



Newton Flotman Parish Council Meeting Minutes

Tuesday 25 January, 7.30pm, Newton Flotman Village Hall

Present: David Gibbs (Chairman) Julie King (clerk)
Jeff Billings
Lesley Crump
Bruce Turnbull
Paul Weeks

Members of the public – Two including Florence Ellis – District Councillor

1. Apologies for Absence

There were no apologies. It was noted that Bob McKelvey and Bob Kelf had resigned since the last meeting. David Gibbs expressed appreciation to both for their length of service, in excess of 30 years, on behalf of the parish council and the community of Newton Flotman. He said that they would be sorely missed and added his own personal appreciation for all that they had done for the community.

2. Election of a Vice-chairman

Paul Weeks was elected unopposed.

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

Paul Weeks and Jeff Billings declared an interest in item 8b, Paul is a trustee and Jeff is a member of the Village Centre Management Committee and Paul Weeks declared an interest in item 8d as he is a member of the Long Stratton Medical Partnership's Patient Participation Group.

4. Minutes of the Meeting held on 18 January 2022

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

5. Public Participation

A member of the public asked what the Community Infrastructure Levy (CIL) was likely to be if the proposed development off Alan Avenue was to go ahead. The Clerk said that she believed that it was likely to be around £30,000.

Florence Ellis spoke about the possibility of the parish council undertaking a Neighbourhood Plan. She said that there was greater support from the District Council and it could lead to increased CIL receipts in the future and more control over development. She said that she had spoken with residents on Alan Avenue and had asked for the application to be determined at Committee.

Florence said that she was pushing for South Norfolk Council to develop a policy with regard to solar farms and electric storage. There was concern that the substation at Mangreen was likely to attract additional solar farms and infrastructure for the connection of off-shore wind generation. Finally, she said that she was pushing for grants for communities who wished to organise Platinum Jubilee celebrations.

6. Correspondence

Concern continued to be raised by residents of Short Street regarding the parking of vehicles at the A140 end of the road advertising businesses. South Norfolk Council were unable to take action both under 'abandoned vehicle' legislation and as a planning issue. At the suggestion of South Norfolk Council, the clerk was following up with Norfolk County Council, as it was understood that advertising on the Highway was something that they were able to take action on.

Concern had been raised regarding a blocked ditch on St Mary's Close, this had been referred to Saffron Housing who had agreed to take the necessary action.

The leaflets educating households on the importance keeping the sewage system clear of non-flushables, would be distributed with Partnership at the beginning of February.

7. Councillor Updates

Paul Weeks had met with PC Stuart Barnard, the local beat manager and had shown him round the village.

PC Barnard had visited the Village Centre to undertake the preliminaries of a Crime Prevention Survey, this had been triaged and given the go ahead, the findings would be presented in the coming weeks. He had also indicated that he would be conducting speed enforcement during rush hour times and had recently been promoted to Sergeant but would remain the beat manager for the area.

8. Regular Items

a Highway Issues

The replacement bus stop sign and the light on the pedestrian refuge on the A140 were still being chased with Highways.

b Newton Flotman Village Centre and Alan King Playing Field

Paul Weeks reported that the Village Centre Committee had recently met. They were starting the process of applying for funding from the Mick George Community Fund and they were talking about developing a Social Club. The date of the AGM had been set but they were struggling for committee membership.

c Church Activities

A report had been provided which was read out by Paul Weeks: the village walks were well attended and there had been a good turnout for Carols on the Green and the Christmas services. Two trees had been planted in the churchyard as part of the wider village tree planting project, one of which would be dedicated to the Queen

in honour of her upcoming Platinum Jubilee. The Village Café was well supported and PC Stuart Barnard had indicated that he would organise a Street Surgery once covid restrictions were lifted. The problems with the outreach Post Office continued with the Church working with the area manager to try to secure a more regular service. Repairs to some of the church windows were being undertaken.

It was noted that the parish council would be hosting the Village Café on Saturday 19 March. Paul Weeks, Bruce Turnbull and David Gibbs would be in attendance.

- d Patient Participation Group
Nothing new to report.

- e Development

- i. Village Cluster Consultation
An update was awaited.

- ii. Village Requirements Should the Alan Avenue Application be Successful
Whilst the parish council had opposed the application when they met last week, consideration was given as to what developer contribution was required for the village should the application be granted. It was noted that the parish council would receive a proportion of the CIL funding and there were also discussions to be had regarding the public open space to be provided on site or elsewhere. Ideas put forward included a Social Club, extension to the Village Centre a skate park and a footpath on Flordon Road.

It was also noted that the plans submitted suggested a change in the priority at the junction to be constructed with Alan Avenue and it was acknowledged that this too would need consideration.

- f Flordon Road/A140 Junction Improvements
Following the last meeting where Daniel Elmer, County Councillor, had offered to assist the parish council with regard to this junction, **it was agreed to ask Daniel secure a meeting with officers to discuss the options available.**

- g Access to Smockmill Common and Land East of the A140
This was unlikely to progress until the results of the Village Cluster consultation were known. However, it was noted that Norfolk Wildlife Trust were to speak with South Norfolk Council regarding this.

9. Matters Arising

- a Market Research Report

Thanks to a grant from South Norfolk Council 50 copies of the report had been printed. These would be offered to residents via Partnership and social media. Copies would also be left at the Doctors' Surgery and the Church Room.

