

**NORTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 7TH SEPTEMBER 2020**

MINUTES of the MEETING held on Monday 7TH September 2020 at 7.30pm by ZOOM VIDEO CONFERENCE.

PRESENT (by video)

In the chair: Mr. D. Etchells-Butler,
Mr. B. Aket, Mr. C. Fakes, Mr. R. Lenko, Mrs. T. Long, Mr. S. Sadler,
Mrs. J. Rowland (Clerk)
District Councillor H. Richardson
Four members of the public.

LGA 1972 s12 para 40

APOLOGIES:

County Councillor Jane Storey
District Councillor Wendy Turner

1.	<p>OPENING The Chairman opened the meeting advising all of the Video Protocol for Councillors and the public to raise a hand if they wished to speak, wait to be recognized by the Chair and avoid speaking over each other and the Chair.</p>	
2.	<p>Declarations of pecuniary and local non-pecuniary interests 2.1 To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature inc. gifts of hospitality exceeding £25. Mr. Sadler declared an interest in any discussing involving the Train. 2.2 To receive declarations of lobbying for planning matters on the agenda - none 2.3 To receive requests for dispensations - none</p>	
3.	<p>PUBLIC FORUM—to receive reports for information</p> <ul style="list-style-type: none"> • Members of the public—to receive questions and matters of concern from those in attendance – Mr. Walton commented on the problem of litter and dog fouling in the village that appears to have got worse of late. Mr. Lenko agreed and wondered if a dispenser with dog bags at strategic places might be an idea. Mr. Etchells-Butler felt most people do clear up and those that don't probably wouldn't bother even if a dispenser was available. Mr. Walton stated there was good signage at Flatt's Lane, Tostock. The Clerk outlined the position regarding Public Space Protection Order and had written to the Chief Environmental Officer at MSDC asking for this to be put in place for the playing field. A reply is awaited as she is currently on leave. Mr. Etchells-Butler felt additional signs on the playing field would be a good idea and Mr. Lenko agreed to follow up on the Tostock signs. Mrs. Chandler stated the dog bin at the Church is quite often full and not regularly emptied. The Clerk will inform MSDC. Mr. Aket felt this was a seasonal problem with dark morning and dark evenings. Mr.Fakes agreed that a prosecution would hopefully get the message across to the public. • Members of the public – to receive comments submitted via email – none received 	<p>Clerk to follow up with MSDC</p> <p>Mr. Lenko to follow up signs.</p>

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4.	<p>REPORTS FOR INFORMATION –to receive written reports for information only</p> <ul style="list-style-type: none"> •Report from County Councillor Jane Storey - noted •Report from District Councillors Harry Richardson and Wendy Turner – noted. <p>Mr. Aket enquired of Clr Richardson whether Councillors were still claiming the allowance as meetings were not taking place. Clr. Richardson stated meetings were still being held remotely and there was still case work to be undertaken.</p>	
5.	<p>MINUTES</p>	
	<p>5.1 To note the minutes of the following meeting: (as previously circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting</p> <ul style="list-style-type: none"> • Virtual Parish Council Monthly Meeting 3rd August 2020 • Virtual Planning Meeting 10th August 2020 <p>They were agreed as a true and accurate record, and as such to be signed by the Chair of the meeting outside of the meeting.</p>	
6.	<p>MATTERS ARISING</p>	
	<p>To note matters arising from Virtual Meeting on 3rd August 2020</p> <ol style="list-style-type: none"> 1. Consideration for coopting to the vacancies on the Council. The Clerk had circulated names of those willing to stand. The Chairman suggested each Councillor put their suggestion of 2 names in a sealed envelope and deliver to the Clerk, and if a draw he would have the casting vote. 2. Permits to use A1088 – reply from Highways and Jane Storey. Highways stated that Goldstar had opted not to use the A1088 as it was not financially viable so had not renewed their permits. Mrs. Storey stated she had spoken to the MD of Goldstar who reiterated this. Councillors felt Goldstar still use the A1088 so would monitor. 	
7.	<p>PLANNING</p>	

