

NORTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 7TH FEBRUARY 2022

PRESENT:

In the Chair: Mr. Etchells-Butler,

Mr. B. Aket, Mr. R. Lenko, Mr. G. Walton. Mrs. J. Rowland (Clerk)

LGA 1972 s12 para 40

County Councillor A. Mellen

One members of the public.

APOLOGIES: Mrs. J. Tottie, Mrs. T. Long, Mr. J. Morgan.

The Council consented to accept the apology and reasons received, which will be recorded in the attendance register.

Mr. T. Walker.

Mrs. A. Walton,

District Councillor H. Richardson

1.	Mr. Etchells-Butler reminded all of the meeting protocol.	
2.	Mr. Sedgwick had forwarded his resignation with immediate effect. Councillors expressed their regret, but thanked him for the work he had undertaken while on the Council.	
3.	Declarations of pecuniary and local non-pecuniary interests a)To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature inc. gifts of hospitality exceeding £25 - none b)To receive declarations of lobbying for planning matters on the agenda - none c)To receive requests for dispensations - none	
4.	PUBLIC FORUM —to receive reports for information Members of the public—to receive questions and matters of concern from those in attendance - none Members of the public – to receive comments submitted via email. a) Mr. Etchells-Butler had received an email from Mrs. Taylor stating she had cleared the planters and asked who was managing them. Mr. Lenko agreed to contact her. b) Mr. Etchells-Butler stated Mr. Bareham had been in contact to say tankering was still taking place at the Sewage treatment plant. Mr. Walton felt there could be a problem with surface water being directed to the area. Mr. Etchells-Butler commented there could be a problem with accessing parts to complete the works. The Clerk will enquire about the status of the work.	Clerk
5.	REPORTS FOR INFORMATION –to receive written reports for information only •Report from County Councillor Andy Mellen In answer to questions raised at the last meeting, he confirmed that the private contractor had no links to the controlling party. He stated he had the criteria for implementation of 20mph limits which he had forwarded to the Clerk for distribution to the Councillors. He stated the A1088 would be resurfaced once the lights at the bridge are taken away. With regard to skirting back the path he stated the Community Engineers are not funding any skirting back at the moment, but he commented there are options. The Parish Council could fund through an approved Highways contractor, or this could be done through the self-help scheme but Health and Safety could be an issue. Alternatively, he could organize some volunteers from his Party to carry out the work. Councillors were grateful to him for this offer. Church lane has been reported again, but will be low on the list for resurfacing.	

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	He had spoken to the Community Engineer regarding the road crossing, but clarification on the ownership is still awaited. Councillor Mellen asked for further information on the street lights to take this matter forward. Mr. Aket enquired about the green bins and how these are managed as he had heard everything was burnt. Councillor Mellen stated this was definitely not the case. The waste is taken to Great Blakenham, sorted and separated by machine before being sold on where and when they can. Glass bottles particularly cause a problem when put in the recycling bin. •Report from District Councillors Harry Richardson – noted.	
6.	MINUTES	
	To note and approve the minutes of the meeting held on 10th January 2022 Mr. Aket proposed acceptance, Mr. Lenko seconded. Minutes approved for signature.	
7.	MATTERS ARISING	
	7.1 Update on Church Lane. – see Councillor Mellen’s report.	
	7.2 Welcome Pack - The folder is being collated and Mr. Walton hoped to have a proof pack and cost quote for next meeting. He commented that unfortunately to use an OS map would require a licence for public print. The request for inserts from organisations will be in the next edition of the Messenger.	Mr. Walton
	7.3 Wildlife Area –report still awaited.	Mr. Walton
	7.4 Update on street lights – no update.	Clerk
	7.5 Norton Sewage treatment plant. – see item 4(b)	
	7.6 Facebook page for Parish Council – no update.	Mrs. Tottie
	7.7 Platinum Jubilee. Mr. Aket stated information had been place in the Messenger, with posters ready to advertise the various events. Local companies have been asked for donations towards the Mugs and £600 has been received. Mr. Lenko asked about the cost of mugs. Mr. Aket said they would be given to all Norton school children up to year 6, with children attending other schools requesting one. A minimum of 300 would be needed for the children with perhaps more purchased to sell to adults who may like one. They could cost in the region of £5.25, but he is investigating another company offering mugs at £3.50. Mr. Walton asked about the street parties, and why there was not a village party on the playing field or why at just 5 nominated venues. Mr. Aket stated the group felt a large gathering on the playing field would be too impersonal, but parties could take place at any site residents wished, those listed were suggestion only.	
	7.8 Reply from SCC concerning pipe jetting to relieve flooding. SCC replied that jetting only takes place when flooding occurs, not to clear a pipe as flood prevention. Flooding needs to be reported before action is taken. Councillor Mellen suggested that if flooding occurs to take a photo and report it to him to chase up with Highways.	
8.	PLANNING	
	APPLICATION FOR PLANNING PERMISSION - DC/21/05831 AND APPLICATION FOR LISTED BUILDING CONSENT - DC/21/05832 Full Planning Application - Peach Barn, Halls Lane, Norton Change of use of barn to form 1No dwelling; Erection of a two storey extension and detached outbuildings (following demolition of existing). Reason(s) for re-consultation: Revised drawings dated 03/02/22.	

