



Newton Flotman Parish Council Meeting Minutes

25th June 2024, 7:30pm, Church Room, Newton Flotman

Present: Paul Weeks (Chairman) Maria Hutson (Clerk)
Bruce Turnbull
Lesley Crump
Drew Broad
Cate McNerney

Lily Dowe and Ollie Rackham from Orsted
1 member of the public

- 1) To consider accepting apologies for absence
None
- 2) To receive declarations of interest on items on the agenda and consider any requests for dispensations
Paul Weeks and Bruce Turnbull declared an interest in item 10d as they are members of the Long Stratton Medical Partnership's Patient Participation Group.
Drew Broad declared an interest in item 10b as he is on the Village Centre Committee.
Paul Weeks and Drew Broad declared an interest in item 10f as they are on the Neighbourhood Plan steering group.
- 3) To note the resignation of Councillor David Segens
David's resignation was noted and a letter of thanks has been sent to him. The Parish Council are now able to co-opt in this vacancy.
- 4) To approve and confirm minutes of the last full council meeting on 21 May 2024
These were agreed as a true record of proceedings with no amendments.
- 5) Matters arising from previous minutes
None
- 6) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
The District Councillor has sent his apologies
A member of the public asked if the surgery would be closing – Paul Weeks said that this was unlikely and later shared a report under 10d
- 7) To receive a presentation from Orsted about Hornsea 3
Lily Dowe and Ollie Rackham from Community Liaison Officers gave a presentation on the Hornsea 3 project. The cabling route is unlikely to affect the parish however the convertor station is just off the A47. Work will be continuing for approximately 2 years. In around a years time there will be abnormal loads coming through the area. Advance notices will be published 2 weeks beforehand. The Parish Council will continue to receive regular newsletters which they will share with residents.

- 8) To review any correspondence received (that is not already on the agenda) – **for information only**
None
- 9) Councillor updates (to hear reports from Councillors on any parish activity they have undertaken since the last meeting, and which is not on the agenda) – **for information only**
Town and Parish Forum – Paul Weeks gave an update
- 10) Regular Items – to receive any updates and to agree any necessary action in relation to:
- a) Highway issues
Clerk to ask for an update on timescales for the Parish Partnership scheme.
There are a number of areas of roadworks in the village – it is not known what work is being done by whom at present.
 - b) Newton Flotman Village Centre & Alan King Playing Field
Grant has been received for benches and they should arrive this week. The budget for this year has been set. Social club and film nights are going well. More people are being trained as bar staff. There are a number of maintenance projects underway. The sandpit is being removed and the table tennis table have gone. RoSPA will be inspecting this month. Planning for the fete is underway.
 - c) Church activities
Report received and noted
 - d) Patient Participation Group
Diabetes evening has been postponed to 19th September, venue to be booked.
The biggest struggle the surgery is having currently is recruiting. The surgery are continuing to advertise the position of a salaried GP.
 - e) Youth Club
No update
 - f) Neighbourhood Plan
Results of the household surgery, the housing needs assessment and a data profile are on the website
Policies are now being developed.
- 11) To receive a report on the D day celebrations
The day was a great success and it has been suggested that a regular village event would be welcomed.
- 12) To consider replacing the SAM 2 battery
One of the SAM 2 batteries is no longer charging. Quotes for a replacement have been sought from Westcotec and two online companies. It was agreed to purchase the Ritar battery direct from the manufacturer for £77.50 plus VAT. Clerk to arrange
- 13) To receive an update regarding the purchase and installation of an additional dog waste bin
South Norfolk have agreed the location on Greenways for the new dog waste bin. It was agreed to order the Fido 25 Red with the concrete in post from Glasdon at a cost of £169.38 + VAT. Clerk to order bin, the concrete will be purchased separately.
- 14) Periodic items
- a) To consider the revised Risk Assessment

It was agreed to adopt the revised Risk Assessment

- b) To consider the revised Business Continuity Plan

It was agreed to adopt the revised Business Continuity Plan

- c) To consider the revised Complaints Policy

It was agreed to adopt the revised Complaints Policy

15) Finance

- a) To note receipts and payments made since the last meeting

Payments received;

Various	D Day Fish and Chips	£89.00
Groundworks	Neighbourhood Plan Grant	£10,000

Payments made;

Paul Weeks	D Day Fish and Chips	£89.00
Anglia Water	Allotment water	£14.00

These were noted

- b) To agree invoices for payment

Maria Hutson	June Salary and Expenses	£643.91
HMRC	Month 3 PAYE	£43.60
Norfolk Pension Fund	June Contribution	£191.17
Nuture	Village Centre grass cutting	£255.58
LMN Tree and Hedge Care	Joy Avenue river access cut	£190
Parish Online	Mapping service	£54
Excite	Village green grass cutting	£240

These were agreed

- c) To appoint an Internal Auditor

It was agreed to appoint Sonya Blythe as the internal auditor for 24/25

16) Planning

- a) To consider any planning applications that may be received after the publication of the agenda.

[2024/1186 | Single storey side and rear extension | 3 Lime Bank Flordon Road Newton Flotman Norfolk NR15 1PG \(southnorfolkandbroadland.gov.uk\)](#) – Revised application, Parish Council to support

- b) To note any planning decisions made

[2023/2040 | New access to existing dwelling | The Ranch Flordon Road Newton Flotman Norfolk NR15 1QX\(southnorfolkandbroadland.gov.uk\)](#) – Approval with conditions

- 17) To note the date of the next meeting Parish Council Meeting – Tuesday 16th July, Church Room, Newton Flotman, 7:30pm

Meeting closed at 9:15pm