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To consider matters relating to Planning for Norton:

7.1 To consider the following planning applications: full details of the applications listed below are available to view online by visiting: <http://www.midsuffolk.gov.uk/planning/development-management/application-search-and-comment/search-for-applications/>

1. Application for reserved matters DC/20/03255
Lane south west of Rose Cottage, Ashfield Road, Norton
Submission of details (reserved matters application) for DC/18/01861 allowed at appeal APP/W3520/W/18/3215143. Access, appearance, landscaping, layout and scale for the erection of 8 dwellings with associated garaging and new vehicular access
The Council objected to this application. They did not feel the landscaping and appearance would be in keeping with the character of the village and would have a detrimental effect on the surrounding area. The proposed dwellings would have no benefit to the village due to the listing of self build and therefore no benefit of a CIL payment.

2. APPLICATION FOR PLANNING PERMISSION - DC/20/03059
Fairhaven, Ashfield Road, Norton. Householder Planning Application – Erection of single storey side extension and detached double length garage with rooflights (following demolition of existing).
The Council had no objection to this application.

3. APPLICATION FOR PLANNING PERMISSION - DC/20/03318
Rookery Farm, Ashfield Road, Norton. Planning Application for Construction of first floor apartment within existing stable building
The Council had no objection to this application.

- 7.1.4 APPLICATION FOR LISTED BUILDING CONSENT - DC/20/01915
Listed Building Consent - Manor Lodge, Ashfield Road, Norton, for Repairs to brickwork to front elevation and replace post and sole plate. Repairs to and replacement of fenestration as detailed in schedule of works, insertion of bi-fold doors.
The Council had no objection to this application.

2. To note responses to previous planning applications submitted as statutory consultees:
 - 2.1. APPLICATION FOR PLANNING PERMISSION APPROVED- DC/20/02783
Cranmers, Ashfield Road, Norton - Erection of single storey garden room on south elevation.
 - 7.2.2 REFUSAL OF DISCHARGE OF CONDITION(S) DC/19/05805
Land To The North Of, Ashfield Road, Norton,
Discharge of Conditions Application for DC/19/05805- Condition 3 (Archaeological Written Investigation) and Condition 4 (Archaeological Works).

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8.	FINANCE																	
	<p>8.1 Request received for financial assistance for upkeep of churchyard at St. Andrews Church, Norton. The Council approved a payment of £410 as budgeted.</p> <p>8.2 To approve the following accounts for payment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Street Cleaner £68.80 cheque no 22269</td> <td style="width: 30%; text-align: right;">LGA1972 s112</td> </tr> <tr> <td>Clerk's salary £140.10, cheque no 22270</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>HMRC £52.20 cheque no 22271</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>Tenhats £197.00, cheque no 22272</td> <td style="text-align: right;">LGA1972 s142</td> </tr> <tr> <td>NPCC £410.00, cheque no 00073</td> <td style="text-align: right;">LGA1972 s215</td> </tr> <tr> <td>Noticeboard, door, £138.00, cheque no 22274</td> <td style="text-align: right;">LGA(miscellaneous Provisions)1976 s19</td> </tr> <tr> <td>EPS, play area rope, £282.00, cheque no 22275</td> <td style="text-align: right;">LGA(miscellaneous Provisions)1976 s19</td> </tr> <tr> <td>Mortimer Contracts, monkey bars, £1800.00 cheque no 22276</td> <td style="text-align: right;">LGA(miscellaneous Provisions)1976 s19</td> </tr> </table> <p>8.3 Confirm Mr. Lenko as new signatory on account. The Clerk confirmed that the signatories to the account had been changed and confirmed by Santander.</p> <p>8.4 To receive budget to 31.7.20 An updated budget had been emailed to all Councillors to show the current situation. This was agreed and accepted by Councillors.</p> <p>8.5 To received interim accounts from Village Hall. VH Management had forward a statement of account which had been forwarded to all Councillors. This was noted. Mr. Jefferson requested a meeting between Village Hall and Parish Council concerning the proposals of improvement which require the Council's support in order to put forward planning applications. He is looking to raise approx. £400,000 through charitable sources to upgrade the Hall. Councillors agreed to have an additional meeting in 2 weeks so the Clerk will formally call another meeting via Zoom and advertise to parishioners.</p> <p>8.6 Survey of trees on the Playing field. The Clerk stated she had contacted three more firms for a third quote, but two had not returned calls and the third did not compile detailed survey reports.</p>	Street Cleaner £68.80 cheque no 22269	LGA1972 s112	Clerk's salary £140.10, cheque no 22270	LGA1972 s112	HMRC £52.20 cheque no 22271	LGA1972 s112	Tenhats £197.00, cheque no 22272	LGA1972 s142	NPCC £410.00, cheque no 00073	LGA1972 s215	Noticeboard, door, £138.00, cheque no 22274	LGA(miscellaneous Provisions)1976 s19	EPS, play area rope, £282.00, cheque no 22275	LGA(miscellaneous Provisions)1976 s19	Mortimer Contracts, monkey bars, £1800.00 cheque no 22276	LGA(miscellaneous Provisions)1976 s19	
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9.	CIL PROJECTS																	
	To consider projects to fund with CIL – items added to Action Plan																	
	<p>1. Assistance for Norton Pre-School. Following the Council's agreement in principle to assist with funding of repair/new build, Mrs. Rowland asked for a commitment of an amount from the Council as applications for funding ask for specific amounts of funding from various other sources. Mr. Etchells-Butler proposed £2000 which was seconded and agreed by all Councillors. Mr. Aket further commented that when the School Governors meet he would seek their thoughts on trying to integrate pre-school onto the school premises as currently there is a close working relationship between the two.</p> <p style="text-align: right;">LGA1972 s137</p>	Clerk																

