

Newton Flotman Parish Council Meeting

Minutes of the meeting held on Tuesday 24 September 2019, 7.30pm

Present David Gibbs (Chairman) Julie King (Clerk)
 Bob McKelvey
 Bob Kelf
 David Segens
 Jeffrey Billings
 Paul Weeks (from item 4)

Members of the public: William Ball – Chairman Village Centre Committee, Colin Foulger – County Councillor and Florence Ellis – District Councillor.

1. Apologies for Absence

It was agreed to accept apologies from Jean Wilson – convalescing.

2. Declaration of Interest for Items on the Agenda and Dispensations

None.

3. Minutes of the Meeting held on 23 July 2019

These were agreed as a true record of proceedings with no amendments.

4. Councillor Vacancies

There had been an applicant for the remaining vacancy. **It was agreed to co-opt Paul Weeks.** Paul signed his declaration of acceptance of office form and joined the meeting.

David Gibbs suggested that reading previous minutes may assist the new councillors with their understanding of current and previous issues.

5. Public Participation

William Ball said that he, along with Jeffrey Billings and the Clerk, had walked the boundaries of the Village Centre looking at concerns raised regarding boundaries and ditch maintenance.

The best plan available (land registry map) was not absolutely clear with regard to boundaries, however it had been felt that the land between the ditch and the rear fence of the properties on Grove Dale, which in places was being maintained by the householder, was not an issue that needed to be acted upon.

It did appear that land may be being claimed by the householder at the north, east corner of the site.

With regard to the drainage, it was noted that a short section of the ditch that ran behind the properties on Grove Dale was maintained annually by the Parish Council. William Ball spoke of the ditch that ran along the access road, which was culverted under the road, and drained into a pond area on the western corner of the site, this area often flooded across the access road. He asked, on

behalf of the Village Centre Committee, that the Parish Council give consideration to undertaking work to prevent flooding.

David Gibbs spoke of a possible joint VE Day celebration in May 2020 with the Village Centre, Parish Council and Church involved. William Ball agreed to raise this with the Village Centre Committee and to ask his wife to raise it with the Parochial Church Council in her capacity as secretary.

Florence Ellis offered to assist with obtaining an update on the affordable housing project. Florence also spoke of the ongoing work with the Greater Norwich Local Plan, planners were in the process of clustering villages around a local school which would see Swainsthorpe clustered with Newton Flotman. The potential development sites which had been put forward, were yet to be considered and in the meantime further sites were being sought. It was likely that all sites would be consulted on towards the end of the year. Finally Florence spoke regarding the partnership working with Broadland, new staff salary and job descriptions had been announced with consultation and negotiation ongoing.

Colin Foulger, in his capacity as Chairman of the Great Yarmouth third river crossing project, said that the project had been agreed and was undergoing a technical review. It was thought that funding would be forthcoming, that the project should start in about one year's time and would take 20-24 months to complete.

6. Correspondence

The correspondence would be circulated.

7. Councillor Updates

David Segens had attached the new stickers to the dog bins as agreed.

Jeff Billings had met with the Clerk and William Ball as discussed in Public Participation to look at the ditches at the playing field.

David Gibbs, whilst at the fete, had spoken to the Police Officer present about the Police's use of the SAM 2 data.

David Gibbs had been approached regarding rubbish that had been dumped on the access to the allotments. Andy Pownall had agreed to speak with the person responsible and it had been agreed to erect a 'no tipping' sign.

Jean Wilson had supplied a report saying that a summary of the work of the Patient Participation Group (PPG) had been submitted in Partnership and the flu vaccinations were coming soon.

8. Matters Arising

None.

9. Regular Items

a. SAM 2 Device

The device had been located on Church Road in August, the results were on

the Council's website - <https://www.newtonflotmanpc.co.uk/speeding-data>.

b. Highway Issues

It was noted that the trees on School Road, that were potentially interfering with power lines, had been reported to UK Power Networks. They had been inspected and UK Power Networks had confirmed that the lines were designed to go through tree canopies and there was no reason for concern.

c. Newton Flotman Village Centre and Alan King Playing Field.

Jean Wilson had sent a report stating that they had held a very successful fete, it had attracted a larger turnout than the previous year and the emphasis had been on ensuring that there was enough and varied entertainment for all age groups. They were still short of Officers and had just taken their first booking for a wedding. A possible Christmas Day event was also being looked at.

d. Church Activities

Jean Wilson had send a report saying that the Parochial Church Council were busing catching up so that they could ensure that they were in 'running order'. There had been an attempted break-in on the night of the fete, the only damage caused was one broken pane of glass. The Newton Flotman and Saxlingham Thorpe Heritage Group was going from strength to strength and were holding a 'memories meeting' on 5 October, everybody was welcome. The Church table at the fete had initiated some interesting answers to selected questions which would help the Church plan for future activities. Finally the report said that there was now a designated conservation area in the churchyard, opposite the south porch.

