

NORTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 2nd NOVEMBER 2020

MINUTES of the MEETING held on Monday 2nd November 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. J. Morgan

Mrs. J. Rowland (Clerk)

LGA 1972 s12 para 40

District Councillor H. Richardson

District Councillor Wendy Turner

County Councillor Jane Storey

Three members of the public.

APOLOGIES: Apologies for absence were received from Mr. Sadler.

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

The Chairman welcomed Mr. Morgan as newly coopted Councillor.

1.	OPENING The Chairman opened the meeting advising all of the Video Protocol for Councillors to raise a hand to face level if they wished to speak and wait to be recognized by the Chair and avoid speaking over each other and the Chair.	
2.	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. None. 2.2 To receive declarations of lobbying for planning matters on the agenda – none 2.3 To receive requests for dispensations – none	
3.	PUBLIC FORUM –to receive reports for information • Members of the public–to receive questions and matters of concern from those in attendance –none received. • Members of the public – to receive comments submitted via email – none received	

So approved at the meeting of 07.12.20 with agreement for minutes to be signed by the Chairman away from the meeting.

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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 Councillor Storey stated SCC would not be issuing free school meal vouchers at the moment as money had been allocated to other organisations to provide help where required. She hoped they might reconsider and possibly be pro-active during the Christmas Break. Mr. Aket questioned the figures in her report, commenting the receipt from Central Government and actual spend, left money available, and asked what this was to be used for or allocated to. She stated the £800K came from other pots available to the District, CC and police and crime commissioner who put into the public sector leaders fund, not from Central Government. She stated the outstanding amount had gone to other charities and to set up the hardship phone line. •Report from District Councillors Harry Richardson and Wendy Turner Councillor Richardson mentioned the Hawes Lane application and because of the controversy in the past it will go to committee probably early December. He stated the maximum road width would not be compliant with the rural road design guide so this will be checked with Highways. Mr. Aket questioned that the application for 20 houses had not been withdrawn so there appears to be two applications for the same site. Councillor Richardson stated the committee is aware of the other application and will likely take both applications together. He is aware that the applicant company is in liquidation and could cease to exist when applications are considered which will need clarifying with regard to planning. Councillor Turner’s report – noted. 	
5.	MINUTES	
	<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 Virtual Parish Council Monthly Meeting 5th October 2020 Agreed as a true and accurate record, and as such to be signed by the Chair outside of this meeting.</p>	
6.	MATTERS ARISING from Virtual Meeting on 5 th October 2020	

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1. Quiet Lane registration
Mr. Aket confirmed that he had requested registration of Hawes Lane, Church Lane, Heath Road, Low Road, Hunston Road, Halls Lane to be designated quiet lanes.
2. Remembrance Day
Due to the impending lockdown circumstances may change regarding the service at the Memorial and laying of wreath. Mr. Etchells-Butler is liaising with Revd. Valentine and will ensure new arrangements are put on the Norton Facebook page to inform all residents.
3. Trees planting in the village
The Clerk informed that Trees had been placed on the Action Plan but no further mention in minutes to purchase or distribute. After contact with some local farmers an area had been offered for indigenous species if the Council wished to plant trees. The Tree Officer at MSDC has been contacted, but no useful information given other than to search web sites. Contact has been made with a local farmer asking for suggestions of what trees and where to purchase. Mr. Walton commented that he knew areas where planting could take place near footpaths and road side with the landowners' permission and where trees could be purchased. He will forward sites and suppliers to the Clerk. Mr. Lenko felt the Council should allocate a budget for trees at the next meeting. Mr. Aket commented that many years ago small trees had been delivered to the Council and had been heeled in somewhere ready for use, but nothing had occurred. Councillor Richardson stated MSDC are due to discuss paying for communities to plant trees, but exact details are yet to be agreed so felt the Council could tap into this funding, but agreed to keep the Council updated.
4. Highways – A1088
Clerk confirmed an email had been sent to Highways to express concerns regarding crossing the A1088 particularly at school time – copies had been forwarded to County Councillor and local MP. Mrs. Storey informed she would contact the Highways team and suggest flashing lights at school times. Secretary to MP stated she is chasing a meeting requested last year between SCC and Councillors and has again put in another request for a meeting. Mrs. Storey commented about the history on this matter, but felt a crossing would not be viable from Highways, but felt flashing school light could be an option which would come under the speed and safety team and suggested that perhaps by end of December a decision from Highways would be forthcoming as to feasibility. She also stated that her Highways budget had money still to be spent so this could be tapped into.
- 6.5 Cooption
The Clerk stated she had sent a letter of invitation and paperwork to Mr. Nunn following his cooption at the last meeting but had not heard from him. Mr. Etchells-Butler stated he had spoken to Mr. Nunn who was now unable to accept. The Clerk stated the cooption would be on next month's agenda.
5. Parking in Prospect Road
Mrs. Long stated she has the press involved as a resident of the area and in a letter to MSDC asked for a site visit. She commented that the residents in this area are only asking for a suitable place to park cars, not have an unusable muddy green

