



Newton Flotman Parish Council Meeting Minutes

22nd October 2024, 7:30pm, Village Centre, Newton Flotman

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

1 member of the public

- 1) To consider accepting apologies for absence
Cate McNerney sent apologies that were accepted.
- 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 they 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 24 September 2024
These were agreed as a true record of proceedings with no amendments.
- 4) Matters arising from previous minutes
None not discussed elsewhere
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
Member of the public came to raise concerns regarding the proposed access road into the new Alan Avenue housing site. Paul Weeks explained the history and situation to date. He explained that the decisions would be made by South Norfolk Council and Highways and urged him to contact them with his concerns.
- 6) To review any correspondence received (that is not already on the agenda) – **for information only**
Norfolk Minerals and Waste Local Plan, Publication of proposed Main Modifications and Additional Modifications
CAN, invitation to AGM
Response from Helen Corin to email regarding A140/Flordon Road junction
These were noted.

- 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**
Lesley attended the Town and Parish Forum where there were presentations on Biodiversity and Emergency plans.
- 8) 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
The village centre have been given the opportunity to purchase a Skate park from Tasburgh
 - c) Church activities
None
 - d) Patient Participation Group
There has been a successful Diabetes evening in Long Stratton with 60 attending
 - e) Youth Club
None
 - f) Neighbourhood Plan
The draft Neighbourhood Plan Consultation started yesterday and the launch event was well attended. Looking to organise planning training for the committee in the New Year.
- 9) Consideration on the grass cutting contract for the village green for 25/26
Defer to November meeting.
- 10) Finance
- a) To note the second quarter accounts
This was discussed and noted
 - b) To note receipts and payments made since the last meeting

Receipts	
Allotments	£115.00
Payments	
Unity Bank, service charges	£18.00
Anglian Water, allotment water	£14.00
Pam Moyes, Bus shelter cleaning, Aug and Sep	£66.50
These were noted	
 - c) To agree invoices for payment

Clerks Salary and Expenses, Oct	£654.73
HMRC PAYE month 7	£37.80
Norfolk Pension Fund	£191.17
These were agreed and will be authorised	
 - d) To agree the updated bank mandate
It was agreed to remove Jeffery Billings and David Gibbs from the mandate.
- 11) Planning
- a) To consider any planning applications that may be received after the publication of the agenda.
None

- b) To note any planning decisions made
None

12) To consider grant applications for 2025/26

Grant applications were received from the following projects

Partnership magazine, £1000

Village centre grass cutting, £3997

Village Centre, Trees & Ditches £1000

Village Centre Playground maintenance, £500

Churchyard Maintenance, £2500

Overall the total amount requested in grants was significantly higher than last year. The amounts to be awarded will be decided as part of the grant setting next month

13) To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed

14) To consider undertaking a Job Evaluation of the Parish Clerk's role.

It was agreed to increase the clerk's salary by 2 points from April 2025

15) To note the date of the next meeting Parish Council Meeting – Tuesday 26th November, Village Centre, Newton Flotman, 7:30pm

Meeting closed at 21:21pm