



# Newton Flotman Parish Council Meeting Minutes

Tuesday 1 August 2023, 7.30pm, Newton Flotman Village Centre

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

2 members of the public  
John Cook from item 9

- 1) To consider accepting apologies for absence  
None
- 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 27 June 2023  
**These were agreed as a true record of proceedings with no amendments.**
- 4) Matters arising from previous minutes
  - a) Councillor Profiles on the website  
Profiles are still outstanding from Cate McNerney and Bruce Turnbull, the others are online
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports

2 members of the public attended regarding the planning application 2023/1806 and their objections. They were given an overview of the planning system and urged to contact South Norfolk Council.

John Cook arrived late due to other commitments and gave an update including the Tilbury power cables which are being consulted on and progress with the Long Stratton bypass.

- 6) To review any correspondence received (that is not already on the agenda) – **for information only**

Clerk has received a call from a resident regarding a piece of land at the junction with Clabburn Close and Church Road. Since contacting South Norfolk Council it has been advised that the Land Registry are contacted. **Clerk to forward this information on.**

The bench at King's Green has been reported as being unsafe. Bruce Turnbull has taken this bench away and it was agreed for it to be fixed.

- 7) 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 attended a Parish Council chair meeting and an online Parish and Town Council Forum and gave a brief update.

- 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

It was agreed to send drafted letter to Flordon Road residents. **Clerk to print 20 letters to be sent the after the bank holiday weekend.**

A quote for an annual cut of King's meadow has been received from Excite solutions. It was agreed for a full cut and clearance, Paul Weeks to let Andy and Richard know.

- b) Newton Flotman Village Centre & Alan King Playing Field  
The Village Centre are looking to apply for a Pride of Place grant in November.

- c) Church activities  
A report was received which was noted.

- d) Patient Participation Group  
Paul Weeks has attended a recent meeting and gave an update.

- e) Youth Club including grant feedback  
The Youth Club has now finished for the school term. The Clerk is chasing the YMCA for end of term update so feedback can be given to South Norfolk Council regarding previous funding.

- 9) To consider undertaking further additional tree works To King's Green  
**It was agreed to undertake the work quoted, clerk to let LMN Tree care know.**

- 10) To hear an update on the development of a Neighbourhood Plan  
Paul Weeks had the display boards to view. It was encouraged that Councillors attend the events where possible on 18<sup>th</sup> August - Social Club, 19<sup>th</sup> August - Village Café, 23<sup>rd</sup> August - Cherry Tree Café and 27<sup>th</sup> August - Village Fete

- 11) To hear an update on the refresh of the community emergency plan  
The clerk met with the emergency planning officer and will put a draft together using the information she provided

- 12) To hear an update on attending village Fete  
The Parish Council will be attending and hope to have an area outside of Village Centre building.

- 13) To hear an update on D Day 80<sup>th</sup> Anniversary celebrations  
There is no update at this time.

- 14) To consider adopting the Armed Forces Covenant  
To defer until later in the year.

- 15) To discuss Pride in Place funding  
Village Centre to make an application in November.

16) Finance

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

Receipts Since the Last Meeting – none

Payments Made Since the Last Meeting which were noted

Unity Bank	Quarterly Charges	18.00
Anglian Water	Allotment water	59.00
The CGM Group (East Anglia) Ltd	Grounds maintenance	255.58
Pam Moyes	Bus Shelter Cleaner	69.04
M Hutson	July Clerk Salary and Expenses	455.27
HMRC	PAYE Month 4	8.40
Norfolk Pension Fund	July Pension Contribution	127.38

- b) To agree invoices for payment

Invoices for payment which were agreed

Bruce Turnbull	Hammerite and brushes for noticeboard	9.98
LMN Trees	Tree works on King's Green	300.00
Minuteman Press	Neighbourhood plan display boards	231.14
PKF	External Audit	252.00

- c) To note the 1<sup>st</sup> quarter accounts

These were noted

17) Planning

- a) To review planning meeting decisions since the last full Parish Council meeting

[2023/1806 | Variation of condition 2 of 2013/0723 - New road, site layout, and house design | Bramble End 38 Olive Avenue Newton Flotman Norfolk NR15 1PF](#)

This was not supported by the Parish Council and comments have been submitted. John Cook was asked questions on planning applications and how long applications remain valid once permission has been granted. He will report back.

- b) To hear a report on plans accepted/refused by South Norfolk Council

None

- c) To consider any planning applications that may be received after the publication of the agenda.

Planning Application 2023/2040

[2023/2040 | New access to existing dwelling | The Ranch Flordon Road Newton Flotman Norfolk NR15 1QX \(southnorfolkandbroadland.gov.uk\)](#)

It was decided to support this application, **clerk to log comments**

18) To receive items for the next agenda

Public Spaces Protection Order - Vehicle Related Anti-social Behaviour

Village Green rewilding

Community emergency plan

19) To note the date of the next meeting Parish Council Meeting – 26 September 2023, Village Centre, 7:30pm

Meeting closed at 21:03