



Newton Flotman Parish Council Meeting Minutes

Tuesday 29 September 2020
(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

- 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 10d as he is a member of the Long Stratton Medical Partnership's Patient Participation Group.
- 3 Minutes of the Meeting held on 14 July 2020
These were agreed as a true record of proceedings with no amendments.
- 4 Councillor Vacancies
There had been no interest.
- 5 Public Participation
Florence Ellis said that homelessness in the County had increased drastically since the beginning of the pandemic but that the council was successful housing those effected and was receiving additional funding from Central Government. She also said that the Ben Burgess planning application at Swainsthorpe had not yet been brought to Planning Committee and the consultations were ongoing.
- 6 Correspondence
The correspondence would be circulated.
- 7 Councillor Updates
Paul Weeks said that he had distributed the 'Slow Down' stickers for wheelie bins along Flordon Road and they had been well received. He had joined Long Stratton Medical Partnership's, Patient Participation Group and had attended an NFaST (Newton Flotman and Saxlingham Thorpe Heritage Group) meeting the previous week.

8 Matters Arising

Paul Weeks reported that flags had been erected on King's Green for the recent VJ Day commemoration but nothing further to mark the day had been possible due to Covid-19 restrictions. In addition the planned exhibition for Remembrance weekend had also had to be cancelled.

9 Regular Items

a Highway Issues

Concern had been raised by a member of the public regarding an overgrown hedge on Sewells Close, **it was agreed to put a note in Partnership to remind residents to cut back hedges to keep paths clear.**

b Newton Flotman Village Centre and Alan King Playing Field

Paul Weeks reported that there were plans to plant a copse of trees near to the car park at the Village Centre over the weekend of 28 and 29 November and that investigations continued with regard to the drain at the top of the field. He also said that the Village Centre would only be open for Pre-school for the foreseeable future.

c Church Activities

Paul Weeks said that NFaST were proposing to the Parochial Church Council that an open air event be held for Remembrance Sunday followed by a walk past the War Memorial in the Church. He also said that Sunday's service at the Church had been broadcast over Zoom.

10 Matters Arising

a Flordon Road/A140 Junction Improvements

Councillors had met with the Highway Engineer to discuss the additional double-yellow lining along Flordon Road which would see the retention of some parking at the front of Lime Bank. Highways were consulting with interested parties before moving to a public consultation.

b Access to Smockmill Common and Land East of the A140

Councillors had met with the agent of the landowner (Gosford Ltd) for the land adjacent to the A140 and the owner of Shotesham Estates. The owner of Shotesham Estates had agreed in principle and it had been suggested that another meeting be arranged in early winter, once the undergrowth had died back, to assess the best route. At that time South Norfolk Council would arrange for a civil engineer to be present to assess the necessary bridge

Gosford Ltd had indicated that they would be in agreement to providing access as part of a planning permission for residential development of the site. The council had been sent copies of plans submitted to South Norfolk Council as part of their 'call for sites' consultation that detailed a 33 property development and proposed changes to the road layout of the A140.

It was agreed to respond to Gosford Ltd, via their agent, stating that the Parish Council were not adverse in principle to further development within the village and would be happy to consider the planning application once submitted.

- c Tree Warden
Richard Beach had agreed to be the Tree Warden for the Parish.
- d Doctors Surgery
Paul Weeks reported that repeat prescriptions would be able to be ordered for collection from Newton Flotman Surgery from 5 October but the Surgery would remain closed for appointments.
- e Area at the top of Alan Avenue
A quote had been received for the clearing of the area. **It was agreed to accept the quote from LMN Tree & Hedge Care at a cost of £200.**
- f Facebook Page
Consideration was given to a Parish Council Facebook presence.
It was agreed that the Clerk would set up a Council Facebook page to be reviewed at the November meeting. The Social Media Policy was reviewed and adopted.

11 New Items

- a Catering Van
A catering van had contacted the council asking to park and sell from along King's Green, on one or two afternoons/evenings a week.
It was agreed to respond stating that the Parish Council was unsure of exactly where it was proposed to park but to let them know that they could not support parking along Flordon Road as the council were looking at ways of keeping Flordon Road clear.
- b Pre-school Sign
The Pre-school had asked permission to erect a sign on Kings' Green. **This had been agreed subject to it not obstructing motorists' vision to be reviewed in two months.** However, it was noted that the sign had been erected on the triangle of land north of King's Green that belonged to Highways.
- c Carols on Kings' Green
It was agreed that King's Green could once again be used to host the singing of carols later in the year.
- d NFaST's Website
NFaST had asked the council to consider funding two thirds of the cost of their website hosting and domain name for the next three years to August 2023 at a cost of £79.20. It was understood that the Parochial Church Council was paying the remaining third. The Parish Council was made aware of recent and proposed activities of the group. **It was agreed to grant £79.20.**

- e Maintenance of Areas near the Allotments
It was noted that the areas both sides of the access to the allotments were looking overgrown. The Parish Council had right of access to the allotments but did not own or have responsibility for the areas either side. **It was agreed to have an informal conversation with the owner's Nephew.**

12 Consultations

- a Government's Planning White Paper
It was agreed to support CPRE's response
- b Local Government Boundary Commission's Divisional Boundaries for Norfolk County Council
This was noted, it was agreed not to respond.

13 Finance

- a Financial Regulations and Internal Control Policy
These were reviewed and amended to enable the use of internet banking.
- b Moving of Parish Council's Bank Accounts
An account with Unity Trust Bank had been opened **it was agreed to use the 'switch agreement' to switch Direct Debits to the new account and to close the bank accounts held with Barclays.**
- c Requests for Donations
None.

- d Receipts and Payments since the last meeting
The following payments since the last meeting were noted:

Anglian Water	Allotment Water	£12.00
Anglian Water	Allotment Water	£12.00
The CGM Group	Grounds maintenance	£148.44
The CGM Group	Grounds maintenance	£71.46
The CGM Group	Grounds maintenance	434.31

- e Invoices for Payment
The following were approved and paid:
- | | | |
|--------------------------|-----------------------------------|---------|
| J King | Salary & expenses (Aug & Sept) | £466.64 |
| Norfolk Pension Fund | Pension contribution | £137.72 |
| P Moyes | Bus shelter cleaning (Aug & Sept) | £50.00 |
| Parochial Church Council | NFaST Website | £79.20 |

14 Planning

- a Long Stratton Applications 2018/0111 & 2018/0112
It was noted that the County Council were pushing ahead with the by-pass application but that there was nothing further on the proposed development.

b Swainsthorpe – Ben Burgess Application 2018/2631

It was agreed not to make further comment.

c Review of Planning Meeting Decisions

Those applications, along with the recommendations made at planning meeting/s were noted:

None.

d Planning Decisions taken by South Norfolk Council

2020/0933	New Cranes Farm, Greenways	Approval with conditions
2020/1050	12 Higher Green Close	Approval with conditions
2020/1156	Bridge End, Church Road	Approval with conditions
2020/1191	19 St Mary's Close	Prior approval not required

e Planning Appeals and Enforcements

None.

15 Items for Next Agenda

To review the establishment of a Facebook page.

16 Date of Next Meeting

Tuesday 24 November 2020, 7.30pm.

17 Exclusion of the Public

It was agreed, 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 Clerks' Hours

It was agreed to pay the Clerk for 10 hours worked in addition to those contracted.

The national salary award was also noted that took effect from 1 April 2020

The meeting closed at 9.29pm.