10. Matters Arising

a. Yellow Lines – Flordon Road/St Mary's Close Junction

It was noted that the painting of the yellow lines still hadn't been completed, this had been reported and chased with Highways.

b. Flordon Road/A140 Junction Improvements

A meeting had been arranged for 10 October with Phill Reilly, Project Engineer and the Programming and Funding Manager from Highways to discuss possible junction improvements in more detail.

c. Land East of the A140

Nothing further to report.

d. Affordable Housing Project

Saffron had been unable to get Highways support for the site adjacent to the railway line. They were investigating another option that had been brought to their attention by a landowner, as well as the site on Olive Avenue.

e. Community Emergency Plan

Work was ongoing updating the plan.

- f. Flordon Road Pedestrian Signs and Cutting Back of Vegetation
The pedestrian signs were yet to be moved, this had been chased with Highways. The cutting back of the vegetation had been carried out.
- g. Access to and Working Group for Smockmill Common
Helen Sibley, Community Assets Delivery Officer, South Norfolk Council had confirmed that she had downloaded all the Land Registry title documents for each plot of land in the area and had had a very brief conversation with the Shotesham Farm Estates. The Clerk was pushing for further action.
- h. Village Centre Ditches
William Ball had updated Councillors in Public Participation.

Questions were asked regarding the necessity to clear the small section of ditch in the northern corner, however the majority felt that they were duty bound to continue to do so, **it was agreed to ask South Norfolk Council to once again clear this section at a cost of £210.**

It was also agreed to obtain quotes for the clearance of the ditch that ran alongside the access road and to investigate the culvert that ran under the road and the flooding issue in the pond area.

- i. Litter Bin, Kings Green
Bob Kelf had been unable to repair the old bin as the lock had been removed. It was noted that this bin had not been in situ for around nine months and there was no visible increase in litter in the area. **It was agreed that a bin was not required.**
- j. 75th Anniversary of VE Day – 8 May 2020
Consideration was given to a joint event between Church, Village Centre and Parish Council.
- k. Parish Partnership Scheme 2019/20
This was given further consideration. It was noted that a trod path along Flordon Road had previously been considered and it had been found that the cost was prohibitive.

11. New Items

- a. Councillor Training
It was agreed to pay for induction training for the three new councillors.
- b. Bus Service for the Top of the Village
It was noted that there hadn't been a bus service to the top of the village for three to four years and that some residents drove and parked at Lime Bank to access the service. **It was agreed to approach the bus companies to ask about the viability of a once or twice weekly service.**

c. Play Area Alan Avenue

It was noted that the play area had been taped off following the replacement of a gate and would be open again sometime during that week. **It was agreed to approach South Norfolk Council about the mess and possible safety issue with the crab apple tree.**

d. Tree Warden

It was noted that Heidi Wheeler may be unable to continue in the position of Tree Warden.

12. Consultations

a. Norfolk Minerals and Waste Local Plan: Preferred Options Consultation

It was noted that there were no sites planned for the local area, **it was agreed not to make comment.**

13. Finance

a. Requests for Donations

It was agreed to donate £35 to the Citizens Advice Bureau.

b. Receipts and Payments since the last meeting

The following receipts since the last meeting were noted:
None

The following payments since the last meeting were noted:

Anglian Water	Allotment Water	£12.00
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c. Invoices for Payment

The following were approved and paid:

J King	Salary & expenses for Aug & Sept	£473.07
Norfolk Pension Fund	Pension contribution	£125.12
HM Revenue & Customs	Tax	£4.80
The CGM Group (East Anglia) Ltd	Grounds maintenance	£540.00
Norfolk Parish Training & Support	Training	£38.40
SLCC Enterprises Ltd	Regional conference	£48.00
P Moyes	Bus shelter cleaning for Aug & Sept	£50.00
Citizens Advice Bureau	Donation	£35.00

14. Planning

a. Long Stratton Applications 2018/0111 & 2018/0112

It was noted that these applications were awaiting a funding decision on the by-pass from Central Government.

b. Swainsthorpe – Ben Burgess Application 2018/2631

It was noted that the applicant had requested an extension so that they could give consideration to the objection from Highways to the site entrance.

c. Review of Planning Meeting Decisions

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

2019/1551 – Land at Brick Kiln Lane

Recommendations: site not allowed to further expand; the hours of work be restricted to 8am – 5pm, Monday – Friday; permission be granted for a further 12 months; the use of the site to continue to be monitored.

2019/1612 – 3 Church Road

Support the application but to raise a concern regarding vehicular access to the new garage, state the information available regarding the cladding gave little idea of what it would look like, including which colour would be used; concern that the cladding would look out of keeping with adjoining and neighbouring properties.

d. Planning Decisions taken by South Norfolk Council

2019/1612 – 3 Church Road

Approved with conditions

e. Planning Appeals and Enforcements

None.

15. Items for Next Agenda

None.

16. Date of Next Meeting

Tuesday 26 November 2019, 7pm for pre-Christmas refreshments prior to the meeting starting at 7.30pm. **It was agreed to invite those who were invited to the Annual Parish Meeting.**

It was noted that Andy Pownall was to stand down as Chairman of the Allotment Association.

The meeting closed at 8.52pm.