



Newton Flotman Parish Council Meeting Minutes

Tuesday 14 July 2020

(this meeting was held virtually using the GoToMeeting platform)

Present: David Gibbs (Chairman) Julie King (clerk)
Bob Kelf
Bob McKelvey
Jeff Billings
Paul Weeks

Members of the public – one

- 1 Apologies for Absence
Colin Foulger, County Councillor, had sent his apologies.
- 2 Declaration of Interest for Items on the Agenda and Dispensations
Paul Weeks declared an interest in item 10e as he was the coordinator for the village's 75th Anniversary VE Day events.
- 3 Minutes of the Meeting held on 26 May 2020
These were agreed as a true record of proceedings with no amendments.
- 4 Councillor Vacancies
There had been no interest.
- 5 Public Participation
A member of the public asked for permission to erect the sign and flags on Kings Green for Norfolk Day

They said that the Parochial Church Council were reviewing the format of Partnership and asked for input, including consideration of communication in general in the village.

They had spoken with a resident of Ipswich Road who may be able to help with the access to Smockmill Common.

They spoke about a public thank you for those who had assisted during the recent Covid-19 crisis naming the person who had set up the Covid-19 Facebook group, the lady who ran the mobile Post Office, the school, postal workers, the Church Community Outreach Worker, the Vicar and staff at Olive House.

Signed

Date

Page

They said that, in addition to the weekly Zoom service, the Church was now open for service or private prayer at 11am on a Sunday. A monthly outside 'café eco church' was also being held on the first Sunday of the month.

A curate had been appointed to the benefice, Coryn Stanforth, she would be based in Newton Flotman but her ministry would be across the benefice. She would be priested next year and would be taking charge of Newton Flotman pastorally.

A new Headteacher had been appointed and the school had been taken over by a Church Trust.

Finally, they asked if they could use the bunting on Kings Green for V J Day.

6 Correspondence

The correspondence would be circulated.

7 Councillor Updates

None.

8 Matters Arising

None.

9 Regular Items

a SAM 2 Device

Westcotec had collected the device, the radar had failed and they had quoted £730 for the repair. The administrators of the Parish Partnership Scheme had indicated that they would consider a grant of 50% towards the cost of the repair. **It was agreed to apply for the grant and wait for the result of the grant before having the work carried out – next March/April. In the meantime Bob Kelf would pick the device up from Westcotec.**

b Highway Issues

None.

c Newton Flotman Village Centre and Alan King Playing Field

It was noted that the Village Centre was currently closed and the focus would be on getting the pre-school up and running. There had been no progress on the drain at the top of the field.

d Church Activities

This had been covered in Public Participation. It was noted that the mobile Post Office was running very well on a Tuesday between 2pm and 4pm.

10 Matters Arising

a Flordon Road/A140 Junction Improvements

Further consideration was given to the parking restrictions proposed for Flordon Road. The preliminary consultation had raised concerns over the consequences of

the proposal including increased parking near the Short Street/Flordon Road junction.

Discussion took place regarding a parking by for residents and possibly also those wishing to use the post box, along with increasing the parking restriction along the Flordon Road boundary of Corner House.

It was agreed to ask for a site meeting with the Highways Engineer to discuss solutions.

It was also agreed that the full consultation should include Arts, Seastar, the Surgery and the lower end of St Mary's Close as well as the resident who would be affected on Flordon Road.

b Land East of the A140
Nothing new to report.

c Affordable Housing
As there was not a current suggestion from Saffron for a site, **it was agreed to remove the item from the agenda until such time as there was a proposal to consider.**

d Access to Smockmill Common
The landowners had been written to and chase letters had been sent, there had still been no response. The Clerk would follow up with the resident who had been brought to the Council's attention in Public Participation.

e 75th Anniversary of VE Day – 8-10 May 2020

i Postponed Event – VJ Day – 15 August

Paul Weeks said that the organising committee had met and had decided that an event wouldn't be possible and that they would just put up the banners on Kings Green.

The next event, Remembrance weekend, would see a small number of events at the church including an exhibition.

ii Norfolk Day

It was agreed that the flags and banner could be erected on Kings Green for Norfolk Day.

f Tree Warden

There had been no interest.

11 New Items

a Internet Banking

The council considered options for making payments online, **it was agreed to open an account with Unity Trust Bank.**

- b Norfolk Wildlife Trust - Connecting the Claylands
It was agreed that this was more applicable to the Village Centre and Parochial Church Council and the information would be passed on.
- c Community Support Postcard
It was agreed to order sufficient copies for one per household and to see if they could be distributed with Partnership.
- d Code of Conduct Consultation
This was noted and **it was agreed to respond positively.**
- e Doctors Surgery
Concern had been expressed that the surgery remained closed and that parishioners having to travel to Long Stratton to pick up their prescriptions. The Clerk had been in contact with the Practice Manager and was awaiting a response.

Paul Weeks offered to look into becoming a member of the Patient Participation Group so that the residents of Newton Flotman could be represented.

12 Periodic Items

- a Allotment Rent
It was noted that the rent had been increased from £10 to £15 six years ago. **It was agreed not to increase the rent.**
- b Freedom of Information Model Publication Scheme, Guide to Information and Schedule of Charges
These had been circulated, they were reviewed **and agreed**

Discussion took place regarding communication with residents and **it was agreed to add consideration of a Facebook account to the next agenda.**
- c Asset Inspection Report
The assets had been inspected and a report circulated, it was noted that the area at the top of Alan Avenue was looking overgrown and **it was agreed to obtain quotes for consideration at the September meeting.**

13 Finance

- a First Quarter Accounts
These had been circulated **and were agreed.**
- b Requests for Donations
None.
- c Receipts and Payments since the last meeting
The following payments since the last meeting were noted:

Anglian Water	Allotment Water	£12.00
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Anglian Water	Allotment Water	£12.00
The CGM Group	Grounds maintenance	£296.91

d Invoices for Payment

The following were approved and paid:

J King	Salary & expenses (June & July)	£533.00
Norfolk Pension Fund	Pension contribution	£127.36
Geosphere Ltd	Parish online	£36.00
Newton Flotman Village Centre	TENs for VE Day event	£21.00
Newton Flotman PCC	Church Room hire	£7.00
P Moyes	Bus shelter cleaning (June & July)	£60.00

It was noted that there had been instances recently when the cleaning of the bus shelter had been particularly unpleasant and extra cleaning materials had been required, **it was agreed to pay an addition £10 to cover the extra costs and to pass on the Council's thanks.**

14 Planning

a Long Stratton Applications 2018/0111 & 2018/0112

It was understood that the County and District Council were providing assistance with the by-pass process.

b Swainsthorpe – Ben Burgess Application 2018/2631

It was understood that a further extension had been requested by the applicant.

c Review of Planning Meeting Decisions

Those applications, along with the recommendations made at planning meeting/s were noted:

2020/0933 –New Cranes Farm, Greenways

It was agreed to recommend approval

2020/1050 12 Higher Green Close

It was agreed to recommend approval

2020/1156 Bridge End, Church Road

It was agreed to recommend approval

d Planning Decisions taken by South Norfolk Council

2020/0691 22 St Mary's Close Approval with conditions

e Planning Appeals and Enforcements

None.

15 Data Protection

The decisions taken by the Data Protection Committee were noted and adopted.

16 Items for Next Agenda

Consideration of Facebook.

To review the financial regulations to allow for online payments.

17 Date of Next Meeting

Tuesday 29 September 2020, 7.30pm.

The meeting closed at 9.21pm.