

NORTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 7TH MARCH 2022

PRESENT:

In the Chair: Mr. Etchells-Butler,

Mr. B. Aket, Mr. R. Lenko, Mrs. T. Long, Mr. J. Morgan, Mr. T. Walker, Mr. G. Walton.

Mrs. J. Rowland (Clerk)

LGA 1972 s12 para 40

County Councillor A. Mellen

District Councillor H. Richardson

Three members of the public.

APOLOGIES: Mrs. J. Tottie.

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

District Councillor A. Davies

Mrs. A. Walton,

1.	Mr. Etchells-Butler reminded all of the meeting protocol.	
2.	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	
3.	PUBLIC FORUM —to receive reports for information - Members of the public—to receive questions and matters of concern from those in attendance Professor Jaggard stated two street lights were out near the playing field. The Clerk will report these outages. Emma Smart – information on Discover Suffolk Walks leaflet, with sample and costs involved. Mrs. Smart stated 2000 leaflets and PDF on SCC website would cost £820 to produce of which SCC will pay half. 1800 leaflets would come to the village with SCC retaining 200. She stated they provide a template and she offered to undertake the work to edit this along with photos and the help of other volunteers. She will send this draft to SCC and a print proof would be sent to the Council for final approval. She felt it would be good for the village and for inclusion in the welcome pack. Leaflets could also be put into other villages. There had been a lot of interest in this leaflet from other villages so it could take anything up to a year to be produced. Mr. Lenko proposed that the Council accept Mrs. Smart's offer and Mr. Walton seconded with all in favour. Councillor Richardson reminded that a request could be made for funding from his locality budget. Mr. Etchells-Butler thanked Mrs. Smart for her offer. - Members of the public – to receive comments submitted via email. Chris Feltham emailed concerning the state of School Close. Mr. Etchells-Butler stated he had reported this to SCC on several occasions over the past years, who stated they had no budget to repair and potholes had to be a certain size and depth to warrant repair. Mr. Etchells-Butler felt it was a waste of time and environmentally unfriendly to fill in just a small number of potholes, leaving the rest to become worse. He had stated to SCC that the state of the road is down to SCC vehicles – refuse lorries, school bus, lorry deliveries to the school. Councillor Mellen will again enquire of Highways concerning reinstatement.	
4.	REPORTS FOR INFORMATION –to receive written reports for information only	

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	•Report from County Councillor Andy Mellen He reported that emergency repairs of potholes on the A1088 will be undertaken tonight. These will be temporary as permanent repairs cannot take place until the bridge has been closed. He commented on Church Lane and School Close problems which he will raise again, as well as the Ashfield Road bend loss of edges mentioned to him by Mr. Lenko, but again reminded of constraints on the Highways budget. He will also enquire again about the street light upgrades in Norton. Land-ownership at The Dog is still awaited with regard to the crossing. When asked about the 4 way traffic lights at Thurston which had been there for numerous months and causing much delay, Councillor Richardson commented it was mainly for construction vehicles and should be a temporary measure, but he agreed to follow up. •Report from District Councillors Harry Richardson, and Austin Davies Councillor Richardson commented on Prospect Road queries which had been circulated to Councillors. He commented on the judicial review at Thurston in terms of Mid Suffolk Local Plan and Thurston's Neighbourhood Plan. The Thurston plan had not been given enough weight when reviewed, as a result the planning permission near the railway bridge had been quashed. Mr. Aket enquired about the County deal and "London Style Transport". Councillor Richardson commented on the devolution package "sold" to local authorities. The Local Government White Paper which could involve new authorities being created had been scrapped and in its place a mechanism whereby different authorities can group together to seek more powers and LST was in the sales pitch to outline the advantages. Mr. Lenko asked about the zip wire and planning permission. Councillor Richardson said the planning team indicted it would probably fall within permitted development.	
5.	MINUTES	
	To note and approve the minutes of the meeting held on 7 th February 2022 Mr. Aket proposed acceptance, Mr. Lenko seconded. Minutes approved for signature.	
6.	MATTERS ARISING	
	6.1 Update on Church Lane and School Close. Mr. Walton stated he had measured 12 holes along Church Lane and emailed them to Councillor Mellen and the Clerk. He stated the potholes were between 50mm and 90 mm deep and 1800-4500mm width. He intended to email them to Highways. Mr. Lenko enquired whether the Parish could undertake the work, but it was felt this would relieve SCC off their obligation. Mr. Walker commented that the potholes in the A1088 were bad causing him to come off his motorbike recently. Councillor Mellen asked that this accident be reported.	
	6.2 Welcome Pack. Request for Information from businesses and organisation had been put in Messenger. The Churches will do a joint production of information.	Mr. Walton
	6.3 Wildlife Area. Mr. Honeywood has agreed to a Trust being set up in his mother's name, so the legal side will need to be looked into. There will be signs to stop dogs being off lead prior to a wildlife survey of the area.	Mr. Walton
	6.4 Update on street lights. – reply from SCC via Councillor Mellen stated that this is currently waiting for Kier to provide a date. SCC agreed to chase them again for a date to carry out the work.	
	6.5 Review of Position of Litter bins on playing field. The Clerk confirmed that the bin at the top of the field had been emptied and been added to the list of those under Parish Council responsibility.	
	6.6 Annual Village Litter Pick. Mr. Walker stated due to work commitments he was unable to organize until October. However, it was felt this should ideally take place	Mr. Walker

