

**NORTON PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> NOVEMBER 2019**

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

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

LGA 1972 s12 para 40

Mr. H. Richardson – District Councillor  
4 members of the public.

**APOLOGIES:**

Mrs. T. Long

The Council consented to accept the apology and reason received, which will be recorded in the attendance register.

Mrs. W. Turner – District Councillor

Mrs. S. Mansell – District Councillor

Mrs. J. Storey – County Councillor

**PUBLIC FORUM**

Mr. Walton reminded the Councillors of the village hall AGM on 7<sup>th</sup> November at 7.30pm.

Mid Suffolk Planning Committee meeting – thanks expressed to the Chairman and District Council for their talk to the Committee on the Hawes Lane proposal.

Mrs. Taylor asked about planters at the Garage to enhance this area. (see item 2.2)

Mrs. Taylor also asked about TPOs in the village as a proposed development along Ashfield Road has two large oak trees that require TPOs. (see item 8.2)

**REPORT FROM DISTRICT COUNCILLORS – Appendix A & B**

Mr. Richardson stated the Hawes Lane proposed development had been refused almost unanimously at Committee. He confirmed that more houses are proposed for Thurston along the Norton Road and Beyton Road of around 200 houses each. This matter will go to full committee.

Report received and noted from Mrs Mansell, in the absence of Mrs. Turner.

**REPORT FROM COUNTY COUNCILLOR – Appendix C**

Report circulated to all Councillors.

**DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST**

Mr. Sadler declared a non-pecuniary interest in item 7.1

1.	<b>MINUTES</b>	
	1. The minutes of the meeting held on 7 <sup>th</sup> October 2019 were presented as a true and accurate record, and the minutes signed as such by the Chairman.	
2.	<b>MATTERS ARISING</b>	
	1. Norton Little Green signs Mr. Lenko stated the signs should be in situ in the next month and planned to create publicity for this project when complete. <span style="float: right;">Highways self-help scheme</span>	Mr. Lenko

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	<p>2. Planters  The garage owner is supportive of the planters and has also agreed to paint the wall. The planters will need to be fixed to the wall and be narrow. Volunteers could be asked to look after them. Mr. Walton stated he had supplied the ones at the Village Hall so could produce 2 x 1m long planters with top soil. The Council accepted this offer.</p>	<p>Clerk/chairman to liaise with Mr. Walton.</p>
	<p>3. Meeting with Jo Churchill.  Mrs. Churchill was planning a site meeting with Mary Evans of SCC following the comments from the Parish Council. Unfortunately, due to a reshuffle at SCC, Andrew Reid is the new post holder and the meeting is now being sought with him.</p>	<p>Clerk to chase up meeting</p>
	<p>4. SPS Landscape training 15 October Haughley Park Barn  Mr. Lenko stated this was a very worthwhile course and very informative.</p>	
<p>3.</p>	<p><b>PLANNING</b></p>	
	<p>3.1 Planning application received in respect of  Little Haugh Hall, Ixworth Road, Norton, APPLICATION FOR RESERVED MATTERS - DC/19/04667. Proposal: Submission of Details under Outline Planning Permission DC/18/01673 - Access, Appearance, Landscaping, Layout and Scale for the erection of 2No. detached dwellings; Discharge of Condition 4 (Materials), Condition 7 (Biodiversity Enhancement Strategy), Condition 8 (Wildlife Sensitivity Lighting Design Strategy), Condition 9 (Surface Water Drainage) and Condition 10 (Landscaping Scheme)  <b>The Council had no objection to the submission of details.</b></p>	
	<p>3.2 Fair Oak, Ashfield Road, Norton for Erection of front two-storey extension (following demolition of garage). Erection of first floor rear extension extending gable end roof. Erection of pitched roof front porch (following demolition of existing). DC/19/05020  <b>The Council had no objection to the proposed planning application.</b></p>	
	<p>3.3 Planning application refused in respect of  Land Off Hawes Lane, Norton Outline Planning Application (Access to be considered) Erection of 20 dwellings and construction of vehicular access, pedestrian link and vehicle passing bay.</p>	
	<p>3.4 Planning approved  Land To The North Of, Ashfield Road, Norton Submission of details under Outline Planning DC/18/01681 - Access, Appearance, Landscaping, Layout and Scale for Erection of up to 8no. dwellings DC/19/03463</p>	
	<p>3.5 Planning Discharge of condition(s) Town and Country Planning Act 1990  George Farm House, The Street, Norton for Discharge of Conditions Application for DC/19/00961- Conditions 3 (Insulation Details), Condition 4 (Timber Frame Works) and Condition 5 (Materials)</p>	
<p>4.</p>	<p><b>FINANCE</b></p>	

