

NORTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 5TH JUNE 2023

PRESENT

IN THE CHAIR: Mrs. S. Hill

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

Mrs. J. Rowland (Clerk)

County Councillor A. Mellen

District Councillor D. Bradbury

Two members of the public.

LGA 1972 s12 para 40

APOLOGIES: District Councillor A. Davies

1.	Mrs. Hill welcomed all and reminded 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 Two members of the public in attendance expressed an interest in being coopted on to the Council. - Members of the public – to receive comments submitted via email Pre-school had enquired about funding platforms for their proposed work. Mr. Walton stated he had met with the Chair, Mr. Burt, and has agreed to attend their next committee meeting to outline how the village hall had proceeded.	
4.	REPORTS FOR INFORMATION —to receive written reports for information only - Report from County Councillor Andy Mellen Mr. Aket enquired about the Long Service Awards and whether they were for employees or Councillors. In this instance Councillor Mellen stated they were Councillors. Councillor Mellen commented that he had spoken with the School Head about the near incident. He was also pressing to get the School Close surface improved. Mrs. Long enquired about double yellow lines near the school, but was informed the Council were reluctant to do this in rural areas. - Report from District Councillors Austin Davies and David Bradbury. Mr. Lenko enquired about solar panels being put on new housing developments as part of the planning condition, but was told this was a matter for the Developer.	
5.	MINUTES	
	5.1 To note and approve the minutes of the AGM Meeting and monthly Council meeting held on 15 th May 2023. Acceptance proposed by Mr. Lenko, seconded by Mr. Aket, with all in agreement.	
6.	MATTERS ARISING	
	6.1 UK Power Network update. Mt. Walton stated UK Power had offered a 40-year lease at £400 a year, free installation of a cable to the hall and will pay all legal fees. Mr. Lenko proposed acceptance, and Mrs. Hill seconded. The Council Resolved to accept and take this matter forward. He is trying to persuade UK Power to remove the pole and transformer in the field and connect pre-school and the Village Hall to the new transformer, but they are currently reluctant to do this.	Mr. Walton

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	6.2 Water pump for allotments. Mr. Walton stated the electric pump had been used but after 25 gallons the borehole had run out. He has chased the firm again for the new pump.	Mr. Walton
	6.3 Wildflowers Scheme. Ongoing.	Mrs. Hill
	6.4 Footpath walk leaflet update - ongoing	
	6.5 Road signs for Woolpit Road and Ixworth Road. The Council resolved to decline this request.	
	6.6 Litter Problem in the village. Mr. Walton felt litter presented a problem not only for the village but on a wider scale, and he was unsure how the current mindset could be changed. He felt perhaps a “Pride in Norton” campaign could help.	Mr. Walton
	6.7 Management of Facebook social media. Mrs. Hill stated one person approached had declined, but she understood another person may be willing to help out, and questioned how to proceed. The person will be invited to a meeting to discuss the role.	Mrs. Hill
	6.8 Bus service update. Mrs. Hill stated she had discussed this with the Chair of Woolpit. Four villages are trialing a Wednesday and Saturday mini bus taxi service with a Vertas 8 seater minibus as a “call and book” service. The minibus will cost around £45 a trip. She had given Norton’s interest in joining, and will meet/ discuss again after the trial. Woolpit also has a volunteer neighbourhood driver scheme.	Mrs. Hill
	6.9 Mugs. Mr. Aket stated he still has around 135 mugs, and enquired how these should be distributed. Mr. Aket suggested they could be offered to older children in the village, and then any remaining distributed between the three churches.	Mr. Aket
7.	CO-OPTION	
	7.1 To consider co-option to the three vacancies. Professor Jaggard and Mr. Bolus expressed an interest in joining the Council. Both were asked to leave the meeting while the matter was discussed. At a vote both were elected (4 in favour with 1 abstention). It was resolved to invite Professor Jaggard and Mr. Bolus to join the Council. Both parties accepted the position.	
8.	PLANNING	
	8.1 GRANTED Birch House, Ixworth Road, Norton Application for a Non-Material Amendment relating to DC/17/04328 - Change of roof material replacing approved 'dark red clay peg tiles', to use natural slate.	
	8.2 GRANTED Land West Of, Ixworth Road, Norton, DC/23/01570 Application under S73a for Removal or Variation of a Condition following grant of Planning Permission DC/18/01239 dated 26/06/2018 Erection of 4No dwellings - Town and Country Planning Act 1990 (as amended) - To vary Condition Number 2 (Approved Plans and Documents) Amended designs for Plots 1 and 2.	
	8.3 DISCHARGE OF CONDITIONS Caravan At Peach Barn, Halls Lane, Norton DC/23/00572 Discharge of Conditions Application for DC/21/05832 - Condition 8 (Agreement of Materials)	
	8.4 DISCHARGE OF CONDITION(S) Land At The Cotswolds, Ixworth Road, Norton, DC/23/01430 Discharge of Conditions Application for DC/20/04778 - Condition 5 (Landscaping Scheme)	
9.	FINANCE	
	9.1 To approve the accounts awaiting payment: Clerk’s salary £227.26 Cheque 522517	LGA1972 s112