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	before the Jubilee celebrations. Mr. Walton felt it would be good to have refreshments organized for helpers at the end of the session. Mr. Walton commented he recently cleared a bag full of litter from Hawes Lane and Thurston Road, and around the playing field. Mr. Etchells-Butler stated at the last litter pick about dozen people had turned up and each been given an area to cover. Mr. Walker agreed to do what he could to arrange a day in May. The Clerk agreed to act as deputy for the day.	
	6.7 Facebook page for Parish Council. Mrs. Long felt it was not worthwhile having a separate Council account as information is already put on the general village page. However, Mr. Walker felt it would be useful for the Council to have an account to post on the Norton Village residents page so it was clear where information come from. Mr. Walker agreed to set up a facebook account for the Council with all Councillors having access to, using the Norton parish clerk email address to connect it to.	Mr. Walker
	6.8 Update on Road crossing – see Councillor Mellen’s report.	
	6.9 Litter in Hawes Lane and Thurston Road (see comments in 6.6). Mr. Walton stated he had also been asked for an additional dog bin at the top of Halls Lane, with suggestion it could be a litter bin.	
	7.0 Mr. Lenko asked for thanks to be minuted to Mrs. Taylor for clearing the planters and to Mr. Adams for replanting them. Mr. Walton commented that the planters were diminished by the 9 signs outside the garage on the public footpath. Mr. Etchells-Butler agreed to speak with the garage owner.	
7.	PLANNING	
	PLANNING APPLICATION APPLICATION FOR PLANNING PERMISSION – Pump Court, Ixworth Road, Norton - DC/22/00868 Erection of 2 bay cart lodge and store. The Council had no objection to this application APPLICATION FOR PLANNING PERMISSION - DC/21/06333 Land Off A14, Elmswell. Full Planning Application - Development of a petrol filling station, a drive-thru restaurant and coffee shop, together with various infrastructure and landscaping works. Reason(s) for re-consultation: Documents dated 25/02/22. The Council strongly objected to the application on the same grounds as before.	
	GRANTED Martindale , Halls Lane, Norton, for Discharge of Conditions Application for DC/21/02254- Condition 5 (Materials).	
8.	FINANCE	
	8.1 To approve the accounts awaiting payment: Clerk’s salary & expenses £343.16 cheque no 522391 LGA1972 s112 HMRC £56.60 cheque no 522392 LGA1972 s112 E&J Adams, £71.54, plants for planters. cheque no 522393 LGA1972 s112 Norton Baptist Church, Hall Hire. £45.00 cheque no 522394 LGA1972 s133	
	8.2 Internal Control Report completed by Mr. Lenko. Received, noted and approved by the Council.	
	8.3 The Clerk confirmed receipt of a Recycle claim for £621.24	
	8.4 To receive budget statement. Received, noted and approved by Councillors.	
	8.5 To receive statement of fixed assets. Updated fixed assets circulated to Councillors as at year end March 2022. Agreed and approved by Councillors.	