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	Although supportive to retain the barn, Councillors were still against the planning request due to the Heritage Issues and Listed Buildings comments not being addressed.	
	GRANTED Birkrigg House, Ashfield Road, Norton, DC/21/05828 Change of use of land to residential amenity land and creation of a natural swimming pond, as amended by revised site location plan received 16 th December 2021. Brook Cottage, Ixworth Road, Norton - DC/21/06622 Proposal: Householder Application - Erection of rear/ side single storey extension (following removal of conservatory)	
	APPROVED CONDITIONS Land At Common Corner, Ashfield Road, Norton, DC/21/06227 Discharge of Conditions Application for DC/20/05106- Condition 3 (Part 1- Archaeological Evaluation)	
	APPEAL TO SECRETARY OF STATE Land To North Of, Ashfield Road, Norton Appeal Reference: APP/W3520/W/21/3285040. Application for Outline Planning Permission (Access to be considered) for the erection of 2no detached dwellings with detached garages	
	To consider new road name SN/21/00643/SN - Land At Common Corner Ashfield Road Norton Councillors felt their suggested name of Great Ashwarren would not be confused with Ashfield Road, and this was still their preferred option. However, they would accept the suggestion of St Andrews Place.	
9.	FINANCE	
	9.1 To approve the accounts awaiting payment: Clerk's salary £227.26 cheque no. 522387 LGA1972 s112 HMRC £56.60 cheque no 522388 LGA1972 s112 A1 trees £5121.00 cheque no 522389 Public Health Act 1875 s164 SARS £150 cheque no 522390 LGA 1972 s137	
	9.2 To receive request for financial assistance from SARS. The budget statement allocated a donation of £150. It was proposed to donate this amount. LGA 1972 s137	
	9.3 To receive budget statement together with Receipts and Payments April 21-Feb 22 with reconciliation statement. Noted and approved. Mr. Lenko commented that his internal control audit would be undertaken in the next couple of weeks.	Mr. Lenko
	9.4 To receive quote for Bus shelter. Mr. Etchells-Butler stated the Salvation Army Captain had no objection in principle to a shelter on the land, but she would need confirmation from HQ. He has a quote for a base of around £480. The shelter would be in the region of £2100 + VAT plus £1100 installation fee. He felt a locality grant could be applied for from District and County. Mr. Walton questioned using other bus sites for a shelter as only a few people gather at the SA stop. Mr. Aket stated a lot of children gather at the Thurston Road junction for the school bus and there is a concrete base already there. Mr. Etchells-Butler agreed to investigate further and to find out if planning permission would be required.	Mr. Etchells-Butler

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10.	VILLAGE HALL 10.1 Correspondence received from Mr. Jefferson of the VHMC concerning next steps required for application for PWL. Mr. Etchells-Butler commented that market research paperwork and business plan had been received from VHMC. Mr. Walton commented that the NALC document did not ask for market research information, but this was questioned by Mr. Etchells-Butler. Mr. Walton commented that the market research was carried out early in order to put the suggestions into the plans drawn up. Mr. Walton confirmed that by applying and getting approval this could be used for match funding from other sources and he also asked what other information would be required from the VHMC for the submission to NALC. Mr. Etchells-Butler suggested that the Clerk collates all the information so far received to see if it fits with the requirements which he agreed to assist with if necessary. He felt the Market Research may be weak but this would be noted by NALC when the paperwork is reviewed. Following collation and agreement it could be submitted to NALC and their comments awaited. The Clerk stated there needs to be a formal resolution agreed by the Council to apply for a PWL. Mr. Walton confirmed that building regulations are awaited before quotes can be sought from contractors. Mr. Aket commented on separate showers for children with regard to safeguarding, which Mr. Walton felt would be the responsibility of users. 10.2 Terms of Reference for Parish Council/Village Hall working group to oversee the village hall expansion project. This will be discussed further into the project. Mr. Etchells-Butler felt minutes of any meeting to discuss the project would need to be shared with the Council sub-committee, but Mr. Walton felt this would create a constitution problem. Mr. Walton felt the Deed of Trust and Constitution of the VH needed to be brought up to date but agreed to forward a copy to the Clerk and Chairman.	Clerk Mr. Etchells-Butler Mr. Walton
11.	PRECEPT	
	11.1 To receive confirmation of precept request for £25,000 giving the Parish Council a Tax Band D amount of £54.23. – noted Local Government Finance Act 1992, s41	
	11.2 To receive precept budget from the Clerk for year 22-23. The Clerk stated this was a proposal and amounts could be vired if necessary. Accepted.	
	11.3 Projects of the Council for the coming year. The bus shelter, Zip wire, wildlife area, and Jubilee are the current projects in process.	
12	NEIGHBOURHOOD/SPEEDWATCH UPDATE	
	12.1 Speedwatch. Despite poor organisation by the Norfolk Police administration Mr. Sedgwick stated he will endeavour to have the scheme up and running before he leaves the village and will hand over to his successor.	
	12.2 Neighbourhood Watch. The village is now formally registered with the Suffolk Police Neighbourhood Watch programme called “Norton, Tostock and Stowlangtoft”. This brings some benefit and further support from the police who are interested in the social media based scheme. His new administrating successor will be updated before he leaves the village.	
13	PLAY AREAS 13.1 Play area adjacent to Village Hall. Mr. Lenko stated all appeared fine. He is arranging with Mr. Walton to put matting around the wooden train to protect the grass. Zip Wire. Mr. Lenko had a meeting with Playdale and the suggested site is adjacent to the concrete table tennis table. It would be 25m in length and would cost £14,000	Mr. Lenko

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	(+VAT). He agreed to check whether planning permission is required. Mr. Aket commented on informing the neighbouring properties. Mr. Walton commented that the play area is a huge asset to the village. Mr. Etchells-Butler commented that with the new houses along Ashfield Road the Prospect Road play area is likely to be well used.	
	13.2Play area in Prospect Road - No Update.	
14.	STANDING ORDERS AND POLICIES	
	14.1 To review and adopt the following orders and policies: Standing Orders	