

NORTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 7TH AUGUST 2023

PRESENT:

IN THE CHAIR: Mrs. S. Hill

Mr.A. Aket, Mr. R. Lenko, Prof. K. Jaggard, Mr. J. Morgan, Mrs. T. Long,
Mr. G. Walton, Mr. N. Winstanley. Mrs. J. Rowland (Clerk)
County Councillor A. Mellen
District Councillor D. Bradbury
One member of the public

LGA 1972 s12 para 40

APOLOGIES: Mr. J. Bolus.

The Council consented to accept the apology and reasons, which will be recorded in the attendance register.
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 Mr. Stone wished to update the Council on Speedwatch data. The Chair invited discussion now rather than wait until later in the meeting and Councillors agreed. Mr. Stone stated over 6000 vehicles had been reported speeding through the village with the main problem being at the Ixworth end of the village. 10 volunteers are in the Speedwatch team which helps with the requirement to have a minimum of 3 members on each session. Norton is at the top of the villages in terms of speedwatch activity. He stated a vehicle had been reported to the Police as it had been speeding and then deliberately swerved towards the team. The Police had issued a section 59 notice to the driver stating any further action of this type could result in the vehicle being impounded and crushed. A new site had been agreed by the Police at Rookery Drive. A number of speedwatch signs were up and more have been requested from the Police. He has requested use of two ANPR cameras and is awaiting an update. He commented on the camera van located at Woolpit, Wetherden and Haughley which has been employed by Highways, which he is investigating. Mr. Stone asked the Council to produce a strategy to reduce speeding over the long term, working with the County Council with the evidence he has and to find out what further help can be given. Councillor Mellen stated speeding was a problem throughout the area, but it was difficult to get speed reduction measure put in place. Mrs. Hill mentioned the request for a 40mph limit between Stowlangtoft and Norton to reduce the speed of vehicles coming into the village but this had been rejected by Highways. Mr. Stone felt the 40mph limit was supported by his data for the pond in Woolpit Road as opposed to Ixworth Road. Mrs. Long mentioned a 20mph speed limit along The Street at the School, but the Clerk reminded this had been asked for on a number of occasions but had been rejected. Councillor Mellen commented that the “20 is plenty” scheme is voluntary but the 20mph enforced speed was only in place in a couple of areas as a trial. He stated Woolpit and Elmswell were trying to get 20mph in places but this required surveys and specific criteria. Councillor Mellen stated he was keen on road safety and could	Agenda

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	certainly approach 20mph again but the County policy was difficult to get through. Councillor Mellen stated a proposed motion by his group for lowering speed limits on rural road where it was clear a lower speed limit than 60mph would be appropriate, safer, reduce accidents and make roads safer was voted down by the SCC administration. Mr. Aket proposed a vote of thanks to Mr. Stone for his excellent work with Speedwatch and his detailed reports. Members of the public – to receive comments submitted via email Mr Lenko stated there had been a report of an incident on 26 June, involving two cars in the car park. This had clearly shown on the CCTV but there had been a problem downloading it. He felt the equipment would need resetting after the village hall improvements.	
4	REPORTS FOR INFORMATION –to receive written reports for information only - Report from County Councillor Andy Mellen Mr. Lenko enquired about Pylon routes, but was informed this was a National Grid issue. MSDC had expressed a view for an offshore grid but this is under consultation and a number of years away. Mr. Aket asked about the Annual Report concerning children in Care and in particular the “Watch your Words” campaign. Councillor Mellen stated that as a number of children coming out of Care often had special needs this was to ensure the language used with them was appropriate. Mr. Aket asked about the Suffolk Libraries being run by the Industrial and Provident Society Ltd. Councillor Mellen stated this organization tendered for and ran the libraries on behalf of the Council but as the contract was coming to an end this would be reviewed. When asked he was unsure if Libraries would eventually return to being Local Authority run. Councillor Mellen confirmed he had allocated £1500 of his Locality Budget to Norton for a SID in Ashfield Road. - Report from District Councillors Austin Davies and David Bradbury – noted.	
5.	MINUTES	
	5.1 To note and approve the minutes of the meeting held on 3 rd July 2023. Mr. Lenko proposed acceptance, seconded by Mrs. Long, with all in agreement.	
6.	MATTERS ARISING	
	6.1 UK Power Network update. Mr. Walton stated this was progressing well with the Council’s Solicitor, Birketts. He stated he had requested a change of source of power for the Village Hall and Preschool from the post transformer in the field to underground. There will be a pot ended cable to the village hall for the possibility of car charging points in the future. There will eventually be paperwork requiring signature by the Council. Mr. Aket proposed that the Chair should sign the paperwork on behalf of the Council, seconded by Professor Jaggard. The Council RESOLVED that Mrs. Hill would act as signatory.	Mr. Walton Clerk
	6.2 Water pump for allotments. Mr. Walton confirmed the two diaphragm pumps were in and working.	
	6.3 Wildflowers Scheme. Mrs. Hill stated there would be a meeting with Richard Parmee to view the current area. She also reported the incident of the child who had fallen on the rope which she had dealt with.	Mrs. Hill
	6.4 Footpath walk leaflet update - ongoing	

