

Newton Flotman Parish Council Meeting

Minutes of the meeting held on Tuesday 23 July 2019, 7.30pm

Present David Gibbs (Chairman) Julie King (Clerk)
Bob McKelvey
Bob Kelf
Jean Wilson
David Segens (from item 4)
Jeffrey Billings (from item 4)

Members of the public: Colin Foulger – County Councillor, Florence Ellis – District Councillor and Helena Last, Community Librarian.

1. Apologies for Absence

None.

2. Declaration of Interest for Items on the Agenda and Dispensations

Jean Wilson declared an interest in any items relating to the Village Centre (trustee of the Management Committee), the Church (a member of the Parochial Church Council) and the surgery (member of the Patient Participation Group).

3. Minutes of the Meeting held on 14 June 2019

These were agreed as a true record of proceedings with no amendments.

4. Councillor Vacancies

There had been two applicants for the three vacancies. **It was agreed to co-opt David Segens and Jeffrey Billings.** David and Jeffrey signed their declaration of acceptance of office forms and joined the meeting.

5. Public Participation

Helena Last spoke about the history and the recent changes to the rural library service. The mobile library service visited 500 communities a year, was free to join and free to use. In April 2019 they had reduced the fleet from eight to six vehicles but increased the operational hours and reviewed the locations, each location was visited every four weeks.

There were four stops in Newton Flotman: School Road, Grove Dale, Joy Avenue and Flordon Road and Helena asked for the Council's assistance in publicising the service.

It was noted that books borrowed from the mobile library could be returned to any library and that any book on the Norfolk catalogue could be ordered into the mobile library.

Helena also spoke of the 'Open Library' service, where libraries were not staffed but open to those customers who had applied to access via their library card. Finally she spoke of the Summer Reading Challenge, the theme of which for this year was 'space'. It encouraged children to continue reading over the summer

break by challenging them to read six books.

In response to questions, Helena spoke of the Libby App, which enabled tablet users to borrow e-books and agreed to forward on details of the usage of the mobile library service including the demographics of those using it.

Colin Foulger said that he was aware that some of the Highways items had been on the agenda for some time and asked if a meeting with the Highway Engineer would help. It was noted that the double yellow lines had been painted but appeared to stop short on the south-western side of Flordon Road, possibly due to parked cars at the time. The council had been reassured that the lining team would return to complete the task. The repositioning of the pedestrian signs on Flordon Road had been chased and Highways had agreed to chase up the landowners regarding the cutting back of the vegetation after the bird nesting season had passed.

Concern was expressed regarding safety along Flordon Road and a question was asked regarding the possibility of double yellow lines being introduced along Flordon Road from St Mary's Close to Short Street. Colin Foulger explained that it was not always possible to introduce double yellow lines in every location requested and the financial cuts experienced by the County Council had resulted in a reduction in services. It was noted that many of the cars parked along Flordon Road were parked there to use the bus service.

Florence Ellis said that she was delighted to attend the rededication service of the War Memorial in the church. She said that it was understood that the Ben Burgess application at Swainsthorpe did not fit with several of the South Norfolk Planning Policies and Highways were in discussion with the applicant. She had received a telephone call raising concern at the speed of traffic on Church Road.

Finally she spoke of the possibility of an outdoor, concrete table tennis table, South Norfolk Council were putting together a bid for some additional tables and Newton Flotman could be considered. Jean Wilson said that he Village Centre Committee had considered such a table but were concerned about vandalism, she would however take it back to the committee.

6. Correspondence

The correspondence would be circulated. It was noted that the bus shelter cleaner had found a charity box stolen from the Duke of Delhi, this had been handed over to the Police.

7. Councillor Updates

Jean Wilson, in her work with the Patient Participation Group (PPG), reported that the surgery was working with other GP practices to offer extended hours. The Practice Manager was also still working on the implications for the surgery of the development planned for Long Stratton.

8. Matters Arising

None.

