



## Newton Flotman Parish Council Meeting Minutes

Tuesday 30 November 2021, 7.30pm, Newton Flotman Village Hall

Present: David Gibbs (Chairman) Julie King (clerk)  
Jeff Billings  
Bob Kelf  
Bob McKelvey  
Bruce Turnbull  
Paul Weeks

Members of the public –Florence Ellis – District Councillor, Kirsten Remer – PCC, PC Stu Barnard

Prior to the start of the meeting, Dr Marian Prinsley, Deputy Lieutenant of Norfolk presented the Covid Commemoration Plaque.

1. Apologies for Absence

**It was agreed to approve apologies from Lesley Crump – away from home.**

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

Paul Weeks and Jeff Billings declared an interest in item 7b, Paul is a trustee and Jeff is a member of the Village Centre Management Committee and Paul Weeks declared an interest in item 7d as he is a member of the Long Stratton Medical Partnership's Patient Participation Group.

3. Minutes of the Meeting held on 9 November 2021

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

4. Public Participation

Florence Ellis said that the Regulation and Planning Policy Committee had met earlier that day, they had learnt that 83 further sites had been submitted under the recent village cluster consultation but none of which were in Newton Flotman. The process was taking longer than expected but she was satisfied that the correct method was being followed.

Florence said that she was aware of the vans that had recently been parked on Short Street and was speaking with officers to see if there was anything that could be done.

The Proposed move from South Norfolk House to the Broadland Business Park was currently on hold, Councillors had raised many issues and a decision would not be made until the New Year.

Finally, Florence said that she had been reappointed to the planning committee, and that South Norfolk Council had won an award for the way that it looked after veterans in the district.

PC Stu Barnard introduced himself as the Local Beat Manager for the area. He outlined the crime figures for Newton Flotman for the previous 2 months: anti-social behaviour – 1, residential burglary – 1, criminal damage – 6, domestics – 2, public order offences – 4, theft of a motor vehicle – 1, taking without consent – 1, making a total of 16.

He explained that he was based in Wymondham and covered the Mulbarton, Cringleford, Hethersett area. Once a month he spent time in a community, walking the area with councillors and catching up with them with regard to areas of concern. Every three months, they held street surgeries meeting the community, discussing residents' concerns and providing crime prevention advice, it was hoped to hold a surgery in Newton Flotman in January.

There was also a regular online 'Teams' meeting, at which residents helped to set the priorities for the following three months.

Discussion took place regarding speeding on Flordon Road and delivery lorries (to Seastar) parking on the Flordon Road/A140 junction.

Kirsten Remer said that Norfolk Wildlife Trust had selected Newton Flotman as one of the communities to work with as part of its Connecting Claylands project. They would be attending the village café on Saturday 15 January to explain more.

Kirsten Remer had attended the meeting on behalf of the Parochial Church Council (PCC). The PCC were seeking financial assistance towards the maintenance of the churchyard. Previously the parish council had donated money to assist with the production of the Partnership magazine however this was currently self-financing. Kirsten felt that the PCC and parish council had a history of working together and that keeping the churchyard tidy was of interest and benefit to all in the village.

*It was agreed to take item 9a at this point in the meeting*

9a St Mary's Newton Flotman PCC Donation Request

It was noted that the total cost for the year was £2,380 and the amount requested was £1,600, the amount the Parish Council had budgeted was £1,350. **It was agreed to donate £1,600.**

*Kirsten the updated councillors on Church Activities – item 7c*

The village café was gaining momentum drawing in different groups of people and building community. She thanked councillors for their support hosting one of the recent sessions.

The Post Office was a constant source of frustration, with several sessions recently being cancelled at very short notice. The PCC were working with the Post Office to achieve a decent level of service.

Some of the stained-glass windows were to be repaired, the grant funder who had pledged money to the reordering that had been planned for a few years back had agreed that the funds could be diverted.

Discussion took place regarding plans to mark the Queen's Platinum Jubilee. It was hoped to hold an event on the evening of 2 June when the village would join the rest of the Commonwealth with a piper followed by the lighting of a beacon at 9.15pm and the singing of a specially written song. On Sunday 5 June the Village Centre Committee would host a jubilee lunch.

