



Newton Flotman Parish Council Meeting Minutes

Tuesday 30 March 2021

(this meeting was held virtually using the GoToMeeting platform)

Present: David Gibbs (Chairman) Julie King (clerk)
Bob Kelf
Bob McKelvey
Jeff Billings
Paul Weeks

Members of the public – Florence Ellis, District Councillor and Colin Foulger, County Councillor.

- 1 Apologies for Absence
None.
- 2 Declaration of Interest for Items on the Agenda and Dispensations
Paul Weeks declared an interest in item 9b as he is a trustee of the Village Centre Management Committee and item 9d as he is a member of the Long Stratton Medical Partnership's Patient Participation Group. Bob McKelvey, Bob Kelf and Paul Weeks declared an interest in item 11a as they knew the correspondent.
- 3 Minutes of the Meeting held on 26 January 2021
These were agreed as a true record of proceedings with no amendments.
- 4 Councillor Vacancies
There had been no interest.
- 5 Public Participation
Colin Foulger said that it would be his last meeting, as he would not be re-standing as County Councillor at the forthcoming elections. David Gibbs thanked Colin for his support and wished him a happy retirement.

Florence Ellis spoke of her work on the Regulation and Planning Policy Committee which was dealing with the Village Cluster Policy, the preferred sites would go to cabinet in June and this would be followed by a public consultation. The Long Stratton by-pass application was expected to be submitted shortly with permission granted in the autumn and work starting soon after.

Florence also spoke of the 'Community Action Fund', suitable for large projects in South Norfolk, the closing date of which was in June, she would forward details.

Signed

Date

Page

In response to questions, Florence said that the Ben Burgess applicant had been granted additional time to prepare supplementary documents and she agreed to find out if the money granted for a VE Day celebration, that had been unable to take place due to Covid restrictions, would have to be paid back.

6 Correspondence

The Clerk had received correspondence regarding the untidy and muddy state of the verges on School Road. Highways had been consulted and whilst sympathetic had said that there was little that could be done.

The Clerk had also received correspondence regarding the worn state of the car park at Blunderville Manor, this had been referred to Saffron Housing

7 Councillor Updates

None.

8 Matters Arising

None.

9 Regular Items

a Highway Issues

A loose dimpled slab at the junction of Brighton Road and Sewells Close and the broken bus stop sign had both been reported to Highways.

b Newton Flotman Village Centre and Alan King Playing Field

Paul Weeks reported that investigations were due to take place in May to look at what could be done regarding the overflowing ditch alongside the access road. Paul raised concerns regarding the Management Committee, they had not met for a year, partially due to Covid restrictions, and the Chairman was currently indisposed. The only activity in the Centre was the Pre-school, but with restrictions lifting activities would need to resume. Finally, Paul said that an area near the gate was to be left to grow encouraging wild flowers.

c Church Activities

Nothing to report.

d Patient Participation Group

Paul Weeks reported that the dispensary at the Surgery was working well, was up to 75% capacity and was issuing 250 items per week. A new Partner had been appointed who would be responsible for Olive House but would also see patients at Newton Flotman. It was clear that the Surgery would re-open, although a date was yet to be decided. Paul spoke of the additional houses planned for Long Stratton, capacity was being looked at in light of this and one solution might be to increase the opening days of Newton Flotman Surgery.

10 Matters Arising

- a Flordon Road/A140 Junction Improvements
The redundant 30mph signs on St Mary's Close would be removed by Highways as one side indicated 40mph which was no longer the case.

- b Access to Smockmill Common and Land East off the A140
With the slight lifting of Covid restrictions, the Clerk was pushing for the planned meeting due to take place over the winter.

- c Removal of Dead Tree and Cutting back of Vegetation at the Allotments
The allotment holder had installed a temporary boundary until the laurel and brambles had had a chance to fill in the gap left by the removal of the dead tree.

- d Bus Service to the Top of the Village
It was agreed to press for the introduction of this service in a couple of months, once covid-19 restrictions had been lifted.

- e Flooding of the River Tas
Consideration had been given to the measures that the Parish Council could take to alleviate the flooding risk but it was felt that the potential liability was too high. **It was agreed to seek a site meeting with the Environment Agency to ascertain what could be done.**

- f Parish Plan
The actions from the 2008 Parish Plan were reviewed, overall, it had been a worthwhile exercise. It was felt that it was important to ascertain what the village required and for villagers to see that the Parish Council were active in addressing issues. Discussions had taken place with lecturers at the UEA regarding the possibility of students undertaking the surveying and analysing work required. **It was agreed that Paul Weeks and Jeff Billings would produce terms of reference and costings for further consideration.**

11 New Items

- a Double Yellow Lining and St Mary's Walk
A resident had raised concern at the lack of consultation prior to the double yellow lining and the condition of St Mary's Walk.