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7.	PLANNING	
	<p>7.1 APPLICATION FOR PLANNING PERMISSION - DC/20/04616 Little Haugh Hall, Ixworth Road, Norton, Erection of 2no. detached buildings (Re-submission of DC/20/01784) The Council reaffirmed their rejection as previously: The Council rejected this application on the same grounds as previously stated, namely that it was considered the proposed scheme dwellings are too large for the site. The dwellings are sited close to a listed building. It would create another access onto the A1088 near the brow of a hill. If approved the Council requested an imposed condition for farm workers only.</p>	

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7.2 Planning Application

Land Off Hawes Lane DC/20/04429 - Application for Outline Planning Permission (some matters reserved, access to be considered). Town and Country Planning Act 1990 - Erection of 9 No dwellings and construction of vehicular access and pedestrian link.

Despite a change to this application the Council still felt their previous objections apply:

- **T10 – This is a small road. There is strong concern about increased traffic generated by the proposed properties on this small single carriage road. As there is no public footway along Hawes Lane and Heath Road the Council consider that further development in this area would present a serious risk to pedestrians. With additional family housing, and also during construction work, road safety issues exist for children and adults alike using Heath Road which has no footpath. It would have a detrimental effect on the amenity of the area by means of additional traffic generation and safety. The suggested provision of additional passing places would have no safety benefit to pedestrians or vehicles using the Lane.**
- **T10 – The single carriage road is very narrow and there is a lack of road width which would not allow access by emergency vehicles, particularly fire service vehicles. It is also believed that the maximum road width falls short of the rural road design guide minimum requirement.**
- **A1088 – The junction of Heath Road joining the A1088 has been the subject of several near miss accidents. Visibility of vehicles coming from Ixworth is poor and with additional vehicles and construction vehicles using Heath Road this gives rise to concern for safety reasons. (Policy T10). Increased development in Thurston, Elmswell and Woolpit and the recent smaller developments in the adjoining village of Tostock have also created much more traffic at the crossroads with the A1088.**
- **T10 – the proposed pedestrian link to the A1088 and main village exits directly on to the A1088 with no pavement which is a pedestrian danger to oncoming traffic. It is opposite a bus stop and does not allow full visibility of vehicles travelling South from the Ixworth direction, which would present a danger to pedestrians attempting to cross the A1088, particularly any children having to cross the road twice a day for the school.**
- **SC1 - Physical Infrastructure – it is questioned whether drainage and sewerage systems in this area would be sufficient to cope with additional properties. The local school (which is already at near maximum capacity) and the local Health Centre would not cope with the additional workload. There is currently a number of sites with approved application so this site would result in a large number of proposed new houses for the village, which the Council feel the infrastructure could not deal with.**
- **The indicative layout of the proposal clearly lends itself to future applications.**
- **The Council is concerned about the proximity of the proposed development to the Wildlife Nature Reserve and the impact additional houses and vehicles would have on this protected area. Bearing in mind**

