

NORTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 15TH MAY 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)

LGA 1972 s12 para 40

County Councillor A. Mellen

District Councillors A. Davis and D. Bradbury.

One member of the public

1.	Mrs. Hill welcomed the new Council and reminded all of the protocol. Mr. Aket congratulated Mrs. Hill on being the first female Councillor elected as Chair of the Council.	
2.	Declarations of pecuniary and local non-pecuniary interest. 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. Mr. Etchells-Butler enquired about the pumps for the allotments. Mr. Walton stated these were on order and he had been in contact with the firm. - Members of the public – to receive comments submitted via email 1. Email received from Tessa Mould re speeding had been followed up by Mrs. Hill. She had visited Ms. Mould and outlined speedwatch and the actions of the group. 2. Email concerning School Close road surface. Mr. Walton felt the Education Department should also contact Highways, and Mr. Aket agreed to take this to a Governors meeting. Councillor Mellen stated he had again taken this up with the Community Liaison Officer who has been reported it as a CAT3 so it seems likely that the road will receive a surface dressing. Councillor Mellen had previously enquired about yellow lines but it was questioned who would enforce it, as yellow lines were not usually put down in rural areas. Mrs. Long stated the incident had been reported to the Head and Councillor Mellen agreed to speak with Mrs. Sparkes. 3. Email from Pre-school concerning funding sources for their planned improvements. Mr. Walton agreed to speak with pre-school and inform them of places the Village Hall had sourced funding from.	
4.	REPORTS FOR INFORMATION –to receive written reports for information only Report from District Councillor Austin Davis. Due to the election period there was little to report on. Mr. Aket enquired how the District Councillors would organize their focus as both lived in Thurston. He felt their smaller areas and villages should not miss out. Councillor Davis said it was being decided how they would divide time and focus. Mr. Aket enquired about changes now there was a new Green Council administration at Mid Suffolk. Councillor Mellen felt there would be more listening to the communities, eg in planning matters and incorporating local views, looking into rubbish clearing, and ensuring the scheme for house insulation gets up and running, among other plans.	
5.	MINUTES	
	5.1 To note and approve the minutes of the meeting held on 3 rd April 2023 Approval proposed by Mr. Aket and seconded by Mrs. Long. All in agreement.	

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6.	MATTERS ARISING	
	6.1 Review of Coronation celebrations. Mr. Aket thanked everyone for the team effort in making the weekend a success. Mugs had been presented to the school children and preschool, with a few other parents requesting mugs for their children. He especially thanked Mr. and Mrs. Walton for their undertaking of the dance organization which had been a big success. Mr. Walton commented that the two fundraising games held on the dance night had raised £70 for the Village Hall and £120 for SARS, with the Twinning raising about £500 from the bar takings. He commented that the ticket sales were about £100 short of the cost of the band. The Sunday picnic was attended by about 80 people and the weather had been good. The decorated house prize had been won by Mr. and Mrs. Sadler. There were still some mugs available for purchase.	
	6.2 UK Power Network update. Mr. Walton commented that negotiations for transformer rent had been agreed at £400 pa with a three-yearly review, with a cable from the transformer to the village hall, and suggestion that the preschool is upgraded to run from the new transformer. The Council agreed to the annual £400 3-yearly review. A contract will require to be drawn up between the Council and UKPN for the lease of land for the transformer. The Clerk will enquire of SALC as to who could be approached for the Council's legal side of the contract.	Clerk
	6.3 Wildflowers Scheme. Mrs. Hill stated the areas had been seeded but were currently overgrown with grass.	Mrs. Hill
	6.4 Footpath walk leaflet update. No further update.	
	6.5 Road signs for Woolpit Road and Ixworth Road. This item had been raised with Mr. Etchells-Butler before the election. The Clerk will find out more details for the next meeting.	Clerk. Agenda
	6.6 Litter Problem in the village. Mr. Walton reported a large amount of rubbish had been cleared along the A1088 between the village and the bridge. Working on the A1088 workers needed to be aware of Health and Safety, so they had had a safety vehicle near them. He stated a number of the roads signs were dirty and faded.	Agenda
	6.7 Management of Facebook social media. The Clerk felt a designated person on the Council should be responsible for the Facebook page. This will be discussed further at the next meeting.	Agenda
7.	CO-OPTION 7.1 To consider co-option to the three vacancies. The Clerk will place an item in the Messenger asking for anyone interested in cooption to contact the Chair or the Clerk.	Clerk.
8.	PLANNING	
	8.1 GRANTED Land at The Rear of The Salvation Army Hall, Woolpit Road, Norton DC/23/00781 Application under S73a for Variation or Removal of a Condition following grant of Planning. Permission DC/17/03668 and subsequent DC/21/01170 - Erection of 5No detached dwellings. Town and Country Planning Act 1990 (as amended) - To Vary Condition 2 (Approved Plans and Documents) to lower roof pitches and ridge heights of single-storey dwellings; and amendments to approved external finishes.	
	8.2 GRANTED Land to North Of Ashfield Road, Norton DC/23/00866 Full Planning Application - Siting a container to provide storage for agricultural equipment serving smallholding (retention of).	
	8.3 APPROVAL OF RESERVED MATTERS Land West Of, Ixworth Road, Norton DC/23/00739 Application for approval of Reserved Matters following Outline Planning Permission	