*It was agreed to take item 8d at this point in the meeting*

8d Queen's Platinum Jubilee

Consideration was given to the use of King's Green on the evening of 2 June to host the piper and singing of the song, **it was agreed that King's Green could be used.**

Consideration was given to the purchasing of a beacon. Kirsten said that subject to agreement from the PCC and the necessary insurance she would be happy to light the beacon from the top of the Church tower. The beacon, when not in use, could be stored in the Church tower.

**It was agreed that if a location could be found then the parish council would pay for the beacon and gas at a total cost of £560. The preferred beacon was available from 21CC Group Ltd. Consideration would be given as to when this should be purchased.**

5. Correspondence

Concern had been expressed by residents of Short Street regarding the parking of vehicles at the A140 end of the road. There had been a vehicle parked for several weeks advertising a business and recently this had been replaced by another vehicle. The clerk had spoken with South Norfolk Council with regard to the first vehicle and the officer had requested that it be moved using 'abandoned vehicle' legislation. The clerk was now speaking with planning enforcement as it appeared that the area was being used to advertise businesses and, as such, they may require planning consent.

The clerk has written to landowners on Church Road requesting that they cut back their hedges.

6. Councillor Updates

None.

7. Regular Items

a Highway Issues

The replacement bus stop sign and the light on the pedestrian refuge on the A140 had been chased with Highways.

b Newton Flotman Village Centre and Alan King Playing Field

Paul Weeks reported he and Jeff Billings were now on the committee. Paul had taken on the responsibility to get the drainage sorted out and was seeking quotes. Jeff Billings was looking at the required work to the play area. Following a recent RoSPA inspection, there was work that needed to be undertaken to ensure that the equipment was safe to use.

Paul and the Chairman of the Village Centre Committee were working on a grant application to be submitted to the parish council.

c Church Activities

A report had been circulated and information had been shared earlier in the meeting.

d Patient Participation Group

Paul Weeks said that there had been no recent meetings of the group, however he could report that the dispensary was open and they were again seeing patients at the surgery in Newton Flotman.

e Development

i. New1

FW Properties had held a public consultation on 4 November and it was expected that the planning application would be submitted soon. Concern had been expressed from residents on Flordon Road regarding the alternative construction access.

ii. Anglian Water – Sewage and Surface Water Drainage

Members of the Parish Council had met with a Collection Support Technician to discuss concerns regarding the sewage capacity in the village. The problems previously experienced as the Alan Avenue drains met those on Flordon Road had been discussed along with the capacity for the network to cope with further development. Councillors had been reassured that any development work would be carefully considered by the Developer Services Department and additional infrastructure would be provided where required. The Parish Council would be distributing leaflets educating households on the importance keeping the sewage system clear of non-flushables, it was hoped that these could be distributed with Partnership at the beginning of February.

- iii. Village Cluster Consultation  
As noted in Public Participation no new sites had been proposed in Newton Flotman following the recent consultation. A decision regarding the sites that had been consulted on was awaited.
  - f Flordon Road/A140 Junction Improvements  
Nothing new to report.
  - g Access to Smockmill Common and Land East of the A140  
Nothing new to report.
- 8. Matters Arising
  - a Parish Plan  
Paul Weeks provided a presentation on the final report. Discussion took place regarding introducing new services to the village and how additional volunteers could be recruited.  
Recommendations  
The recommendations were noted and it was agreed to consider these at the January meeting.  
  
Circulation and Publicising of the Report  
**It was agreed to forward copies of the report to: Florence Ellis – District Councillor, Kirsten Remer – PCC and William Ball – Village Centre Committee. The report would be published on the Parish Council’s website and publicised via Partnership and Facebook and a physical copy would be printed out and left at the Doctors’ Surgery.**
  - b Tree Planting on and Cutting of King’s Green  
The costs of tree planting and wildflowers on the green had been met by sponsorship. The trees had been ordered and would be planted by volunteers in January.  
  
The clerk would be meeting a contractor later in the week to discuss the cutting for next year.
  - c Parish Partnership Scheme 2022/23  
Highways had supplied prices for the proposed village gateways. They felt that there were already gateway type signs on the A140 from the north but one could be installed from the south at a cost of £3,000. Again, Highways felt that there were already gateway type signs on Flordon Road but if the council wanted to provide further then they would be £2,000 each. Although half of this cost could be applied for through the Parish Partnership scheme, **it was agreed not to pursue due to the high cost.**
  - d Platinum Jubilee of Queen Elizabeth II  
This had been covered earlier in the meeting.

