tree Preservation Orders on some of the trees.

With regard to the accommodation review being undertaken by South Norfolk and Broadland Councils, it was understood that use of offices at County Hall was no longer an option as they would be required by Norfolk County Council.

South Norfolk Council were encouraging landlords to offer their houses to Afghan refugees, offering to make them available and pay rent the first year's rent.

South Norfolk Council were supporting community litter picks, it was noted that one was being carried out in the village that coming Saturday.

Finally, Florence said that there had been 1644 comments from 723 people as part of the Village Cluster consultation and that 62 new sites had come forward as a result which would need to be assessed.

5 Correspondence

Correspondence had been received regarding 'memorial tokens', plaques that had been produced for every village in Norfolk to commemorate the work undertaken in communities during the year of the pandemic. It was anticipated that this was likely to be presented at a future parish council meeting and consideration was given to those who should be invited.

It was noted that the Highway Rangers would be visiting the village during October, the clerk should be notified of anything requiring their attention by 8 October.

6 Councillor Updates

David Gibbs had attended a presentation on the 'Safer Norfolk Plan' and he and Paul Weeks attended a civic reception to mark Florence Ellis's year as Chairman of South Norfolk Council.

7 Matters Arising

None.

8 Regular Items

a Highway Issues

The path on the east of the A140 had been cleared, the replacement bus stop sign and the light on the pedestrian refuge on the A140 were awaited.

b Newton Flotman Village Centre and Alan King Playing Field

Paul Weeks reported that committee had met on 31 August, discussed outstanding issues and agreed the agenda for first formal meeting of the year. It has also been agreed to trial a film night on 26 October and, if went well, future film nights on November 16 and December 21 would be held.

It had been decided that the Village Centre should have a social media presence. The covid-19 group would become the village group and the village group would become the Village Centre group. There was also an existing Newton Flotman Village Centre Facebook page set up in 2018 and the current committee were trying to trace the administrators.

The possibility of a Social Club had been discussed; the committee were open to the idea but the necessary volunteers would need to be found.

The committee had requested that the parish council pay for some required tree work, **it was agreed to grant £360 to the Village Centre.**

c Church Activities

It was noted that regular Sunday services were being held at 11am with 8am and 4pm Eco Church on second Sundays. The Bronze Eco Award had been awarded and there was work ongoing towards the Silver Award. An events group had been set up to co-ordinate church led activities and to be a point of contact for other village groups for joint events. Activities being established/re-established were 'Men's Meet Up Monday's', a Walking Group and Village Cafe. The Post Office outreach continued despite technical hiccups which had meant it has been cancelled at times, the PCC were actively trying to ensure that they could secure reliability of service.

The community allotment, started by church members, was up and running and a walking group had started the previous week with 12 people walking to Mulbarton and back. The previous Saturday's Village Café had had been hosted by Newton Flotman and Saxlingham Thorpe Heritage Group (NFaST).

The Village Café on 16 October would be hosted by the parish council with Jeff Billings and Paul Weeks and David Gibbs volunteering to attend. It would be a good opportunity for parishioners to get to know the councillor and to raise any issues they had. It was hoped that it could be repeated and councillors would take it in turns to host the morning.

d Patient Participation Group

Paul Weeks said that new dispensary was up and running at the front of the building and he was pleased that the Medical Practice had submitted an article for September Partnership regarding future proofing the surgeries in light of predicted development. It was hoped that the surgery in Newton Flotman would be open Monday, Tuesday and Thursdays from mid-October.

In line with other GP surgeries, triage was being conducted over the 'phone with face-to-face appointments being offered as required. Concern was raised regarding difficulties obtaining appointments and Paul agreed to investigate.

e Development

Julian Wells of FW Properties had come along to the beginning of the meeting to speak about the proposed development on plot known as NEW1 off Alan Avenue.

The Clerk had requested and continued to chase for a meeting with Anglian Water to discuss the sewage and surface water drainage in the village.

The council's comments regarding the Village Cluster consultation had been submitted and Florence Ellis had given an update earlier in the meeting.

f Flordon Road/A140 Junction Improvements

Highways had responded indicating that within the existing highway budgets they did not have the scope to progress any further designs. Any larger scheme would have to be allied to, and funded as part of, any planning application, and officers in

Developer Services were aware of the junction and would actively seek measures as part of any planning requiring input from the Highway Authority.

- g Access to Smockmill Common and Land East of the A140
It was agreed that it would not be possible to progress this until the results of the Village Cluster consultation were known.

9 Matters Arising

a Parish Plan

Olivia Byrne had attended the meeting to update councillors. She had conducted one to one interviews, focus groups and was collating completed questionnaires, half of which had been completed online and the other half on paper, overall, there had been 150 responses. The major themes had been traffic, footpaths and recreational facilities. She spoke about the use of the current facilities and residents' current satisfaction. Finally, despite wanting key changes, 40% of those surveyed said that they were very likely to live in Newton Flotman in 10 years' time.

Paul Weeks thanked Olivia and the residents who had taken part in the study for their time, a full written report would be produced in due course.

b Tree Planting on and Cutting of King's Green

The trees required had been ordered via the South Norfolk Tree Warden network for delivery in November. It was thought that there would be no charge for the trees but funding for the supports and stakes may be required. Highways had been approached and a response was awaited.