The recommendations from the report had been considered earlier in the month and in some cases budgeted for. Further consideration was given:

- i. Road Safety Including the Establishment of a Speed Awareness Coordinator
It was agreed to appoint Bruce Turnbull as the Speed Awareness Coordinator.
Speed calming measures on Flordon Road were considered, **it was agreed to speak with Highways regarding the possibility of pinch points on Flordon Road.**
- ii Opening Times of the Doctors' Surgery
A letter from the Chairman to the Practice Manager of Long Stratton Surgery had been prepared and signed. The letter would be published alongside the report on the parish council's website.
- iii Youth Club and Facilities for Young People
It was agreed to meet with the YMCA to look at the establishment of a youth club and to apply to the National Lottery for the shortfall in the funding.

It was agreed that Paul Weeks would use social media to ascertain interest in a skate park and meet with suppliers to determine cost and possible positioning.
- iv Increased Communication
It was agreed to ask Breakthrough Communications to set up an eNewsletter on behalf of the Parish Council at a cost of £345 plus VAT.
- v Regular Surveying
Consideration was given to re-surveying the village in five years' time.
- b Tree Planting and Wildflower Areas, King's Green
The trees had been planted by volunteers earlier in the month.
- c Platinum Jubilee of Queen Elizabeth II
The PCC had agreed that the beacon could be mounted and lit at the top of the church tower. **It was agreed to order the beacon.** ARTS had indicated that they had a choir of 30 children who could participate and the school had also indicated that they would like to be involved.
- d Repair to the Noticeboard, St Mary's Close
Consideration was given to the use of noticeboards as appose to social media or the village magazine, **it was agreed not to proceed with a repair at this time.**
- e Grant Application – Village Centre
 - i Clearance of the Ditch in the North East corner of the Playing Field
This had been carried out.
 - ii Hedges and Trees at the top of Blunderville Manor
It was agreed to grant to the Village Centre 75% of the cost of the work – £540, as agreed at the budget meeting earlier in the month.

iii Repair and Maintenance of the Play Equipment

It was agreed to obtain two further quotes before the contract was issued.

10. New Items

a Suffolk and Norfolk County Council's "Reclaim the Rain" Project

Norfolk County Council were looking to work with a small number of rural parishes to implement innovative flood resilience and to promote and deliver a partnership approach to holistic water management that reuses surface water runoff to reduce flood risk and support the local community's water resource needs while enhancing the local environment. Newton Flotman had been chosen as one of the possible parishes to work with. More information would follow. **It was agreed that the parish would want to be involved.**

b July Meeting Date

It was agreed that the July meeting would be held on 12 July 2022.

c Maintenance of Ditches in the Parish

Concern had been raised by a resident regarding the maintenance of the River Tas by the Environment Agency. They were asking that the Parish Council request information regarding their modelling for future events and their plans for the spending of public money. **It was agreed that the Parish Council would approach the Environment Agency as suggested.**

Consideration was given to the maintenance of the ditches in the parish and the responsibility of landowners including residential properties as riparian owners. **It was agreed to obtain further information from South Norfolk Council, with the assistance of Florence Ellis, before further action was taken.**

d SAM 2 Device

It was agreed that Bruce Turnbull would assist the clerk with the moving of the SAM 2 device.

e Training

It was agreed to pay for Lesley Crump's attendance at Planning Training at a cost of £55. The clerk declared an interest as it was her company providing the training.

11. Periodic Items

a Standing Orders

These were reviewed, **minor changes were made and agreed.**

b Clerk's Appraisal

It was agreed to appoint Paul Weeks and Jeff Billings to conduct the Clerk's appraisal, this would be reported back at the March meeting.

12. Consultations

- a Transport East's Draft Regional Transport Strategy
This was noted, **it was agreed that councillors would respond individually.**

13. Finance

- b Receipts and Payments since the last meeting
The following receipts since the last meeting were noted:

South Norfolk Council	Grant	£150.00
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The following payments since the last meeting were noted:

LMN Hedge and Tree care	Area at top of Alan Avenue	£200.00
Anglian Water	Allotment water	£20.00
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£118.87
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£45.26
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£192.48
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£45.26
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£73.60
Unity Trust Bank	Bank Charges	£18.00
Anglian Water	Allotment water	£26.00

- c Donation Request
It was agreed to donate £50 to the Citizens Advice Bureau.
- d Invoices for Payment
The following were approved for payment:

Julie King	Salary & Expenses (Dec & Jan)	£709.84
Norfolk Pension Fund	Pension Contribution	£232.94
DT Dye	Playing Field Ditch Clearance	£576.00
Pam Moyes	Bus shelter cleaning (Dec & Jan)	£56.00
Village Centre	Hall Hire 2019/20/21	£212.85
Village Centre	Tree and hedge maintenance	£540.00
Citizen Advice Bureau	Donation	£50.00

14. Planning

- e Long Stratton Applications 2018/0111 & 2018/0112
Nothing new to report.
- f Review of Planning Meeting Decisions
Those applications, along with the recommendations made at planning meeting/s were noted:
2021/2697 Rear of Oakdene, Flordon Road
It had been agreed to support the application.

2022/0023 Land at Brick Kiln Lane
It had been agreed to support the application.

g Planning Decisions taken by South Norfolk Council
None.

h Planning Appeals and Enforcements
New Cranes Farm – nothing new to report.

15. Items for Next Agenda
Further consideration of a skate park.

16. Date of Next Meeting
Tuesday 29 March, 7.30pm.

The meeting closed at 9.23pm.