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	Street Cleaner £115.20 cheque 522518 HMRC £85.40 cheque 522519 Messenger, June, £428.00 cheque 522520 HMS Signs £386.92 cheque 522521	LGA1972 s112 LGA1972 s112 LGA1972 s142 Public Health Act 1875 s164	
	9.2 To consider switch of bank account to Lloyds for internet banking. The Clerk stated she had spoken with several banks and had received a call back from Lloyds stating they could provide such a service with a complex mandate meaning two Councillors must approve any payment. Mr. Aket proposed to switch and Mr. Lenko seconded. The Council resolved to take this forward and for the Clerk to complete the necessary paperwork on line to set up the account.	Clerk	
	9.3 To receive budget statement. The Clerk presented a budget statement and a Receipts and Payments with reconciliation statement up to end of May 2023, but felt the Councillors needed to consider the various heading as she felt virements were required. The Clerk asked for clarification as to where to vire the Coronation budget and the large amount held in the CIL. Mr. Lenko suggested a virement of £10,000 into the Play Area new equipment to cover the disabled equipment. Mr. Aket seconded this proposal. The Council resolved to vire this amount and to review the rest of the budget at the next meeting.	Clerk Agenda	
	9.4 To receive proposed Precept allocation for the year 23-24. The Clerk presented an updated Precept allocation for the coming year, which the Council accepted, but would keep this under review.	Agenda	
	9.5 Mr. Walton stated he had met with a site manager from Willow Walk Homes and he has agreed to reinstate the village hall sign and put up a new mirror. He has further agreed to pay a fee for car parking during their work. Mr. Walton asked for a proposal from the Council for a car park fee and suggested £1000 cost. Councillors approved this request. If necessary this will be followed by a formal letter from the Clerk.	Mr. Walton	
	9.6 Mr. Walton stated there were two trees near the car park entrance and noticeboard in need of inspection. He agreed to get advice and a quote from a tree surgeon for the work as the trees could present a potential safety problem.	Mr. Walton	
	9.7 To confirm request to Vertas to cut hedge at play area at the appropriate time. The Clerk confirmed that, as in previous years, she had requested Vertas to cut the play area hedge when the nesting season was over.	Clerk	
10	SPEEDWATCH		
	10.1 Update on Speedwatch. Mrs. Hill stated that following the concerns from the Council the requested lectern would not be required. She stated Mr. Stone had liaised with the Police concerning use of an ANPR camera.		
	10.2 To consider small solar SID located at Norton Little Green and Heath Road. Mr. Lenko stated Westcotec have an inter-changeable smiley face SID costing around £3800, and he has an agreed site to put it in Norton Little Green. Mr. Lenko proposed that this goes ahead which the Council agreed to. Mr. Aket enquired about a SID in Heath Road. Mr. Lenko stated he would need to get SCC permission and agreement on a site, which he will pursue.	Mr.Lenko	
11	VILLAGE HALL		
	11.1 Update on Project Meeting. Mr. Walton stated a meeting had been held with the architect and the quotes reviewed. There will be a saving, possibly of around £50-70,000 if the project is undertaken as a whole rather than a phased approach. As H&S would require the public to be excluded when any work takes place, the hall would need to close for longer periods if the work was phased. On 15-16 th June all interested		

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	contactors will be able to present their case to take on the work. Current quotes range from £723,000 - £854,000. He stated the quotes would need to be “shared” between the Hall and the Council with regard to the VAT position.	
	11.2 The Clerk reiterated the position regarding the loan. Part of the Internal audit requires copies of tenders during the year if any contract entered into so the Clerk would need to hold copies. The Clerk further confirmed that if the Council retains the £500,000 loan it could claim the VAT on payments provided there were clear minuted audit trails of discussions, resolutions to accept, the Council to place the order, and invoices being in the Council’s name.	
12	PLAY AREAS	
	12.1 Play area adjacent to Village Hall. Mr. Lenko stated the new metal gates would be installed shortly. A roundabout would cost in the area region of £10-12,000 from Action Play, so he will investigate further companies. Mr. Aket enquired about a request for Locality Funding.	Mr. Lenko
	12.2 Play area in Prospect Road. Mrs. Long felt a smaller roundabout could be installed in Prospect Road but she is unsure of a suitable site. She stated the baby seat needs replacing and new chains on the swings, for which she will get a price. The swings were in the process of being painted.	Mrs. Long
13	CORRESPONDENCE	
	13.1 Consultation on Draft Neighbourhood Plan - Ixworth & Ixworth Thorpe - noted	
	13.2 Campaign for 20mph in Suffolk- webinar. Mrs. Hill stated she was interested in this campaign and would attempt to log in.	
14	Questions and Comments from Members and suggestions for next meeting.	
	14.1 Mr. Aket enquired about the Norton sign at Norton Little Green. Mr. Lenko stated this would be installed very shortly.	Mr. Lenko
	14.2 Mr. Walton stated the Village Hall requires a new step ladder as the old wooden one would not meet Health and Safety standards. He asked if the Council would consider purchasing this at an approximate cost of £200. The Clerk stated she would put this on the next agenda for a decision with a firm costing.	Agenda
	14.3 Mrs. Hill stated she had received a complaint about dogs not being on a lead on the playing field.	
	14.4 The Clerk stated she had now received the various signs from HMS. The signs were taken by Mr. Walton and Mrs. Long for the various sites.	
15	To confirm the date of future meeting: 3 rd July 2023, 7.30pm	
16	There being no further business the meeting closed at 21.08	