

NORTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 5TH AUGUST 2019

IN THE CHAIR: Mr. D. Etchells-Butler

PRESENT: Mr. A. Aket, Mr. C. Fakes, Mrs. T. Long, Ms. L. Paris, Mr. S. Sadler,

LGA 1972 s12 para 40

Mr. H. Richardson – District Councillor

2 members of the public.

APOLOGIES FOR ABSENCE:

The Council to receive apologies for absence – apologies for absence were received from Mr. Thorpe and Mr. Lenko.

The Council consented to accept the apologies and reasons received, which have been recorded in an attendance register.

Apologies received from Mrs. W. Turner – District Councillor

PUBLIC FORUM

Mr. Walton commented that a number of signs on the A1088 are damaged or missing.

He enquired about the salt bins still being empty. The Clerk stated licences are required for each bin which had been completed and sent to Highways. Mr. Walton stated that if there is a problem with refilling, he would be able to obtain a supply of salt/grit at cost if required.

He further enquired about the train questioning the stability of the ground under the trees and the possible problem with the trees and the track. He stated he may have found an alternative site and agreed to approach the landowner.

REPORT FROM DISTRICT COUNCILLORS – Appendix A and B

- Local Plan consultation runs July to September with planned adoption in the Autumn. Norton has been classed as Hinterland. Ms. Paris commented the link to the consultation has been scanned to Norton Facebook page.

Mr. Aket enquired about the MSDC investments. Mr. Richardson stated MSDC and the consultants are happy with the current investments, as although the assets are down, the profit on income is up.

REPORT FROM COUNTY COUNCILLOR - none received

DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST – None declared.

1.	MINUTES	ACTION
	1. The minutes of the meeting held on 2 nd July 1019 were presented as a true and accurate record and signed as such by the Chairman.	
2.	MATTERS ARISING	

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	<p>1. CCTV update – The firm will carry out the work commencing 12th August which will take 3 days and include training for the users.</p> <p style="text-align: right;">Local Government and Rating Act 1997, s31</p>	<p>Mr. Etchells-Butler and Mr. Sadler to receive training.</p>
	<p>2. Litter Pick. Several members of the public had turned up and it had been a successful day. The Chair felt the village was in fact reasonably litter free. The Clerk has cleared and disposed of the few black bags left at the recycling bins.</p> <p style="text-align: right;">Litter Act 1983</p> <p>ss5,6</p>	
	<p>3. Web Site update – Ms. Paris has received training from Mr. Jones and is now finding her way and working on links to other village groups. Mr. Walton suggested other links may be helpful, e.g. tree officer concerning TPOs. Mr. Aket commented other villages appeared busy on their sites but Norton did not. However, Ms. Paris stated there are newly set up groups, e.g. gardening club and board game club, and the hall was very busy.</p> <p>LGA1972 s142</p>	<p>Ms. Paris to continue upgrade of site.</p>
	<p>4. Model Railway. FIT and SALC information has been circulated to all Councillors.</p> <p>The alternative site will be investigated. Mr. Etchells-Butler stated expenditure is not yet know, but anticipated the Council will only need to fund a fence with other costs being borne by the enthusiasts. He proposed agreement in principle from the Council to proceed with limited expenditure on a fence. Mr. Aket questioned other expenses, e.g. upkeep of rolling stock, insurance, track, etc and asked for a commitment from the enthusiasts concerning the expenses that may be incurred. Mr. Sadler assured that family and friends are eager and enthusiastic to see this venture proceed and he has a number of volunteers willing to lend a hand. Mr. Sadler is aware that he will be required to carry insurance cover and other issues are still to be covered e.g. Health and Safety, DBS, Risk assessment etc. Following this discussion, Mr Etchells-Butler again proposed acceptance in principle, Ms. Paris seconded with 5 in favour and 1 against. Proposal passed by the Council.</p> <p style="text-align: right;">LGA(miscellaneous Provisions)1976 s19</p>	<p>Chairman and Mr. Sadler</p>
	<p>5. Update on possible sign for “Norton Little Green”. Mr. Lenko is able to access 2 signs costing £394. Highways will be asked for their advice on where these should be placed.</p> <p>Mr. Walton questioned whether there would then be a Norton sign when entering the village from Norton Little Green.</p> <p>Highways self-help scheme</p>	<p>Mr. Lenko to investigate additional signs. Clerk to speak to Highways.</p>