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	6.5 Management of Facebook social media. The Clerk reminded that Mr. Walker had set up a Council FB page. Mrs. Hill agreed to ask Ms. Paris if she would be willing to manage this for the Council.	Mrs. Hill
	6.6 Bus service update – no update	Mrs. Hill
	6.7 To review Messenger. Mr. Aket commented about the lack of news from the village, but it was stated people needed to submit items to the editor, which is not happening. Mr. Morgan felt The Messenger was a good production and he personally was very interested in the Elmswell information, and he thanked the Editor for her hard work. Mr. Winstanley stated his daughter (age 14) had come up with a number of ideas to enhance The Messenger. Mr. Walton stated he had asked the archaeological dig to produce an article for the Messenger.	Mr. Winstanley
	6.7 D-Day 80 - 6th June 2024. Mr. Aket felt the Churches of the village should be asked if a service is planned.	Clerk
	6.8 Update on SID for Ashfield Road. Mr. Lenko stated he required a new pole for the SID and all equipment is in his garage waiting for the work to be undertaken.	
7	PLANNING	
	7.1 APPLICATION FOR PLANNING PERMISSION - 1- 5 King George Close, Norton. Erection of 5no. garden sheds. DC/23/03134 The Council approved the application. Mr. Walton asked for the Council to consider asking the contractor to donate to a village registered charity for the use of the car park during the construction.	Mr. Walton
	7.2 APPLICATION FOR PLANNING PERMISSION York House, Ixworth Road, Norton. Erection of two storey rear extension (following demolition of existing extension). - DC/23/03161 The Council approved the application.	
	7.3 APPLICATION GRANTED 8 Woods Pightle, Norton. Householder Application - Conversion of one bay of existing double garage to create playroom. DC/23/02857	
8.	FINANCE	
	8.1 To approve the following accounts awaiting payment Clerk's salary £227.26 cheque no 522530 LGA1972 s112 HMRC £56.60 cheque no 522531 LGA1972 s112 Messenger, August, £345.00 cheque no 522532 LGA1972 s142 Robert Lenko (Harry Stebbings) £245.76 cheque no 522533 Highways Act 1980 s274A Vertas, grass, £332.03, cheque no 522534 Public Health Act 1875 s164 Westcotec, SID, £4434.00 cheque no 522535 Highways Act 1980 s274A Legend Services, pumps, £740.07 cheque no 522536 Public Health Act 1936 s125 Playdale, Orbit deposit, £7366.60 cheque no 522537 Public Health Act 1875 s164 Playdale Final instalment for gates £2525.88 cheque no 522537 Public Health Act 1875 s164 Playdale, Cradle seat and delivery £116.00 Cheque no 522537 Public Health Act 1875 s164 R. Lenko, pole caps from Sinclair and Rush £26.14 Cheque 522538 Highways Act 1980 s274A Norton Parish Council (cheque to open Lloyds account) £25,000 cheque no 522539 Local Government Act 1972 s111	
	8.2 To approve mandate change for Santander account. The Clerk informed there needed to be an update of signatures, to add Mrs. Hill to a new signature, Mr. Sadler to be removed, and the existing signatures of Mr. Lenko, Mr. Aket and Mrs.	Clerk