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1.	<p>The following accounts were approved for payments:</p> <p>Street Cleaner, £166.40 cheque no 022194  Clerk, £140.10, cheque no 022195  HMRC, £77.60, cheque no 022196  Tenhats, Oct and Nov, £488.61, cheque no 022197  Vertas, £252.23, cheque no 022198  Mid Suffolk DC, bins, £60.00, cheque no 022199  Norton Village Hall, Wifi, £410.40  cheque no 022200  R. Lenko (Harry Stebbings, Signs) and cement £402.54,  cheque no 022201  NPCC, upkeep of churchyard, £410.00 cheque no 022202  British Legion, poppy wreath, £35.00 cheque no 022203</p>	<p>LGA1972 s112  LGA1972 s112  LGA1972 s112  LGA1972 s112  Public Health Act 1875 s164  Litter Act 1983 ss5,6  Local Government and Rating Act 1997, s31  Highways self-help scheme  LGA1972, s214 (6)  LGA 1972 s1388</p>
2.	MSDC CIL payment. The Clerk confirmed CIL receipt of £4708.27.	
3.	Budget statement, receipts and payment statement with reconciliation, and bank statement. Received and approved. The Clerk stated she had allocated the CIL receipt to the Model Train expenses as currently there was no budget set aside for this project.	
4.	To receive internal control report. Mr. Fakes had completed the internal report after liaising with the Clerk.	
5.	Precept requirement for 2020-2021 The Clerk reminded Councillors to consider projects and the precept for the next financial year. The precept forms are required to be completed and submitted to MSDC in January.	
5.	<b>PLAY AREA</b>	
1.	Monthly inspection report. MSDC annual inspection report circulated to Councillors. The report will be reviewed and discussed next meeting. Swings seats marked as moderate risks have recently been replaced, and gate spring closures fitted. Bark quote received from Vertas. EPS will also be asked for a quote for bark. Rubber matting could also be investigated for the bark areas but is likely to be expensive.	Councillors to review report Clerk to contact EPS.
6.	<b>STANDING ORDERS/POLICIES</b>	
6.1	The Clerk's draft job description had been circulated and agreed by Councillors. This will be drawn up formally and adopted by the Council	Clerk to draw up
7.	<b>ACTION PLAN</b>	

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	<p>1. Model Railway  Mr. Etchells-Butler stated he has received three quotes for 145m of fencing, using wooden and concrete posts, at various centres and heights, with two gates, ranging in price from £5274 and £10567. The planning application will cost around £231, public liability will be £45 for £2m cover and DBS will be £37. He stated the Council would be responsible for the fence and planning application. Although fully supportive, Mr. Belham felt the Council needed more background information, i.e. benefit to village, timetable of how often it would be in use, statement of intent etc. Mr. Walton felt the schedule needed to work in conjunction with village hall use and the car park. Mr. Aket was concerned that the Council had not been fully aware of the cost of the fencing. Mr. Etchells-Butler reminded that FIT had agreed to this project as a free activity. Mr. Etchells-Butler proposed that the Council submit the planning application, which will take around 8-12 weeks, Mr. Fakes seconded, with a vote of 5 for and 1 against to proceed with the application.</p> <p style="text-align: right;">Local Government and Rating Act 1997, s31</p>	<p>Mr. Etchells-Butler to submit planning application.</p>
	<p>2. Noticeboards  The Clerk confirmed these are on order and should arrive in the next month. Mr. Walton may be able to put up.</p> <p style="text-align: right;">LGA1972 s142</p>	<p>Clerk to organise</p>
	<p>3. Tree Planting  The Council requested the Clerk to write to the local farmers to see if they had plans to plant more trees, or to suggest places the Council might consider for tree planting.</p>	<p>Clerk to write</p>
<p>8</p>	<p><b><i>CORRESPONDENCE</i></b></p>	
	<p>1. Remembrance Sunday  The Chairman has the wreath and reminded Councillors of the arrangements for Sunday's service at the memorial.</p>	
	<p>2. Tree Preservation Orders  At the planning site along Ashfield Road there are 2 large oaks which could benefit from TPOs to protect them from being felled. The District Councillor will check if there is a condition on the planning approval. The Clerk was requested to write to the Tree Officer. Mr. Aket also commented that there are mature trees along the Thurston Road and feels the Council should be proactive in preserving heritage. The Clerk will contact Tree Officer to find out how the Council gets TPOs on the mature trees in the village.</p>	<p>DC to check  Clerk to write to Tree Officer.</p>
	<p>3. White Gating into village  Mr. Walton stated he had measured and given a price to the previous Council so he agreed to forward this to Mr. Lenko</p>	<p>Mr. Lenko</p>
	<p>4. Road signs and salt bins  The road signs have recently been replaced and request to refill salt bins has again been submitted to SCC.</p>	<p>Clerk to chase up bin refill</p>
	<p>5. Partner-funded PCSOs – emailed to Councillors - Noted</p>	

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	6. Invitation to attend Citizens Advice Bureau AGM 15 <sup>th</sup> November, 7pm, Stowmarket Community Centre. - Noted	
	7. West Suffolk Council - Strategic Housing and Economic Land Availability Assessment (SHELAA) 2019 Stakeholder consultation - Noted	
	8. MSDC (Norton Footpath No7 (Part)) public path diversion order 2019 Highways Act 1980 Section 119. - Noted	
	9. SALC AGM on Tuesday 26 November 2019 at Blackbourne Community Centre, Elmswell - Noted	
	8.10 Formal adoption of Thurston Neighbourhood Plan by Mid Suffolk District Council - noted	
	11. The Local Government Boundary Commission Have your say on council ward boundaries for Suffolk – Consultation extended. – emailed to Councillors. - noted	
	12. Speedwatch coordinators request from Community Speedwatch Suffolk police. Information passed to Mr.Sadler to follow up.	Mr. Sadler to follow up
	13. Suffolk Views – to Mr. Aket	
9	<b>QUESTIONS AND COMMENTS FROM MEMBERS AND SUGGESTIONS FOR NEXT MEETING</b>	
	9.1 Ms. Paris reported the web site upgrade as on going.	
	9.2 Dog Signs. Loose dogs have been seen on the playing field so missing signs need to be replaced. Although Mr. Walton can laminate A3 signs, the Council asked Dan from Gadd brothers to produce 4 metal signs costing £20 each.	Clerk to follow up with Gadd Bros.
	9.3 Mr. Sadler stated that when clearing the overgrown part of playing field a large number of dog mess bags had been found. Dog owners will be reminded, via the Messenger, to clear up.	Chairman to place notice
	9.4 Councillors were reminded of the Village Hall AGM on Thursday at 7.30pm	
10	<b>DATE OF NEXT MEETING</b>	
	10.1 2 <sup>nd</sup> December 2019.	