Specification for the cutting would have to be drawn up and quotes obtained for next seasons grass cutting.

c Parish Partnership Scheme 2022/23

Councillors had met with the Highway Engineer to discuss a possible trod-path for Flordon Road and village gateways. Gateways would be possible; it had been estimated that the trod-path for Flordon Road would be in excess of £180,000.

It was agreed to ask Highways to produce costs for two gateways on Flordon Road at the current speed restriction signs at the Flordon end of village, two on the A140 as you enter the village from the north at the speed restriction signs and one on the A140 as you enter the village from the south where the 'Newton Flotman' sign is currently located.

It was agreed not to pursue the trod-path on Flordon Road due to the cost.

d Platinum Jubilee of Queen Elizabeth II

Consideration was being given to the lighting of a beacon on the night of 2 June and a lunch on Sunday 5 June 2022. It was hoped that the Village Centre Committee and Church would be involved and Paul Weeks was willing to coordinate the plans.

- e Clearance of Area at top of Alan Avenue
A quote had been obtained; **it was agreed to issue the contract to LMN Tree & Hedge Care at a cost of £200.**
- f Weed Killing at the top of Alan Avenue
A quote had been obtained; **it was agreed to issue the contract to LMN Tree & Hedge Care at a cost of £40 per visit.**

10 New Items

- a Offshore Transmission Network (OTN)
The Norfolk Parish Movement had asked parish councils to support their campaign for the design and implementation of an OTN as soon as possible and for the halting of all radial connections until the OTN was developed. This was discussed and **it was agreed not to support.**
- b Grant Awarding Policy
A policy had been drafted and was considered; **it was agreed to adopt the policy.**
- c Damage to the Bus Shelter and Low-Level Vandalism
The incident the previous weekend had been reported to and investigated by the Police. It was noted that one of the wooden upright supports was no longer attached at the bottom, possibly caused at the same time and the clerk would look at how it could be repaired.

The clerk had also spoken with the Police about burning on the land on the east of the A140, they had advised that if it occurred again, it should be reported at the time.

It was noted that three girls had slept on King's Green the previous Saturday night into Sunday morning. They had wanted to see the sunrise and were safe. They had left later that morning removing their belongings.
- d New Dog Bin between Grove Way and the Railway Line
Consideration was given to installing a new dog bin, **it was agreed to purchase and install with an estimated installation cost of up to £200** it would be added to the list of bins to be emptied by South Norfolk Council.

11 Periodic Items

- a Equality and Diversity Policy
This was reviewed, no amendments were made.
- b Health and Safety Policy
This was reviewed, no amendments were made.
- c Carols on King's Green
It was agreed to once again grant permission for carols on King's Green likely to be in the week before Christmas.

12 Consultations

- a Norfolk County Council's Transport for Norwich Strategy Consultation
This was noted, **it was agreed not to respond.**

- b South Norfolk Council's Accommodation Review
This was considered. **It was agreed to respond stating that the Parish Council felt that it was important to retain an office in South Norfolk for people-facing services.**

- c South Norfolk Council's Gambling Policy Review
This was noted, **it was agreed not to respond.**

13 Finance

- a Requests for Donations
None.

- b Receipts and Payments since the last meeting
The following receipts since the last meeting were noted:
Norfolk County Council Grant for SAM2 repair £360.00

The following payments since the last meeting were noted:
Anglian Water Allotment water £20.00
Olivia Bryne Parish Plan £288.00
The CGM Group (East Anglia) Ltd Grounds maintenance £45.26
The CGM Group (East Anglia) Ltd Grounds maintenance £21.98
The CGM Group (East Anglia) Ltd Grounds maintenance £43.97
The CGM Group (East Anglia) Ltd Grounds maintenance £22.63
Anglian Water Allotment water £20.00

- c Invoices for Payment
The following were approved for payment:
J King Salary & expenses (Aug & Sept) £597.43
Norfolk Pension Fund Pension contribution £133.10
HMRC Tax & NI £0.20
Olivia Bryne Parish Plan £240.00
Norfolk Parish Training & Support Training £50.00
Minuteman Press Parish Plan questionnaires £94.00
P Moyes Bus shelter cleaning (Aug & Sept) £56.00

14 Planning

- a Bloy's Grove
Nothing new to report.

- b Long Stratton Applications 2018/0111 & 2018/0112
There had been some amendments to the applications, **it was agreed that no further response was required.**

- c Swainsthorpe – Ben Burgess Application 2018/2631
The application had been withdrawn.
- d Review of Planning Meeting Decisions
Those applications, along with the recommendations made at planning meeting/s were noted:
2021/1609 – Driftway, Ipswich Road
It had been agreed to support the application.
- e Planning Decisions taken by South Norfolk Council
2021/1609 Driftway, Ipswich Road Approved with conditions
- f Planning Appeals and Enforcements
Planning enforcement were investigating the metal barns at New Cranes Farm.

15 Items for Next Agenda
None.

16 Date of Next Meeting
Tuesday 30 November 2021, 7pm.

17 Exclusion of the Public
It was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude the public due to the confidential nature of the item to be discussed.

18 Clerk’s Contractual Hours
It was agreed to increase the contractual hours of the clerk from four to seven hours per week.

The meeting closed at 9.53pm.