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	Rowland as administrator to remain. Mr. Lenko proposed, Prof. Jaggard seconded. The Council RESOLVED to approve and enact the changes to the account.	
	8.3 To receive, review and adopt draft banking internet policy. The Clerk had circulated a draft policy for discussion. Prof. Jaggard suggested amendments, so the Clerk will redraft and recirculate for formal adoption at the next meeting.	Clerk
	8.4 To receive AIAR and Internal Audit Report. The Council noted both reports and RESOLVED to accept.	
	8.5 To approve Internal Control Report. Following a meeting between the Clerk and Mr. Lenko the Internal Control was undertaken and the Report circulated to all Councillors. The Council RESOLVED to formally adopt the Report.	
	8.6 To receive and approve Clerk's Terms and Conditions of employment. Following a meeting between Mr. Lenko and the Clerk a draft T&C of Employment had been drawn up using a template from SALC and following investigation of other Councils advertised vacancies. This had been circulated to all Councillors. Mr. Lenko proposed formal acceptance, seconded by Prof. Jaggard. The Council RESOLVED to adopt the T&C of employment.	
	8.7 To consider Coronation Commemoration plaque. Mr. Walton agreed to obtain further details on the Isleham plaque and to bring to the next meeting.	Mr. Walton
	8.8 To receive budget statement. The Clerk had circulated a budget statement which was approved by the Council.	
	8.9 The Clerk confirmed receipt of Street cleansing grant for £307.39 for the period April – June 2023.	
	8.10 To receive quote for new step ladder for village hall. Mr. Walton felt this item should be deferred as the Village Hall project nears commencement.	
9.	SPEEDWATCH	
	9.1 Update on Speedwatch – see item Public Forum. Mr. Walton agreed to speak to Dr. Mason about designing a sign more relevant to Norton, as a moveable pop up sign to remind about reducing speed.	Mr. Walton
	9.2 Update on solar SID in Heath Road. Following a meeting with Mr. Lenko and Mr. Aket a location has been identified subject to Highways agreement. Mr. Aket will ask the neighbouring property if they are agreeable to the siting of a sign.	Mr. Lenko Mr. Aket
10.	VILLAGE HALL	
	10.1 Update on joint Village Hall/Parish Council project subcommittee meeting. Following a subcommittee meeting with the architect and constructors, the subcommittee recommended to accept the quote from M.S. Oakes. The Council formally RESOLVED to award the contract to M.S. Oakes. Contracts will now be exchanged and will require formal signature from the Parish Council and village hall. After discussion Mr. Aket proposed Mrs. Hill should act as the Council's signatory, Mr. Lenko seconded. The Council RESOLVED for the Chair, Mrs. Hill, to act on behalf of the Council. Mr. Walton stated the first stage of the work would involve the car park extension, so that the building materials, site hut, etc could be stored.	
	10.2 New Green Thurston had extended their agreement to allow Norton's current users to use the facilities at their current charge for Norton.	
	10.3 The Clerk confirmed that all paperwork to claim part of the loan had been submitted and the first part of £100,000 should be received at the end of the week.	
11	PLAY AREAS	
	11.1 Play area adjacent to Village Hall. Mr. Lenko stated the Orbit should be installed around 12 th September.	

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	11.2 Play area in Prospect Road. Mrs. Long stated the cradle seat and chains need replacing with more bark underneath. Mr. Lenko will order the items when in contact with Playdale and he agreed to speak with Mr. Millyard about bark under the swings.	Mrs. Long Mr. Lenko
12	CORRESPONDENCE	
	12.1 Hybrid Facility for Mid Suffolk Planning Committee Meetings - noted	
	12.2 Walsham le Willows Parish Council e-newsletter – July 2023 - noted	
	12.3 A14 Haughley to Tothill reconstruction scheme – July 2023 newsletter - noted	
	12.4 BMSDC Pride in Your Place Funding – Noted.	
	12.5 Elmswell change to settlement boundary – noted.	
13	Questions and Comments from Members and suggestions for next meeting.	
	13.1 Mr. Morgan stated he had received comment about dogs on the playing field particularly off lead. He wondered if the information needed to be updated to make it clearer that dogs should be on a lead on the field, and were not allowed in the play area.	
	13.2 Mr. Winstanley commented on the information received from MSDC about self builds.	
	13.3 Mr. Walton commented on the state of some roads in Norton, ie Church Lane and School Close	
	13.4. Mr. Walton stated the dog bin at the Church is well used and constantly overflowing. The Clerk agreed to cost a larger bin for the next meeting.	Clerk
	13.5 Mr. Walton commented whether the Pride in your Place from MSDC could be promoted as “Pride in Norton”, i.e. clean road signs in your area or clear litter in your area as a small group.	Mr. Walton
	13.6 Mr. Walton stated the street Cleaner had been missed in the village. The Clerk stated that currently Mr. Mayhew had been unwell and awaiting a Hospital appointment	
	13.7 Mr. Walton commented on the Web Site. The Clerk stated this was up date with new information put on and with the help of the provider she had managed to update items that were incorrect. All the Messengers were also on the web.	
	13.8 Mr. Aket enquired if there had been an uptake on the management of the Planters in the village. As the Clerk had not received any interest, Mr. Walton agreed to ask a person he felt might be willing to take this on.	
	13.9 The Clerk felt a review of all risk assessment should be undertaken and will attempt to forward current ones held with a view to add additional assessments as required.	Clerk
14	To confirm the date of future meeting: 4 th September 2023, 7.30pm	
15	There being no further matters the meeting closed at 21.26.	