



Newton Flotman Parish Council Meeting Minutes

24th September 2024, 7:30pm, Village Centre, Newton Flotman

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

District Councillor John Cook

- 1) To consider accepting apologies for absence
None
- 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 9 as they are on the Neighbourhood Plan Steering Group.
- 3) To approve and confirm minutes of the last full council meeting on 16 July 2024
These were agreed as a true record of proceedings with no amendments.
- 4) Matters arising from previous minutes
None
- 5) 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 reported that he attended Planning Committee regarding the application for Alan Avenue (14,b,iv) and spoke on the Parish Council's behalf. It was agreed to reduce the affordable housing to 2, not the proposed zero. Discussions are ongoing regarding access points for the development. John has met with MP Ben Goldsborough and had a very positive discussion with him
- 6) To review any correspondence received (that is not already on the agenda) – **for information only**
 - Broadland and South Norfolk Design Code, engagement workshop – Paul Weeks to attend
 - Email regarding paths – Report of overgrown path on Lime Bank. Reported to Highways and action planned for the autumn as per the agreed biodiverse scheme.
 - Email regarding restricted flow of the River Tas at Duffields. Email was also sent to the Environment Agency.
 - Email regarding South Norfolk House and the Parish Council agreed to support the bid to keep the building for community use.
 - Phone call regarding traffic issues at Flordon Road/A140 junction and urged to improve it.All 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**

Paul Weeks attended the Town and Parish Council Forum. National Planning Policy Framework will be reviewed due to the change of government, this may mean that the GNLP may be reviewed sooner. Solar panels, EV charging and bleed bags were also discussed.

He also attended the A140 stakeholder engagement meeting where priorities and safety improvements for the area were discussed. This included improvements around the A140/Flordon Road junction

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

a) Highway issues

Following A140 stakeholder engagement meeting it was agreed to contact David Cumming and Helen Corina and ask for proposals regarding the A140/Flordon Road junction.

Work has begun on the Village Gates at the North End of Flordon Road. The Parish Council has queried the positioning of the writing on the road, Highways to inspect. The gateways are currently on order and will be installed in due course.

Two new batteries have been purchased for the SAM 2

b) Newton Flotman Village Centre & Alan King Playing Field

Bar training has been completed. Ditches to be cleared in the North East corner. The grass cutting quote has been renewed with Norse. The Climbing wall funded by the National Lottery will be installed in October. The committee offered a vote of thanks to Paul Weeks for instigating this. The committee is looking into the possibility of outside gym equipment. There is discussion over possible VE and VJ celebrations next year which will include lighting of the beacon which was used for the D Day celebrations. The social club is going well, it will be run twice a month during the winter months. The fete was a success and next year will be held on August 24th. CCTV cameras have been purchased. The Football club has acquired a defibrillator

c) Church activities

No report received.

d) Patient Participation Group

There will be a diabetes awareness session during October in Long Stratton

e) Youth Club

There have appointed a new leader and sessions began on 18th September

- 9) Consideration of the draft Neighbourhood Plan

A draft Neighbourhood Plan has been circulated. It was agreed for the document to be taken to consultation (regulation 14) from 18th October.

It was agreed that letters will be sent to owners of non-designated heritage assets and local green spaces. Clerk to liaise with Paul Weeks and the Neighbourhood Plan consultant to draft letters and distribute them by 11th October. Clerk to purchase additional envelopes. Agreed to hand deliver the letters where possible

- 10) Discussion on provision of bleed bags

- 11) It was agreed to purchase 2 bleed bags for the parish which will be located alongside the defibrillators outside the surgery and at the Village Hall. Clerk to contact South Norfolk Council and start the process.

12) To receive an update on the allotments

The Clerk has been working with allotment association and all paperwork has now been reviewed.

Payments are now being made by BACS. The AGM was held last week and vacant allotments will be offered to those on the waiting list. Regular inspections will start over the next month.

13) Periodic items

a) To review the Equality and Diversity Policy

The reviewed policy was agreed.

14) Finance

a) To note the conclusion of the external audit.

There were no comments from the External auditor and the relevant conclusion of audit paperwork was posted on the website on 2nd September

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

Receipts Since the Last Meeting

Allotment rent	Allotment rent	325.00
South Norfolk Council	Precept	14,878.50

Payments Made Since the Last Meeting

Anglia Water	Allotment water	14.00
John E Wright	NHP leaflets	152.40
John E Wright	NHP leaflets	19.20
Glasdon	Dog waste bin	218.26
Excite Solutions	Village Green grass cutting	240.00
Norfolk Pension Fund	July pension	191.17
Clerk	Aug Salary and Expenses	618.11
Norfolk PTS	Training	56.00
PKF Littlejohn LLP	External audit fee	252.00
YMCA Norfolk	2nd quarter Youth Club	1,934.25
Newton Flotman Village Centre	Youth Club venue hire	175.50
Newton Flotman Village Centre	PC meeting hire	48.75
Nurture	Village Centre grass cutting	255.58
Newton Flotman Village Centre	NHP venue hire	17.85
HMRC	HMRC PAYE Month 5	43.60
Anglia Water	Allotment water	14.00
Norfolk Pension Fund	August Pension	191.17
Emma Harrison	NHP consultancy	400.00

These payments and receipts were noted

c) To agree invoices for payment

South Norfolk Council	Dog waste bin	1,092.00
Clerk	September Salary and Expenses	713.76
HMRC	PAYE Month 6	43.60
Norfolk Pension Fund	September Pension	191.17
Nurture	Village Centre Grass cutting, August	127.79
Newton Flotman PCC	Grant Donation	2,000.00

These were agreed and will be authorised

15) 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
 - i) 2024/2029 & 2024/2030, The Old Rectory, Church Road – Approved with conditions
 - ii) 2024/1881, The Poplars, Flordon Road – Refused
 - iii) 2023/1806, Bramble End, Olive Avenue – Withdrawn
 - iv) 2021/2784 - Land South West Of Alan Avenue Newton Flotman, reduction of social housing to 2 – Approval with conditions

- 16) To note the date of the next meeting Parish Council Meeting – Tuesday 22nd October, Village Centre, Newton Flotman, 7:30pm

Meeting closed 21:18