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	<p>2. Train, fence and associated work. Mr. Lenko reported from the working party. He stated work would not commence until Spring 2021 as it is too late to commence anything this year. The Clerk had circulated the Insurance Company update which Councillors noted. Mr. Lenko said sleepers for track, carriages, waste from site and fuel (one train has been converted to electric) are being investigated, and any damage that might be caused to the green by vehicles crossing. A written plan needs to be drawn up and public liability investigated. Mr. Fakes stated the materials need to be correct for the project. Mr. Aket stated he was pleased things are progressing but questioned if views of parishioners had been sought to ensure the majority would support the scheme.</p>	Working Party
	<p>3. Street lighting – updated costs received from SCC Quote received from SCC to upgrade 2 lights in Heath Road and 3 in Prospect Road and a new column in The Street for £7897.03 + VAT. The Council agreed to go ahead with the project so the Clerk will seek the advice of residents on the siting of the new lighting column. <small style="float: right;">Parish Councils Act 1957 S3; Highways Act 1980 s301</small></p>	Clerk
	<p>4. Prospect Road parking area Mid Suffolk had replied that this project would not be able to be considered at the current time due to funding. The Clerk questioned whether a CIL claim to pay for the work would be worth considering. Mr. Etchells-Butler felt this could be a project over 3 years, with the Council setting a budget each year. Mrs. Long agreed to contact MSDC to obtain their views on the Parish Council funding the work over a period of time.</p>	Mrs. Long
	<p>5. Additional Speed cameras Mr. Lenko has been looking at solar power speed cameras and suggested purchase of 2 – one at Woolpit end of village and one at the Ixworth end. The cost will be £3300 but he has agreement for £2000 funding from the District councillor locality budget. Highways have agreed to the signs being put up. Mr. Etchells-Butler proposed to go ahead and Mr. Fakes seconded, but questioned whether 2 signs would be enough. <small style="float: right;">Highways Act 1980 s.274A</small></p>	Mr. Lenko
	<p>6. Water to allotments Mr. Etchells-Butler stated the water board's quote for connection only was £1173, but he said piping, labour and tap would be required. Mr. Walton offered to do the additional work at cost and commented that some allotments holders are making several journeys a day to take water. Mr. Aket asked about usage and how it would be paid for. Mr. Etchells-Butler stated some allotment holders would probably not wish to join so it will be necessary to work out a fair distribution of cost amongst those taking part, perhaps through a water meter. The Council approved in principle to fund this. The Clerk stated she would need to take this matter to the Charity Trustees who manage the allotments. <small style="float: right;">Small Holding & Allotments Act 1908, ss23,25</small></p>	Clerk
	<p>7. Car Park entrance – quotes awaited.</p>	Clerk

