

# NORTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019

**IN THE CHAIR:** Mr. D. Etchells-Butler

**PRESENT:** Mr. A. Aket, Mr. R. Belham, Mr. C. Fakes, Mr. R. Lenko, Mrs. T. Long, Ms. L. Paris, Mr. S. Sadler, Mr. M. Thorpe, Mrs. J. Rowland (Clerk)

LGA 1972 s12 para 40

Mrs. J. Storey – County Councillor  
15 members of the public.

### **APOLOGIES:**

Mr. H. Richardson – District Councillor  
Mrs. W. Turner – District Councillor

### **PUBLIC FORUM**

Mrs Fullam enquired about an update on clearing the ditch at The Horseshoes. The Clerk reiterated the matter had been emailed to SCC but as no reply had been received it had been logged on SCC web site with a pin point showing the area in question.

Members of the public expressed concern at the Hawes Lane application decision date being deferred with a possible new application going in, and with correspondence taking place between planning and applicant only. The process for planning was questioned. Mrs. Storey explained that major application (10-15 houses) go to committee with Parish Councils being consulted. If there are lots of objections to an application then the planning officer will discuss these with the applicant so a decision date may be deferred with no notification to the parish. It was felt that Highways had expressed concern at the narrow road and given recommendations. Members of the public felt a date should be known so villagers can re-comment and attend committee to speak. The Chairman stated the public is only allowed a 3-minute talk time. Mrs. Storey outlined the structure to a planning committee meeting - talks allowed by 1 member of Parish Council, 1 objector, 1 supporter and the applicant, but any number of statements can be submitted. If the development is for self-build there would be no CIL payment due. The Chairman proposed that the Council reiterate their comments to Planning and members of the public are encouraged to submit their comments to Planning. It was stated that if the application is refused by MSDC the applicant can submit an appeal to the Secretary of State.

### **REPORT FROM DISTRICT COUNCILLORS – Appendix A and B**

Mr. Richardson commented in his report that in the event the Hawes Lane application comes to the planning committee it would still be outside the proposed settlement boundary which would likely weigh against any merits and likely to be refused.

### **REPORT FROM COUNTY COUNCILLOR - Appendix C**

Mrs. Storey stated Schools in Suffolk are seeing an improvement in results. Work on The Hold, the new home of the Suffolk Record Office is progressing. Suffolk is higher than average on the national trend for MMR and heading towards a measles free County. Trading Standards Imports Team have prevented unsafe items entering via the Port of Felixstowe. There are two new lorry-watch schemes. Bus services continue despite funding challenges.

Mr. Aket commented he is pleased with improving school standards but felt Suffolk is still very low.

### **DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST – None**

		<b>ACTION</b>
--	--	---------------

**NORTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019**

<b>1.</b>	<b>MINUTES</b>	
	<p>1. The minutes of the meeting held on 5<sup>th</sup> August 2019 were presented as a true and accurate record, a spelling mistake in 2.4 was amended and the minutes signed as such by the Chairman.</p>	
<b>2.</b>	<b>MATTERS ARISING</b>	
	<p>2.1 Model Railway update  Mr. Etchells-Butler stated he and Mr. Sadler had inspected the proposed area which may not be big enough but a little extra area could accommodate the train line. He is due to meet with Mr. Honeywood to discuss. Planning Permission may be required with a cost implication, possible £500-£600. Mr. Aket was concerned that additional costs are being added on, and felt the Council needed precise figures and cost implications before formal agreement to proceed, as there is still no quote for fencing. Mr. Walton commented that drawings will be required to submit with a planning application. Mr. Belham suggested local businesses may sponsor the project. Mr. Etchells-Butler proposed acceptance of £600-£900 for drawings and planning costs, but Mr. Belham felt firmer costs, with a contingency and proposed delivery date were needed. This will be brought to the next meeting.</p> <p style="text-align: right;"><small>Local Government and Rating Act 1997, s31</small></p>	<p>Mr. Etchells-Butler and Mr. Sadler to progress.</p>
	<p>2. Web Site – matter ongoing.</p> <p style="text-align: right;"><small>LGA1972</small></p> <p><small>s142</small></p>	<p>Ms. Paris</p>
	<p>3. CCTV update  The Chair confirmed the CCTV is installed and working. He has received training but requires a village hall key to view the monitor. He stated the resolution is good and in colour. He will train the Vice Chair. Mr. Walton will probably be the village hall representative and the Policy will be forwarded to him to sign and return.</p> <p style="text-align: right;"><small>Local Government and Rating Act 1997, s31</small></p>	<p>Mr. Sadler to receive training. Clerk to forward policy.</p>
	<p>4. Update on possible sign for “Norton Little Green”  Mr. Lenko stated the signs will cost £146.70 each and landowners have agreed to the sitings. He stated the District Councillor has agreed funding from Locality budget. The Clerk stated she is awaiting a reply from Highways. Councillors agreed to the signs being purchased.</p> <p style="text-align: right;"><small>Highways self-help scheme</small></p>	<p>Clerk to re-contact Highways. Mr. Lenko to order signs.</p>
<b>3.</b>	<b>PLANNING</b>	

**NORTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019**

	<p>1. Planning application received:  Land to The West of The Former Bacon Factory, Elmswell for Outline Planning Application (some matters reserved - access to be considered) for site remediation works (Phase 1) and the erection of up to 65 dwellings with the safeguarding of land for potential future delivery of a relief road, public open space and associated landscaping (Phase 2) DC/19/03924.  <b>The Council commented at the concern in the increased traffic generated by the application likely to pass through the village of Norton.</b></p>																
	<p>3.2 Planning applications approved:  Land to the North of Ashfield Road, Norton - Discharge of Conditions Application on DC/18/01681 (Appeal Reference APP/VV3520/VV/18/3207786) Condition 4 part (i) only (Surface Water Drainage works) part discharge.</p>																
	<p>2. Planning application refused:  Pine Trees, Ashfield Road, Norton for erection of a detached dwelling DC/19/02636</p>																
	<p>3. Approved conditions:  Martindale, Halls Lane, Norton, for Discharge of Conditions for DC/18/03107 – Condition 6 (Landscaping Scheme).</p>																
<p>4.</p>	<p><b>FINANCE</b></p>																
	<p>1. The following accounts were approved for payments:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; vertical-align: top;">s112</td> <td style="width: 70%;">Street Cleaner, £166.40 cheque no 022179</td> <td style="width: 20%; text-align: right;">LGA1972</td> </tr> <tr> <td style="vertical-align: top;">s112</td> <td>Clerk and expenses, £295.13 cheque no 022180</td> <td style="text-align: right;">LGA1972</td> </tr> <tr> <td style="vertical-align: top;">s112</td> <td>HMRC, £76.60 cheque no 022181</td> <td style="text-align: right;">LGA1972</td> </tr> <tr> <td style="vertical-align: top;">ss5,6</td> <td>Recycling Bins Direct, £186.00 Cheque no 22182</td> <td style="text-align: right;">Litter Act 1983</td> </tr> <tr> <td style="vertical-align: top;">s142</td> <td>Mr. Etchells-Butler, (Perspex for noticeboard) £30.60 cheque no 022183</td> <td style="text-align: right;">LGA1972</td> </tr> </table>	s112	Street Cleaner, £166.40 cheque no 022179	LGA1972	s112	Clerk and expenses, £295.13 cheque no 022180	LGA1972	s112	HMRC, £76.60 cheque no 022181	LGA1972	ss5,6	Recycling Bins Direct, £186.00 Cheque no 22182	Litter Act 1983	s142	Mr. Etchells-Butler, (Perspex for noticeboard) £30.60 cheque no 022183	LGA1972	
s112	Street Cleaner, £166.40 cheque no 022179	LGA1972															
s112	Clerk and expenses, £295.13 cheque no 022180	LGA1972															
s112	HMRC, £76.60 cheque no 022181	LGA1972															
ss5,6	Recycling Bins Direct, £186.00 Cheque no 22182	Litter Act 1983															
s142	Mr. Etchells-Butler, (Perspex for noticeboard) £30.60 cheque no 022183	LGA1972															
	<p>2. To receive budget statement and bank statement to 10<sup>th</sup> August  The Clerk presented the budget statement to end of August and the bank statement as at 10<sup>th</sup> August showing balance of £15842.41</p>																
	<p>4.3 To confirm receipt of s106 payment for goal posts.  The Clerk confirmed receipt of £630.00 from MSDC from the s106 money.</p>																
	<p>3. To review Internal Control  The Clerk agreed to liaise with Mr. Fakes on completing the internal control form.</p>	<p>Clerk and Mr. Fakes to liaise</p>															
<p>5.</p>	<p><b>PLAY AREA</b></p>																
	<p>5.1 Monthly inspection report. Mr. Lenko reported no problem with the area at the Village Hall.</p>																

**NORTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019**

	<p>5.2 Play area equipment update for Prospect Road.  Mrs. Long has contacted with Playdale and Wickstead receiving quotes for a slide, table, and the swings and chains being repaired – totaling around £4078. The Council asked for a firm quote in order to submit a request for funding from the Locality Budget.</p>	Mrs. Long to sort quote
<b>6.</b>	<b>STANDING ORDERS/POLICIES</b>	
	See correspondence 8.1.	
<b>7.</b>	<b>4-YEAR ACTION PLAN</b>	
	<p>7.1 Mr. Etchells-Butler circulated various options for noticeboards and proposed purchase of two – one for village hall entrance and one for Ixworth Road. Mr. Fakes seconded with all in agreement.</p> <p style="text-align: right;">LGA1972 s142</p>	Mr. Etchells-Butler to liaise with clerk to order.
	7.2 Mr. Belham suggested liaising with Mr. Honeywood about a piece of land on which to exercise dogs	
<b>8.</b>	<b>CORRESPONDENCE</b>	
	8.1 Facebook Protocol – Ms. Paris stated her concern about comments put on Facebook, particularly from Councillors. Mr. Belham stated the page was a local resident page, not a Council page, so should be open. He felt that Councillors should be able to speak openly and perhaps the Council should have its own page. The Clerk stated she had received a protocol from SALC concerning use of social media. It was agreed that the Clerk should draft a PC standing order and circulate.	Clerk to draft and circulate.
	2. Local Plan consultation. The Chairman stated Norton has been classed as a hinterland village with no potential large development sites. The Councillors supported the Local Plan, with views to be submitted by 30 <sup>th</sup> September.	Clerk to submit views
	3. Mid Suffolk Area Forum – 5 <sup>th</sup> September, 7pm, SALC office – noted.	
	4. Climate emergency information resource packs from District Councillor (emailed to Councillors) - noted.	
	5. SALC Training Courses – noted. Mrs. Long asked to attend the Course on Understanding Village Halls and Playing Fields. Mr. Lenko asked to attend the course on Routine Playground Inspection with examination.	
	6. Inspectors' Reports of the Examination into Single Issue Review of Core Strategy Policy CS7 and the Site Allocations Local Plan – emailed to Councillors – noted.	
	7. Update on Joint Local Plan drop-in events presentation – emailed to Councillors – noted.	
<b>9.</b>	<b>QUESTIONS AND COMMENTS FROM MEMBERS AND SUGGESTIONS FOR NEXT MEETING</b>	

**NORTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019**

	9.1 Mr. Fakes stated the keep dogs on a lead sign for the playing field had been vandalized. Mr. Aket agreed to replace. It was noted that the CCTV will capture any vandalism.	Mr. Aket to replace.
	9.2 Mr. Etchells-Butler stated he would be attending the village hall meeting on Thursday.	
	9.3 Mrs. Long stated a motorcycle constantly speeds along Ashfield Road, and she asked for the flashing speed sign to be put up at The Horseshoes. Mr. Sadler will check the sign and siting.	Mr. Sadler to sort mobile sign
	9.4 Mr. Sadler commented on the 30mph and other signs on Ixworth Road. The Clerk stated these will need to be logged on the Highways site so exact positions will be required.	Clerk to investigate sites.
	9.5 Mrs. Long stated recently she had seen a person using a theodolite walking along Ashfield Road. No reason was known for work being carried out.	
<b>10.</b>	<b>DATE OF NEXT MEETING</b> – 7 <sup>th</sup> October 2019	