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	6. The appraisal of the Parish Council Clerk. The Clerk will put together a log of tasks undertaken, and the Chair will put this together using a published template.	Clerk/Chair to collate.
3.	PLANNING	
	<p>3.1 The following planning applications were received:</p> <p>3.1.1 Lilac Villa, Ixworth Road, Norton, Householder Planning Application – Erection of a single storey rear extension (following demolition of existing porch). DC/19/03501. The Council had no objection to this application.</p> <p>3.1.2 Land To The North Of Ashfield Road, Norton, application for reserved matters – DC/19/03463. Submission of details under Outline Planning DC/18/01681 - Access, Appearance, Landscaping, Layout and Scale for erection of up to 8no. dwellings</p> <p>The Council rejected the application making the following comments:</p> <ul style="list-style-type: none"> • The local Parish Plan requested the village needs smaller affordable houses, i.e. 3 bed. • H13 & SB2– Plot 8 -It is considered that this would result in a loss of privacy and amenity to the neighbouring property of Juniper Cottage by reason of the ridge height on the house and garage which needs to be reduced. • GP1 – The design and layout of the proposed new dwellings did not respect the appearance of the surrounding area of open countryside by means of size and scale. • The proposal is outside the settlement boundary and has potential for future development outside the plot. • The parking area is not sufficient for 8 x 4 bed houses. 	
	<p>3.2 Planning Application withdrawn:</p> <p>3.2.1.Land To The South Of Little Owl Lodge, Ashfield Road, Norton, for erection of 2no. dwellings including parking and access DC/19/02282</p>	
	<p>3.3 Planning application approved</p> <p>3.3.1 9 Hardings Lane, Norton, for erection of 2no semi-detached dwellings and creation of two new vehicular accesses. DC/19/01859</p> <p>3.3.2 Martindale, Halls Lane, Norton, Non Material Amendment to DC/18/03107</p> <p>- Alterations to Fenestration.</p>	

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	<p>3.4 Refusal of discharge of conditions 3.4.1 Little Haugh Hall, Norton for discharge of conditions application for DC/18/01673 – 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)</p>	
	<p>3.5 Conditions determined 3.5.1 Land North Of Meadow View House, Ixworth Road, Norton DC/18/00684 - Condition 6 (Highways Surface Water Discharge Prevention), Condition 7(Refuse Bins and Collection Areas), Condition 8 (Agreement of Materials), Condition 9 (Landscaping Scheme)</p>	
	<p>3.6 Planning Permission refused 3.6.1 Land West Of, Ixworth Road, Norton, for erection of 4no. dwellings DC/19/02021</p>	
4.	4-YEAR ACTION PLAN	
	<p>4.1 To review Action Plan. 4.1.1 Notice boards – Mr. Etchells-Butler stated costs range £400 to £1000. He felt a substantial board would be required at the Village Hall. Mr. Aket suggested asking local carpenters for a quotation. Mr. Etchells-Butler stated he would check the School Close board with a view to replace the blown Perspex window.</p>	<p>Mr. Etchells-Butler to check and cost.</p>
5.	FINANCE	

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	<p>1. The following accounts were approved for payments:</p> <p>Street Cleaner, £166.40, cheque no 022164 LGA1972 s112</p> <p>Clerk, £140.10, cheque no 022165 LGA1972 s112</p> <p>HMRC, £76.60 cheque no 022166 LGA1972 s112</p> <p>Tenhats, (June) £235.00 cheque no 022167 LGA 1972 s142</p> <p>ICO, £40.00, cheque no 22168 GDPR</p> <p>Mark Harrod, goal posts, £756.00 cheque no 022170 LGA(miscellaneous Provisions)1976 s19</p> <p>MSDC (bins) £354.00 cheque no 022171 Litter Act 1983 ss5,6</p> <p>Vertas £252.25, cheque no 022172 Public Health Act 1875 s164</p> <p>SALC (audit and course) £312.00, cheque no 022173 LGA1972 s112</p> <p>MSDC (election) £107.78 cheque no 022174 LGA 1972 S. 83(4)</p> <p>Anglian Security, £1680.00, cheque no 02215 Local Government and Rating Act 1997, s31</p> <p>Tenhats, (July) £235.00 cheque no 022176 LGA 1972 s142</p> <p>Tenhats, (Aug) £235.00 cheque no 022177 LGA 1972 s142</p> <p>Anglian Security £120.00 Cheque no 022178 Local Government and Rating Act 1997,</p>	
	<p>2. To receive interim Receipts and Payments with bank reconciliation statement, bank statements. The clerk had emailed information to Councillors showing reconciliation of bank accounts with receipts and payment account.</p>	
	<p>3. To confirm receipt of MSDC Cleansing payment. Street Cleansing grant received for £266.83 for period ending June 2019</p>	
	<p>4. To receive internal audit report. The Clerk had emailed to all Councillors. Recommendations are being worked on and progress will be reported back to the Council.</p>	Clerk
	<p>5. To adopt internal control statement and internal control report. The Clerk forwarded statement and report asking for the Councillors to note the content and adopt. Councillors agreed to adopt the internal control statement which was signed by the Chairman.</p>	
	<p>6. To appoint Internal Control Councillor. Mr. Fakes agreed to act as Internal Control Councillor and was appointed by all Councillors.</p>	
	<p>7. To confirm appointment of Clerk as RFO. The Clerk was formally confirmed by the Council as RFO – Proposed by Mr. Etchells-Butler, seconded by Ms. Paris.</p>	