9. Regular Items

a. SAM 2 Device

This had been moved on two occasions since the last meeting however the data collected had become corrupted and the usual statistics weren't available. It was noted that the data summarised on the website showed that most vehicles were obeying the speed limit with occasional speeding. The device was due to be moved in the near future.

b. Highway Issues

It was noted that trees on School Road were potentially interfering with power lines, **it was agreed to report this to UK Power Networks.**

c. Newton Flotman Village Centre and Alan King Playing Field.

Jean Wilson reported that the Village Centre were very short of help and support. They had an acting chairman, acting treasurer and secretary and Jean was the vice-chairman. Due to the lack of resources they were currently restricted in their activities and had only just decided not to cancel the fete. She spoke of the current outstanding issues including the replacement of the covering on the flat roof, the continuing problems with the disabled toilet, the drainage problems along the main entrance road, the RoSPA annual report and likely follow-up action required and the need to update the changing rooms and to give them a deep clean. One possible solution being considered was the employment of a joint secretary and treasurer but this would impact on the finances of the Village Centre.

Two members of the committee were due to walk the site, there was some uncertainty regarding the boundary and in one or two cases it was thought that adjacent land owners may be encroaching on the site.

Jean also spoke of the recent spate of criminal damage and the rectification arranged by the Police which saw the youngsters involved, along with some of their friends who weren't, undertaking work at the site to put right some of the damage that had been caused. In addition, some of the parents were going to pay a contribution towards the cost of replacing a broken window.

Finally, Jean spoke of a plaque that had been erected by the Village Centre Committee thanking Jean for the work she had done with regard to the play area.

Questions were asked regarding the ownership of the Village Centre and Playing Field. It was explained that the Parish Council were the custodian trustee and the Village Hall Management Committee were the managing trustees.

d. Church Activities

Jean Wilson reported that the tower repairs were now complete and it was hoped that a flag pole could be erected on the top. The Heritage Grant which had been very useful in enabling the work to be completed, had many

conditions and work was underway to ensure that these could be met. The Newton Flotman and Saxlingham Thorpe Heritage Group was still working well and had secured a lot of interest. The church was currently recovering from having to be shut for nine months for repairs and it was hoped to attract more customers to the outreach Post Office held in the Church Room which could deal with everything except car tax and passports.

10. Matters Arising

- a. Yellow Lines – Flordon Road/St Mary's Close Junction
This had been covered in public participation.
- b. Flordon Road/A140 Junction Improvements
Following a letter from the Parish Council to Norfolk County Council, Highways had confirmed that they were revisiting the previous feasibility study which had highlighted the need for further traffic counts to enable modelling of the junction. Phill Reilly, Project Engineer, had indicated that he would be prepared to meet with the Parish Council to discuss matters in more detail and to help inform the process. **It was agreed to arrange a meeting during the day, towards the end of September in the Church Room. Any councillor who was available would attend and Colin Foulger would also be invited.**
- c. Land East of the A140
Concern was expressed regarding the land, why it hadn't been developed and if the planning permission lapsed whether the legal agreement entered into between the Parish Council and landowner would no longer apply. It was understood that the adjacent land had been also been purchased which lead to the possibility of additional housing.
- d. Affordable Housing Project
Nothing further had been received from Saffron.
- e. Community Emergency Plan
Work was ongoing updating the plan.
- f. Flordon Road Pedestrian Signs and Cutting Back of Vegetation
This had been covered in public participation.
- g. Operation London Bridge
The Parochial Church Council had indicated that they would be happy for a book of condolence to be placed in the church. A loose leaf book had been found and **it was agreed to purchase a black book of condolence, at a cost of £34 (50 pages) and a further 1 set of pages at £8 for 20 pages.**
- h. Access to and Working Group for Smockmill Common
David Gibbs, Andy Cox, Florence Ellis and the Clerk had attended a meeting with Helen Sibley, Community Assets Delivery Officer, South Norfolk Council to look into providing a pedestrian access from Newton Flotman to Smockmill Common. Helen was to provide details of landowners and the Parish Council would assist with trying to negotiate the necessary

permission, it would also be necessary to provide a bridge to cross the river.

