



Newton Flotman Parish Council Meeting Minutes

30 January 2024, 7.30pm, Newton Flotman Village Centre

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

District Councillor, John Cook; 1 member of the public.

- 1) To consider accepting apologies for absence
All present
- 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 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.
Paul Weeks and Drew Broad declared an interest in item 8f as they are on the Neighbourhood Plan steering group.
- 3) To approve and confirm minutes of the last full council meeting on 28 November 2023
These were agreed as a true record of proceedings with no amendments.
- 4) Matters arising from previous minutes
Cate McNerney – website page
Trees on Grove Way – these have been cut back.
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
Cllr John Cook gave an update on planning issues. Cllr Cook met with Paul Weeks and Maria Hutson to discuss highway issues, he now has a meeting with Cllr Elmer to discuss issues that arose including the Flordon Road/A140 junction, a trod path, hatching and options for chicanes/speed bumps.

A member of the public attended the meeting regarding flooding on her property boundary into her garden. The culvert which is getting blocked is due to be jetted tomorrow by SNC to ease flow in the short-term.
- 6) To review any correspondence received (that is not already on the agenda) – **for information only**
Smockmill Common – a feasibility study into access will be commencing shortly.
- 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**

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

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Paul Weeks, Drew Broad and Maria Hutson attended a Town and Parish Forum

- 8) Regular Items – to receive any updates and to agree any necessary action in relation to:
- a) Highway Issues including reviewing Parish Partnership application
A decision for the Parish Partnership application should be received in March
 - b) Newton Flotman Village Centre & Alan King Playing Field
Update from Drew Broad – it has been suggested recognition plaque/certificates for volunteers at the hall. Social club is busy with more activities planned for this year. The table tennis club have been asked to remove their equipment as they are not operating at the moment. The roof contractors should be starting soon.

There was a discussion on the village centres response to recent flooding of ditches adjacent to the field. Parish Council to write to the Village Centre to ask for a report on their plans to reduce the flooding of the ditches at the Playing field
 - c) Church activities
A report was received which was noted.
 - d) Patient Participation Group
Paul Weeks attended a meeting on Monday regarding patients who “do not attend” their appointments. The meeting were informed that 8% of appointments were missed last year which meant that 4.5 weeks of staff time had been wasted.
 - e) Youth Club
The youth club has restarted after the Christmas break and work is underway to increase numbers. Maria Hutson and Paul Weeks to meet with the YMCA on 14th February
 - f) Neighbourhood Plan
A workshop day was held on 13th January to discuss and decide the aims and vision of the plan. AECOM will be undertaking a housing needs assessment and an analysis of the designs in the village to enable the Steering Group to develop design codes for future developments. “Placecheck” is also being used to allow residents to give their views about the parish.
- 9) To receive and update on flooding in the parish
As per items 5 and 8b the **Parish Council to write to the Village Centre to ask for a report on their plans to reduce the flooding of the ditches at the Playing field**
- 10) To receive an update on D day celebrations
Guy Hudson at New Cranes farm is happy to lend the barriers. The road closure order will be considered at the next meeting. **Paul Weeks to speak to ARTs and ask if they wish to be involved.**
- 11) To receive the asset inspection report
The report was noted and will be added to the website
- 12) Discussions on developing a Biodiversity policy
Richard and Hilary Beech have formed a Climate Change group. The church have also declared a Climate Change Crisis. **Richard and Hilary to be invited to the March meeting to discuss further.**

13) Finance

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

Receipts since the last meeting	
Groundworks Neighbourhood Plan	£6,835.00
South Norfolk Council Neighbourhood Plan	£4,500.00
South Norfolk Council Pride in Place Grant	£300.00
Payments Made Since the Last Meeting	
Go Cardless (CGM) Grass cutting October	£255.58
Anglian Water Allotment Water	£41.00
Newton Flotman Village Centre Neighbourhood Plan meeting	£19.50
Maria Hutson December Salary and Expenses	£457.33
HMRC PAYE Month 9	£14.20
Unity Bank 3rd quarter bank charges	£18.00
Pam Moyes Bus shelter cleaning (Dec & Jan)	£62.52
Maria Hutson Jan Salary and Expenses	£456.13
HMRC PAYE Month 10	£14.20
Anglian Water Allotment Water	£41.00
LMN Tree and Hedges Top of Alan avenue	£130.00
YMCA Youth Club, 2nd 50%	£3,749.00
Norfolk Pension Fund December Pension	£136.18

The payments and receipts were noted

b) To agree invoices for payment

Village Centre, Neighbourhood Plan venue hire	£45.50
Village Centre, PC meeting venue	£104
Village Centre, Youth Club venue, April - June	£234
Village Centre, Youth Club venue, July – Dec	£292.50
UDS Planning, Placecheck, Neighbourhood plan	£120
Rachel Leggett, Neighbourhood Plan, Consultant, invoice 1	£1215,30

It was agreed by all to authorise these payments.

c) To receive the 3rd quarter accounts

The accounts were noted

14) Planning

a) To consider any planning applications that may be received after the publication of the agenda

[2024/0198 | Single storey rear extension | 1 Grove Dale Newton Flotman Norfolk NR15 1QG](#)
southnorfolkandbroadland.gov.uk

PC to support application, clerk to log on the planning portal

b) To note any planning decisions made

2022/2003, Brick Kiln Farm, Brick Kiln Lane, Newton Flotman, NR14 8PY, Hazardous Substance Consent for existing Calor Gas Tanks, approved with conditions

15) To receive items for the next agenda

Applying for a road closure order for the D Day celebrations

Invite Gigi clear (internet providers) to the next meeting.

16) To note the date of the next meeting Parish Council Meeting – 27 February 2024, Village Centre,
7:30pm
Meeting closed at 21:03