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	<p>8. Monkey bars for Prospect Road Mrs. Long outlined the 3 quotes received – Playdale, Wicksted and Mortimer. She recommended that the Council accept the quote from Mortimer Contracts as the previous installation of the slide had been to a high standard. Councillors agreed to order the Bars, the cost of which will be £2500 and the Clerk will place the order. LGA(miscellaneous Provisions)1976 s19</p>	Clerk to order
	<p>9. Sign for “Norton” on the approach to the A1088 on the Thurston Road. Mr. Lenko stated the sign could be sited just before the Give Way sign on the Thurston Road. He has ordered the sign and has permission from Highways and the landowner. Highways Act 1980 s.274A</p>	Mr. Lenko
10.	PLAY AREAS	
	<p>a) Play area adjacent to Village Hall. Mr. Lenko stated the equipment is fine. The bark has recently been topped up.</p>	
	<p>b) Play area in Prospect Road. Mrs. Long stated the area was fine and equipment well used by the children. The bark has recently been topped up, but the rubbish bin remains full. The Clerk will contact MSDC.</p>	Clerk
11.	CORRESPONDENCE	
	<p>1. Babergh/Mid Suffolk consultation draft housing land supply statements. Emailed to all Councillors – contents noted.</p>	
	<p>2. Suffolk County Council (District of Mid Suffolk) (Stopping, Waiting and Loading Prohibitions and Restrictions and On-Street Parking Places) (Map-Based) Order 2019 (School Entrance Markings) (Variation No. 4) Order 2020 - Emailed to all Councillors – contents noted.</p>	
	<p>3. Regulation 16 Adoption Letter for the Sustainability Appraisal Post-Adoption statement for the Suffolk Minerals and Waste Local Plan. Emailed to all Councillors – contents noted.</p>	
	<p>4. Mid Suffolk area forum will be taking place online on Thursday 17 September. Emailed to all Councillors – contents noted.</p>	
	<p>5. The Charity Commission for England and Wales Annual Public Meeting 2020. Information emailed to all Councillors – contents noted.</p>	
	<p>6. Norton’s environment Mrs. Williams had emailed the Chairman about environment improvements. The Clerk was asked to write to her and ask for her ideas in detail of how this could be achieved.</p>	Clerk

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7.	<p>Road Closures</p> <p>The Council felt they needed to be notified in advance of road closures. There have been numerous times when the Ashfield Road has been closed to traffic. It was mentioned that boards are put up to notify of closures and Mrs. Storey stated in her report that SCC use a website to notify about particular areas, village or other designations, giving information on who, why, when and diversions. https://one.network/. The Clerk was asked to write to Highways asking for information to be sent to the Council</p>	Clerk
	11.8 Clerks and Councils Direct publication	
12.	<p>Questions and Comments from Members and suggestions for next Zoom meeting.</p>	
12.1	The Clerk asked about the Remembrance Day arrangements. This will probably not take place but Mr. Etchells-Butler liaise with Revd. Valentine.	Mr. Etchells-Butler
12.2	Mr. Aket enquired whether the Council could have socially distance meetings due to the problems of Zoom and participants not understanding the technology. The Clerk reminded that Council meetings are open to the public so social distancing could be a problem. NALC and SALC still recommend meetings via Zoom.	
13.	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed - none to be transacted	
14.	<p>To confirm the date of future meetings:</p> <p>14.1 5th October 2020 –full Council Meeting – via zoom –commencing at 7.30pm</p>	
15.	Close of the Meeting - there being no other business the meeting was closed at 21.05	

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