



# Newton Flotman Parish Council Meeting Minutes

28<sup>th</sup> January 2025, 7:30pm, Village Centre, Newton Flotman

Present: Paul Weeks (Chairman) Maria Hutson (Clerk)  
Bruce Turnbull  
Drew Broad  
Lesley Crump  
Cate McNerney  
Karen Elliott (from item 3)

2 members of the public  
District Councillor John Cook

Before the meeting the Parish Council paused to remember David Segens, former Councillor who recently passed away and were thankful of his contributions to the Parish Council and village.

- 1) To consider accepting apologies for absence  
None
- 2) To consider co-opting a Councillor  
Karen Elliott was unanimously elected as a Councillor. Karen signed the Declaration of Acceptance of Office and joined the meeting.
- 3) To receive declarations of interest on items on the agenda and consider any requests for dispensations  
Drew Broad and Karen Elliott declared an interest in item 9b as they are on the Village Centre Committee. Paul Weeks and Bruce Turnbull declared an interest in item 9d as they are on the Public Participation Group. Paul Weeks and Drew Broad declared an interest in item 9f and 10 as they are on the Neighbourhood Plan Steering Group.
- 4) To approve and confirm minutes of the last full council meeting on 26 November 2024  
**These were agreed as a true record of proceedings with no amendments.**
- 5) Matters arising from previous minutes  
None
- 6) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports  
District Councillor John Cook – Shotsham Ford remains closed. Paul Weeks to make contact with Shotsham Parish Council Chairman. EGM at South Norfolk Council regarding devolution and the effect on the District Council. More on this as things develop.
- 7) To review any correspondence received (that is not already on the agenda) – **for information only**  
  
Saxlingham Nethergate Parish Council – Planning enforcement  
Norwich Western Link Project update  
East Pye Solar – EIA Scoping Notification and Consultation  
Norwich to Tilbury – Project update  
These were noted.

Parish Council agreed to support Saxlingham Nethergate Parish Council as a neighbouring parish in improving Planning Enforcement at South Norfolk Council.

- 8) 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**

Drew Broad and Paul Weeks attended the Town and Parish Forum. Devolution was discussed at this meeting.

Drew Broad, Bruce Turnbull and Lesley Crump attended Councillor refresher training

- 9) Regular Items – to receive any updates and to agree any necessary action in relation to:

- a) Highway issues

None

- b) Newton Flotman Village Centre & Alan King Playing Field

Two new committee members have joined and the AGM will be held on 8<sup>th</sup> April. There is a focus on increasing grant funding and refreshing policies. ROSPA play inspection is due in March. Refurbishment of the building is ongoing.

The Village Centre has not spent the £1621.63 allocated by the Parish Council in 23/24 for ditch clearing. It was agreed that they have permission to roll this over into the next financial year.

- c) Church activities

A report was submitted which was noted.

- d) Patient Participation Group

None

- e) Youth Club

The promotional video produced will be added to the Facebook page once received.

- f) Neighbourhood Plan

See item 10

- 10) To consider and approve the final Neighbourhood Plan and project plan

It was agreed to approve the final Neighbourhood Plan. In addition, the following projects were agreed for inclusion in the document;

- Pedestrian access to Smockmill Common.
- Improved pedestrian crossing on the A140
- Community car park
- Creation of a new graveyard for the village
- Support the development of the children's play area on the playing field
- Develop cycle paths to the north and south of the village.
- Improve the paths in the village
- Road calming measures
- Reinstate ghost ponds.
- Encourage improvements to the village shop
- Plant fruit trees
- Improvements to the Newton Flotman Old Bridge
- Additional allotments
- Wildlife area/nature reserve
- Green space for informal recreation
- Dog run area

- 11) To confirm the grass cutting contractor for the village green and Joy Avenue for 25/26

It was agreed to appoint Norse the grass cutting contractor for 25/26

12) To consider celebrations for VE Day on 8<sup>th</sup> May 2025

A number of activities have been suggested such as the lighting of the beacon, bell ringing, performance by ARTs and a singer. It was agreed to book the singer and work with the church and village centre on celebrations.

13) Finance

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

Receipts received

South Norfolk Council	Neighbourhood Plan	£1,500.00
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Payments made

Anglia Water	Allotment water	14.00
Norfolk PTS	Spring 25 training	168.00
Norse	Village Centre grass cutting	399.72
Norfolk Pension Fund	November Pension	261.30
Newton Flotman Village Centre	Neighbourhood plan venue hire Sept	16.25
Maria Hutson	December Salary & Expenses	644.10
HMRC Cumbernauld	PAYE month 9	43.00
Unity Trust Bank	Service Charge	6.00
Norfolk Pension Fund	December Pension	189.97
Norse	September grass cutting	137.47
Maria Hutson	January Salary and Expenses	638.48

b) To agree invoices for payment

Village Centre	Neighbourhood Plan venue hire, NFPC007	45.50
Village Centre	Neighbourhood Plan Dec meeting, NFPC008	16.25
Village Centre	PC meeting venue, Sep, Oct and Nov	39.00
Village Centre	Youth club venue, July-Dec	331.50
Pam Moyes	Bus shelter cleaning, December and January	66.50
LMN Tree care	Top of Alan Avenue	180.00
December Norse	Grass cutting of playing field	399.72
HMRC Cumbernauld	PAYE month 10	43.00
Norfolk Pension Fund	January Pension	198.83
YMCA Norfolk	Youth Club fees	1,934.25

These were agreed and will be added to the banking for authorisation

c) To receive the 3<sup>rd</sup> quarter accounts

This were noted

14) Planning

a) [2025/0067 | Outline planning permission for one self build dwelling with all matters reserved \(re-submission\) | Rear Of Oakdene Flordon Road Newton Flotman Norfolk NR15 1QX](#)

Support application

Clerk to log

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

[2025/0145 | First floor kitchen extension onto existing flat roof, removal of existing bedroom dormer and replacement with rooflight and new rooflight to new dining room | The Old School Ipswich Road Newton Flotman Norfolk NR15 1PN](#)

It was agreed to object to the application as materials not suitable. It should be in keeping with the rest of the building. If the materials were changed to red brick inline with the old school it would be more suitable for the street scene.

Clerk to log comments.

- c) To note any planning decisions made  
None

15) To note the date of the next meeting Parish Council Meeting, 25<sup>th</sup> February 2025

Meeting closed at 21:52