- e Repair to the Bus Shelter  
The work had been carried out as quoted, with only minor difficulties encountered. In addition, a broken roof tile had been replaced. Bruce Turnbull had stained the new wood on the top of the shelter, the posts did not require treatment. Bruce was thanked for his assistance.

- f Dog Bin, Church Road  
A new dog bin had been installed on Church Road as agreed, South Norfolk Council had been informed and it had been added to the list of bins to be emptied.

#### 9. New Items

- a St Mary's Newton Flotman PCC Donation Request  
This had been covered earlier in the meeting.
- b Noticeboard Adjacent to the Bus Shelter, St Mary's Close  
Bob Kelf had been trying to source a new back-board for the noticeboard on St Mary's Close without success, it was agreed to get in touch with the company who supplied the noticeboard on School Road.

#### 10. Periodic Items

- a Asset Register  
This was reviewed, no changes were made.
- b Meeting Dates for 2022  
It was agreed that the Parish Council would continue to meet bi-monthly on the last Tuesday of odd months, with the exception of July when the meeting would be held on 19 July. The Annual Parish Meeting would be held on Tuesday 26 April and there would be an additional meeting to agree the budget and set the precept on Tuesday 11 January.

#### 11. Consultations

- a Highways England's Route Strategies  
This was noted, **it was agreed not to respond.**
- b Woodland on Land off Flordon Road  
The parish council had been notified of a small woodland creation project on private land off Flordon Road and as part of the Forestry Commission Grant process had been consulted. **It was agreed to support the proposal.**

#### 12. Finance

- a Half Year Accounts  
Bruce Turnbull had inspected the accounts and found them to be in order. The accounts had been circulated and were agreed.
- b Receipts and Payments since the last meeting  
The following receipts since the last meeting were noted:  

South Norfolk Council	Precept	£6,149.00
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Allotment Holders Allotment	rent and subscription	£387.00
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The following payments since the last meeting were noted:

Unity Trust Bank	Bank Charges	£18.00
Anglian Water	Allotment water	£20.00
The CGM Group (East Anglia) Ltd	Grounds Maintenance	£1,898.43
LMN Tree & Hedge Care	Tree work - Village Centre	£360.00
Anglian Water	Allotment water	£20.00

c Invoices for Payment

The following were approved for payment:

Julie King	Salary & Expenses (Oct & Nov)	£917.62
Norfolk Pension Fund	Pension Contribution	£232.94
HMRC	Tax & NI	£65.20
Pam Moyes	Bus shelter cleaning (Oct & Nov)	£98.00
Norfolk Carpentry	Bus shelter repair	£1,039.20
Newton Flotman PCC	Donation	£1,600.00

13. Draft Budget and Precept

A draft budget had been circulated. The budget and resulting precept would be agreed at an extra meeting of the Parish Council to be held on Tuesday 11 January at 7.30pm.

14. Planning

a Bloy's Grove

This had been considered at the planning meeting earlier in the evening and the committee had recommended approval with the condition that when it ceased to be a solar farm, it would be returned to agricultural use.

b Long Stratton Applications 2018/0111 & 2018/0112

Nothing new to report.

c Review of Planning Meeting Decisions

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

2021/1609 – Driftway, Ipswich Road

It had been agreed to support the application.

2021/2495 Land north and south of Brick Kiln Lane

Bloy's Grove, as noted above in item 14a.

2021/2291 Harvest Farm, Brick Kiln Lane

It had been agreed to support the application.

d Planning Decisions taken by South Norfolk Council

None.

e Planning Appeals and Enforcements

New Cranes Farm – the owner had been requested to submit an application for three agricultural buildings as well as paved/concrete roadway and hardstanding.

15. Items for Next Agenda

None.

16. Date of Next Meeting

Tuesday 11 January 2022, 7.30pm to agree the budget and precept and Tuesday 25 January 2022, 7.30pm.

The meeting closed at 9.19pm.