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	DC/19/05860 - Access, Appearance, Landscaping, Layout and Scale for Erection of 2no. detached dwellings with garages.	
	8.4 APPEAL Land West of Suffolk House, Ixworth Road, Norton. Appeal Reference: APP/W3520/W/23/3316136. Appeal by: ASH PROPERTY PARTNERSHIP LTD Erection of 9No self-build/custom build dwellings. Application for Outline Planning Permission (Access points to be considered, Appearance, Layout, Landscaping and Scale reserved) Town and Country Planning Act 1990.	
9.	FINANCE	
	9.1 To approve the accounts awaiting payment: Clerk's salary £227.26 cheque 522505 LGA1972 s112 Street Cleaner £52.80 cheque 522506 LGA1972 s112 HMRC £76.80 cheque 522507 LGA1972 s112 Messenger, May, £351.00 cheque 522508 LGA1972 s142 MSDC Litter and dog bins emptying, £629.23 cheque 522509 Litter Act 1983,ss5,6 BHIB Insurance renewal £1411.40 cheque 522510 LGA1972 s111 Clerks & Councils Direct, subscription, £14.00 cheque 522511 LGA1972 s112 SALC membership £434.36 cheque 522512 LGA1972 s112 Vertas, grass, £332.03 cheque 522513 Public Health Act 1875 s164 SARS, printing of dance posters and tickets, £25.00 cheque 522514 LGA1972 s137 Clerk - Misc items for Coronation dance. £30.76 cheque 522515 LGA1972 s145	
	9.2 To receive and approve EOY statement for 2022-2023. Councillors reviewed and approved the EOY Statement for 22-23 presented by the Clerk.	
	9.3 To approve AGAR 1 and 2. The Clerk presented The Annual Governance Statement to Councillors, which was approved by Mr. Aket, seconded by Mrs. Long and approved by all.	
	9.4 To review and approve insurance cover. The Clerk requested the insurance summary be reviewed to ensure adequate cover in all areas. All Councillors approved BHIB's assessment and approved payment.	
	9.5 To confirm receipt of first instalment of Precept £14,500 – confirmed and noted	
	9.6 To confirm receipt of CIL payment £18,363.03 – confirmed and noted	
	9.7 To review and approve assets register 22-23. The Clerk presented the EOY assets register for approval. Noted and approved by all Councillors.	
	9.8 To receive and approve CIL expenditure statement. The Clerk presented the CIL statement for 22-23. Councillors noted and approved the statement	
	9.9 CCTV access – to review policy and confirm access users. The Clerk asked for confirmation of users following a change of Chair and Vice chair. Mrs. Hill and Mr. Lenko on behalf the Council and Mr. Walton on behalf of the Village Hall will seek training from the retired Chair on accessing the CCTV system in the Village Hall.	Mrs. Hill Mr. Lenko Mr. Walton
	9.10 Bus shelter. New Council to consider viability of bus shelter in Thurston Road. Following discussion Councillors agreed not to pursue this project for the time being.	
	9.11 To review Bank signatories and update account. The Clerk asked for a review of signatories on the account. Currently Mr. Aket and Mr. Lenko are approved signatories on the cheque book, with the Clerk as RFO as overseer of the account. Mrs. Hill agreed to become a signatory which was approved by all Councillors	
10.	STANDING ORDERS AND POLICIES	
	The Clerk had forwarded various policies and standing orders for review. Mr. Aket proposed adoption and approval of all, Mr. Lenko seconded with all in agreement. CCTV policy Data Protection Policy Dispensation Policy	