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6.	PLAY AREA	
	<p>1. Monthly inspection report. Mr. Lenko reported the playing field site as being OK. Mrs. Long stated she had contacted EPS concerning the Prospect Road site, but as yet has not had a reply. The Clerk will contact EPS again. Meanwhile Mrs. Long will seek other quotes for a slide and picnic table. Mr. Burt will be asked about the source of tables already on site at the playing field. Additional bark is required and the Clerk was requested to seek a source. A sign for No Dog Fouling is required and the Clerk will place an order.</p> <p style="text-align: right;"><small>Public Health Act 1875 s164</small></p>	Clerk to source bark, signs and contact EPS.
	<p>2. Goal Posts – The Clerk reported these had been ordered but would need to be erected.. It was agreed to ask Vertas to put them up and remove the old posts.</p> <p style="text-align: right;"><small>LGA(miscellaneous Provisions)1976 s19</small></p>	Clerk to ask Vertas
	<p>3. MSDC Annual Play Inspection for 2019. The Council agreed to join the programme for inspection in October.</p> <p style="text-align: right;"><small>LGA(miscellaneous Provisions)1976 s19</small></p>	
7.	STANDING ORDERS/POLICIES	
	<p>7.1 To review/amend/adopt CCTV policy Councillors received an updated policy from the Clerk . Mr. Etchells-Butler proposed the Council accept, Mr. Fakes seconded, with all Councillors in favour. Each nominated user will need to sign to accept conditions.</p> <p style="text-align: right;"><small>Local Government and Rating Act 1997, s31</small></p>	Clerk to circulate.
8.	CORRESPONDENCE for discussion	

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	<p>1. SALC – Apologies and non-attendance at meetings – circulated to all Councillors. Contents noted. Mr. Etchells-Butler proposed a register of apologies is kept, Mrs. Long seconded with all in agreement</p> <p>2. Forthcoming SALC courses – noted.</p> <p>3. Suffolk Preservation Society launches a 10-year Manifesto - emailed to Councilors. Contents noted.</p> <p>4. Babergh and Mid Suffolk joint local plan consultation (July 2019) – dates circulated to all Councillors. To be placed on next month’s agenda for discussion.</p> <p>5. West Suffolk Affordable Housing Supplementary Planning Document (SPD) 2019 consultation – noted.</p> <p>6. Letter from K. Fullam concerning ditch and road frontage at The Horseshoes being overgrown and restricting visibility. The Clerk stated she had written to Highways (copied Mrs. Storey) for comments.</p> <p>7. Better Broadband for Suffolk Parish Councillor Briefing – (emailed to Councillors) – noted.</p> <p>8. Hedge adjacent to village hall. The Clerk reported she had received a complaint about the hedge overhanging the footpath restricting use meaning pedestrians had to step into the road. A letter will be sent to the resident</p> <p>9. Rental cost of playing field. Mr. Etchells-Butler stated there will be a classic car rally on the playing field and he has been asked by the Village Hall Committee if £50 would be suitable as a charge for the use of the field. The hall is being hired at the same time. Councillors agreed that this seemed a fair charge and the Chair will inform the booking clerk.</p> <p>8.10 Clerks & Council’s Direct- noted</p>	<p>Clerk to set up</p> <p>Clerk to place on agenda.</p> <p>Clerk to write to Highways and Mrs. Storey.</p> <p>Clerk to write</p> <p>Chairman to contact booking clerk.</p>
<p>9.</p>	<p>QUESTIONS AND COMMENTS FROM MEMBERS AND SUGGESTIONS FOR NEXT MEETING</p>	
	<p>9.1 Mr. Sadler stated the 30mph sign at the Ixworth end of the village needs replacing as the poles are rusted.</p>	<p>Clerk to contact Highways.</p>
<p>10.</p>	<p>DATE OF NEXT MEETING 10.1 2nd September 2019</p>	

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