The maintenance of the Common was also discussed and Helen was keen to work with a team of volunteers who might be interested in becoming involved in the management of the Common. Consideration was given to facilitating this by hosting a meeting of interested people but it was felt that it would be best to wait for Helen to provide the information necessary for the access before progressing this.

i. Village Centre Ditches

The quote for the usual ditch clearance had been received, however questions had been raised regarding whether other ditches should be included and other quotes obtained. **It was agreed that Jeffrey Billings and the Clerk would join William Ball and David Winter from the Village Centre Committee to walk the area to ascertain what was required.**

j. Litter Bin, Kings Green

It was noted that the bin had been removed some months ago and it had been agreed at that time to consider replacing it at this meeting. **It was agreed to repair the bin and reinstate it**, Bob Kelf agreed to undertake this task.

11. Consultations

a. South Norfolk Council's Review of Polling Districts, Places and Stations

It was noted that there were no changes proposed for Newton Flotman, **it was agreed not to respond.**

12. Periodic Items

a. Allotment Rent

It was noted that the rent had been increased from £10 to £15 five years ago. **It was agreed not to increase the rent.**

13. New Items

a. Website Content

It was noted that during the move to the new website some of the historical data had not been transferred across, contact had been made with the host of the old site to ask if it could still be accessed.

It was agreed that the website should be used to advertise the facilities available in the village including the Pre-school, School, WI and defibrillator. Jean Wilson would speak to the groups about getting the necessary information.

b. SLCC's Regional Conference

It was agreed to pay for the Clerk's attendance at a cost of £40.

c. Village Fete – Saturday 14 September

Consideration was given to a Parish Council presence at the Village Fete. **It was agreed that those Parish Councillors attending would wear badges**

to identify them as councillors.

- d. 75th Anniversary of VE Day – 8 May 2020
This was noted and consideration would be given.
- e. Parish Partnership Scheme 2019/20
This was noted and consideration would be given.

14. Finance

- a. Requests for Donations
Jean Wilson declared an interest as she represented the WI on Age UK Norfolk. **It was agreed to donate £25 to Age UK Norfolk.**
- b. Receipts and Payments since the last meeting
The following receipts since the last meeting were noted:
- | | | |
|------|------------|---------|
| HMRC | VAT refund | £889.35 |
|------|------------|---------|
- The following payments since the last meeting were noted:
- | | | |
|---------------|-----------------|--------|
| Anglian Water | Allotment Water | £12.00 |
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- c. Invoices for Payment
The following were approved and paid:
- | | | |
|---------------------------------|--------------------------------------|---------|
| J King | Salary & expenses for June & July | £445.75 |
| Norfolk Pension Fund | Pension contribution | £125.12 |
| GeoXphere Ltd | Mapping | £36.00 |
| The CGM Group (East Anglia) Ltd | Grounds maintenance | £572.40 |
| P Moyes | Bus shelter cleaning for June & July | £50.00 |
| Kirsten Remer | Norfolk Day flags and banner | £75.46 |
| Age UK Norfolk | Donation | £25 |

Concern was expressed regarding the ground maintenance contract. The grassed areas did not appear to be being cut every two weeks, the entrance road to the Village Centre needed cutting and the weed killing didn't appear to have been done.

15. Planning

- a. Long Stratton Applications 2018/0111 & 2018/0112
Nothing to report.
- b. Swainsthorpe – Ben Burgess Application 2018/2631
Nothing to report.
- c. Review of Planning Meeting Decisions
Those applications, along with the recommendations made at planning meeting/s were noted:
None.

- d. Planning Decisions taken by South Norfolk Council
2018/0792 – 26 St Mary’s Close Approved with conditions

- e. Planning Appeals and Enforcements
None.

16. Items for Next Agenda

None.

17. Date of Next Meeting

Tuesday 24 September 2019.

The meeting closed at 9.54pm.