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	Environmental Statement General Privacy Notice Protocol for Public Participation in Council Meetings Social Media Protocol Value Added Tax Policy Contact Consent Form	Equality and Diversity Policy Health and Safety Policy Reserves Policy Travel and Expenses Policy New Councillor Statement	
11.	SPEEDWATCH 11.1 Update on Speedwatch. Report received from Mr. Stone. He requested purchase of pedestal stand for ease of noting any car details. Mr. Walton commented on the Health and Safety aspect of a light weight pedestal close to the road liable to be knocked or blown into the road. He felt any stand needed to be heavy enough to offer stability. Mrs. Hill will liaise with Mr. Stone. Mr. Stone further stated the group had been offered an ANPR camera, free of charge, from the Police, but he would require mandate from the Council to proceed with this request. Mr. Walton proposed accepting and Mrs. Long seconded, with all Councillors very much in favour. Mr. Walton confirmed meeting with Mr. Stone to agree sites for the speedwatch signs.		
	11.2 To consider small solar SID located at Norton Little Green. Mr. Lenko asked for consideration of a SID at NLG to slow the traffic entering from the straight. He agreed to investigate prices and site for a solar powered SID. Mr. Aket commented on siting a SID down Heath Road.		Mr. Lenko
12.	VILLAGE HALL		
	12.1 Update on AGM and Project. Mr. Walton stated 4 new tenders had been received and there will shortly be a meeting with the architect and project committee to consider the new quotes. He stated they have £10,000 from Green Suffolk to go towards Solar Power battery storage. Mr. Jefferson has applied for various other pots of grant funding. Mr. Walton asked for clarification on the draw down process for the loan as some firms will require 25% before commencing.		Clerk
13.	PLAY AREAS		
	13.1 Play area adjacent to Village Hall. Mr. Lenko stated he had had some urgent repairs reported which he is sorting. He is also looking at equipment for disabled, as recommended in the recent inspection, such as a sunken roundabout, plus some items of adult equipment. He agreed to get suggestions and quotes for the next meeting.		Mr. Lenko
	13.2 Play area in Prospect Road. Mrs. Long commented that replacement chains are required for the swings as recommended in the inspection, plus an item of equipment for disabled children, which she agreed to investigate. Mrs. Long commented that recently a works van was being parked on the grass near the play equipment.		Mrs. Long
14.	CORRESPONDENCE		
	14.1 Mr. Burt had enquired about storage of village archive magazines, photos etc. Unfortunately, there is currently nowhere to store items at the Village Hall. It was felt when the refurbishment goes ahead room may be able to be found at that time. 14.1 SPS Suffolk View - noted 14.2 Clerks & Councils Direct – noted 14.3 SWT magazine – noted.		
15.	Questions and Comments from Members and suggestions for next meeting. None		
16.	To confirm the date of future meeting: 5 th June 2023, 7.30pm		
17.	There being no further business the meeting closed at 21.27.		