



Newton Flotman Parish Council Meeting Minutes

Tuesday 28th February 2023, 7.30pm, Newton Flotman Village Centre

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

Members of the public – Two

1. To consider approving apologies for absence
None received
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 8d 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 31 January 2023
These were agreed as a true record of proceedings with no amendments
4. Matters arising from previous minutes
Paul Weeks, Lesley Berry and Cate McNerney have met with Caroline Wolfe regarding the Newton Flotman Charities and an article promoting the grants has been put in Partnership magazine.
5. Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
Florence Ellis, District Councillor, commented that there was "Levelling up Money" funds available through Norfolk County Council.
6. To review any correspondence received (that is not already on the agenda) – **for information only**
None
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**
Bruce Turnbull has spoken with Tammy regarding the noticeboard which should be completed by the end of March.
8. Regular Items – to receive any updates and to agree any necessary action in relation to:
 - a. Highway Issues including approving a letter of complaint to Highways
Agreed to send drafted letter to Graham Plant
 - b. Newton Flotman Village Centre & Alan King Playing Field Committee including discussion on Trustee status
There was discussion around the Trustee status and how this affects the Parish Council.
 - c. Church activities
The report was noted
 - d. Patient Participation Group
From tomorrow they will be holding regular meetings with "health champions"

Signed

Date

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- e. Youth Club – update on grant applications
Numbers have begun to increase. Grants have been submitted to Adnams and South Norfolk Council. The SNC grant has been successful and £300 has been allocated. The Adnams grant board meets in April.

9. Periodic Items

- a. Code of Conduct review
It was agreed in principle to adopt this as a Council. The Clerk will tailor the document and circulate it before the next meeting for adoption and signing.
- b. Consider a safeguarding policy
It was agreed to adopt the policy

10. Annual Parish Meeting – confirmation of dates and invitations.

The meeting is set for 25th April. It was agreed to invite the same groups that were invited in 2022 plus Crafting for a Cause and the environmental group.

11. Consideration of events for the Coronation

The church will be running events on the Sunday and Monday which the Parish Council will support as needed

12. Finance

- a. To note receipts and payments made since the last meeting
ICO Subscription - £35
Clerks February Salary and expenses - £359.87
HMRC, PAYE month 11 - £83
- b. To agree invoices for payment
Norfolk Pension Fund - £129.58
Norfolk SEN - £20
- c. To consider donation requests
Age UK – Agreed to donate £20
- d. To review the banking mandate
It was agreed that David Segens would be added to the banking mandate. Clerk to organise

13. 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.
[Tasdale 1 Joy Avenue Newton Flotman Norfolk NR15 1RD - amended plans](#)
It was agreed that the Parish Council's comments should remain unchanged.

14. To receive items for the next agenda

Confirm planning rota and revised procedure for dealing with planning applications'
Clerk's appraisal
Review of council objectives for 2022/23 and consideration of objectives for 2023/24

15. To note the date of the next meeting – 28 March 2023, Village Centre, 7:30pm

Meeting closed at 20:32