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	8.5 To receive quote of £375.00 for signs for dog related issues. The design had been emailed to Councillors who agreed to the order being placed. The signs will be placed on the footpath finger posts. Mr. Etchells-Butler commented that he had recently asked a dog owner to leave the play area but stated that the sign on the gate implied that dogs were allowed on a lead. He proposed that the signs were removed to avoid misunderstanding and Mr. Lenko agreed to get the signs removed and check on new signs.	Mr. Walton Clerk
	8.6 To receive update on Bus shelter. Mr. Etchells-Butler felt the plot at the top of Thurston Road should be used initially as he had not heard back from the Salvation Army captain. It had been mentioned that a bus stop near the SA Hall may hinder any egress from the car park. He was awaiting confirmation that planning permission would not be required. He stated Mr. Mathieson has given his permission to use the concrete pad in Thurston Road but this land could fall under Highways. The concrete slab should be big enough to take a bus shelter. He agreed to get other quotes for installation and will update at the next meeting.	Mr. Etchells-Butler
	8.7 Platinum jubilee. Mr. Aket confirmed details of the Jubilee events had been put in the Messenger. He had written to 9 local businesses and received £900 in donations from 3 of them towards the cost of mugs. He produced a sample mug showing the logo and wording and confirmed that it would be £3.45 + VAT + delivery, and around 350 mugs would be required. He requested that the Council order the mugs and requested that the Council fund the difference. Mr. Lenko proposed the Council undertake the order and balance of cost with Mrs. Long seconding and all in favour. Mr. Aket confirmed that Mr. Honeywood has offered help with the beacon and Mr. Walton agreed to liaise with him. Mr. Aket asked all Councillors to encourage participation and was hopeful that houses would be decorated in red, white and blue bunting etc. Currently there were no responses to the Open Gardens other than the allotment holders.	Mr. Aket Clerk
	8.8 Discover Suffolk Walks leaflet, to consider and approve funding for 50% of the cost for development and production (see details from Mrs. Smart in Public Forum). The Council agreed to fund the 50% of the cost.	
	8.9 Mr. Lenko proposed appointment of SALC as internal auditor for Financial Year 2021-22, Mr. Morgan seconded, with all in agreement.	
	8.10 The Council confirmed the Clerk as Responsible Finance Officer.	
	8.11 Damaged sign in Thurston Road. The Clerk stated Highways would not undertake the work as it was not considered a priority. Councillor Mellen stated the Parish Council could carry out repair and re-install. Mr. Walton agreed to check the sign and will report to the next meeting.	Mr. Walton
9.	VILLAGE HALL	
	9.1 To discuss and approve the application Documents for submission to the local County Association for review and scrutiny. The Clerk presented the folder containing documentation for the PWLB submission which had been collated in conjunction with Mr. Etchells-Butler. The Clerk invited Councillors to take the folder to review and comment on. Mr. Walton stated he would like to evaluate the information on behalf of the Village Hall. Mr. Walton confirmed that Building Regulations had been approved but they needed structural engineer figures. Following this, tenders can be sought. He also informed of the investigation to have car charging points as an income.	
	9.2 RESOLUTION proposed by Mr. Etchells-Butler, seconded by Mr. Aket. To submit documentation to the local County Association for scrutiny prior to submission to Secretary of State.	

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	Lone Worker Policy General Privacy Notice Filming Policy The remaining policies had been forwarded to Councillors for review. Mr. Aket proposed adoption and approval of all, Mr. Lenko seconded with all in agreement. Mr. Aket commented that the policies and protocols are standards for all Councils to adhere to, which at times is not appreciated by the public.	Data Protection Policy Health and Safety Policy	
14.	CORRESPONDENCE		
	14.1 Festival of Suffolk - Get involved in the Torch Relay. An invitation has been given to Councils to nominate an individual in the Torch Relay for the Jubilee. It was questioned whether a school child could be nominated. Mr. Aket agreed to enquire of the Head, noting the individual will need to be outgoing as it will involve media cover.		Agenda
	14.2 West Suffolk Wildlife Group - events coming soon. Items noted.		
	14.3 Mid Suffolk concerning land and hedge in Prospect Road. Reply from Mid Suffolk noted. The hedge will need to remain as it is because cutting back will severely damage it. The land in question is still vacant but permission had been given to a neighbouring property to allow access to the rear for a patio to be laid.		
15	Questions and Comments from Members and suggestions for next meeting.		
	15.1 Mr. Walton mentioned about having an additional dog bin in Halls Lane. He agreed to speak to the landowner for discussion at next month's meeting.		Agenda
16	To confirm the date of future meeting: 4 th April 2022, 7.30pm		
17	Close of the Meeting. There being no further business the meeting closed at 21.10		