It was noted that Saffron Housing had indicated that they owned the section of St Mary's Walk behind numbers 1,2 and 3 Lime Bank but not the remainder.

Norfolk County Council had been responsible for the consultation regarding the double yellow lining. Councillors recalled a, not very prominent, site notice but had understood that Norfolk County Council would be consulting with residents.

It was agreed to ask Saffron to look again at the ownership of St Mary's Walk and to respond to the resident saying that the parish council was following up with Saffron. With regard to the consultation, to explain that it was understood that

Norfolk County Council were consulting residents but to apologise if they had not been consulted.

- b Community Allotment
A request had been received for a community allotment, with people in the parish using the allotment and shed as a meeting place and to grow vegetables, **it was agreed to support this.**
- c Armed Forces Covenant
Signing the Armed Forces Covenant was discussed. Whilst councillors were supportive, it was felt that the Parish Council could not contribute and **it was therefore agreed not to sign the Covenant.**
- d Litter Pick Equipment and Disposal
Jeff Billings reported that he had secured support for litter pick equipment and disposal from South Norfolk Council which were to be used by the Lions.
- e SLCC Virtual Regional Training Seminar
It was agreed to pay for the Clerk's attendance at a cost of £22.50
- f Pop-up Food Business
A request had been made by the owner of a pop-up food business to park and sell from the village on one occasion per week. They had suggested either around Kings Green or the Village Centre Car Park. Paul Weeks had obtained consent from the Medical Partnership for use of the surgery car park out of hours. **It was agreed to suggest this as the location and suggest that the food business make direct contact with the Surgery.**
- g 1 Million Trees for Norfolk
The update had been forwarded on to the Tree Warden.

12 Periodic Items

- a Annual Parish Meeting – Tuesday 27 April
It was agreed that the Annual Parish Meeting would be held on 27 April using the GoToMeeting platform with the usual groups invited to present or submit reports.
- b Village Centre Representative
It was agreed to appoint Paul Weeks as the Parish Council's representative on the Village Centre committee. Jeff Billings also agreed to join the Village Centre Committee.

13 Finance

- a Requests for Donations
It was agreed to donate £30 to Norfolk Accident Rescue Service.

- b Receipts and Payments since the last meeting
The following receipts since the last meeting were noted:
- | | | |
|------|---------------|--------|
| HMRC | Tax/NI refund | £12.65 |
|------|---------------|--------|
- The following payments since the last meeting were noted:
- | | | |
|--------------------------|---------------------|---------|
| Julie King | Laptop and software | £879.98 |
| The CGM Group | Grounds maintenance | £104.45 |
| Information Commissioner | Registration | £35.00 |
| Anglian Water | Allotment Water | £20.00 |
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- c Invoices for Payment
The following were approved for payment:
- | | | |
|-------------------------|----------------------------------|---------|
| J King | Salary & expenses (Feb & Mar) | £591.36 |
| Norfolk Pension Fund | Pension contribution | £168.53 |
| Allotment Association | Subscription | £60.00 |
| P Moyes | Bus shelter cleaning (Feb & Mar) | £50.00 |
| Norfolk Accident Rescue | Donation | £30.00 |

14 Planning

- a Bloy's Grove
South Norfolk Council were consulting on the Environmental Statement scoping opinion, **it was agreed not to make comment.**
- b Long Stratton Applications 2018/0111 & 2018/0112
Updated proposals had been received for consultation regarding the public right of way footpath 26, **it was agreed not to make comment.**
- c Swainsthorpe – Ben Burgess Application 2018/2631
This had been covered under Public Participation.
- d Long Stratton Neighbourhood Plan
This was being consulted upon, **it was agreed not to make comment.**
- e Review of Planning Meeting Decisions
Those applications, along with the recommendations made at planning meeting/s were noted:
None.
- f Planning Decisions taken by South Norfolk Council
- | | | |
|-----------|-------------------------|--------------------------|
| 2020/2196 | 22 St Mary's Close | Approved with conditions |
| 2020/2303 | Bridge End, Church Road | Approved with conditions |
- g Planning Appeals and Enforcements
Despite chasing, there had been no response from planning enforcement regarding the metal barns at New Cranes Farm.

15 Items for Next Agenda
Future events such as Norfolk Day (27/7), Queens Platinum Jubilee (June 2022) and the reopening after lockdown.

16 Date of Next Meeting
Consideration was given to future parish council meetings in light of the end of the legislation that allowed for virtual meetings on 6 May. **It was agreed to hold the May meeting on Tuesday 4 May, 7.30pm.**

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 Appraisal and Contractual Hours
The Clerk's contractual hours were reviewed it was agreed not to alter at this time but to review again in six months' time.

David Gibbs and Bob Kelf had completed the Clerk's appraisal and had shared its contents with Councillors.

The meeting closed at 9.22pm.