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	<p>7.3 PLANNING APPROVED Rookery Farm, Ashfield Road, Norton for Construction of first floor apartment within existing stable building, DC/20/03318</p> <p>7.3 LISTED BUILDING CONSENT GRANTED Manor Lodge, Ashfield Road, Norton - 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. DC/20/01915</p>																							
8.	FINANCIAL MATTERS																							
	<p>8.1 To approve the accounts awaiting payment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Street Cleaner £128.00 cheque no 022282</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>Clerk's salary £140.10 cheque no 022283</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>HMRC £67.00, cheque no 022284</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>Mortimer Contracts balance of monkey bars, £1200.00 cheque no 022285</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;"><small>LGA(miscellaneous Provisions)1976 s19</small></td> </tr> <tr> <td>Harry Stebbing Workshop, Norton signs, £331.20 cheque no 022286</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;"><small>Road Traffic Regulation Act 1984 s72(1)</small></td> </tr> <tr> <td>PKF Littlejohn, external audit, £240.00 cheque no 022287</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>Alan Taylor, plants, £35.70 cheque no 022288</td> <td style="text-align: right;">LGA1972 s112</td> </tr> <tr> <td>British Legion, poppy wreath, £35.00 cheque no 022289</td> <td style="text-align: right;">LGA 1972 s1388</td> </tr> <tr> <td>Citizens Advice Mid Suffolk £50.00 cheque no 022290</td> <td style="text-align: right;">LGA1972 s137</td> </tr> </table>	Street Cleaner £128.00 cheque no 022282	LGA1972 s112	Clerk's salary £140.10 cheque no 022283	LGA1972 s112	HMRC £67.00, cheque no 022284	LGA1972 s112	Mortimer Contracts balance of monkey bars, £1200.00 cheque no 022285			<small>LGA(miscellaneous Provisions)1976 s19</small>	Harry Stebbing Workshop, Norton signs, £331.20 cheque no 022286			<small>Road Traffic Regulation Act 1984 s72(1)</small>	PKF Littlejohn, external audit, £240.00 cheque no 022287	LGA1972 s112	Alan Taylor, plants, £35.70 cheque no 022288	LGA1972 s112	British Legion, poppy wreath, £35.00 cheque no 022289	LGA 1972 s1388	Citizens Advice Mid Suffolk £50.00 cheque no 022290	LGA1972 s137	
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	<p>8.2 To receive External Auditor Report and Certificate 2019/20 Section 3 AGAR and Conclusion of Audit for publication. The Council received and approved the Auditor Report and conclusion of audit. Mr. Aket offered thanks to the Clerk for the work involved in preparing for the audit process to run smoothly.</p>																							
	<p>8.3 To confirm receipt of CIL payment to October 2020 The Clerk confirmed receipt of CIL payment for £10,052.05</p>																							
	<p>8.4 To receive budget to 30.10.20 and to note budget amendment showing additional CIL income. Councillors received, noted and accepted the amended budget and statement forwarded by the Clerk.</p>																							
	<p>8.5 To Confirm clerk as RFO for 20-21 The Council formally approved the Clerk as RFO for the year 2020-2021.</p>																							
	<p>8.6 Car park entrance quotes Two quotes received (£3895 and £1442) and a further awaited.</p>	Clerk																						
	<p>8.7 Request from CAB for donation towards running costs. Mr. Aket proposed a donation of £50, Mr. Lenko seconded with all Councillors in agreement.</p>																							
9.	CIL PROJECTS																							

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	<p>1. Train update Mr. Lenko stated the COVID situation has currently put this on hold, but many people have helped with giving him advice. Currently there are two engines, track and a driver, but the project needs a track bed, sleepers, points, turntable and insurance. Track bed with suitable hogging would probably cost £18 per ton meaning an expense of £400-500 on the base with hogging and gravel. 8-9 Sleepers per meter would be needed costing around £1200-£1500. As there are no points the existing plan cannot be used, and also no turntable - both items are quite expensive. He felt perhaps a straight track of 100m with a single station at each end, so the engines can reverse. This would reduce the amount of fencing and all the spoils from the track bed could be put at the far corner to create a wild area. Mr. Lenko stated this project was far more complex than first imagined and felt perhaps sponsorship would be needed to take it forward. He agreed to present an update at the next meeting. Councillor Richardson commented that his locality budget could possibly contribute next financial year.</p>	
	<p>2. Village Sign Mr. Lenkos stated the sign is ready and he is arranging delivery. Mr. Cracknell has agreed to fix the sign in situ.</p>	
	<p>9.3 Street lighting The Clerk stated the order for the upgrades and new column had been placed. Light 38 missing in Ashfield Road has now been returned and working, but light 37 is still missing. Councillors agreed to order the replacement as an upgrade.</p>	Clerk
	<p>3. Additional Speed cameras Mr. Lenko stated Councillor Richardson has agreed an allocation of £2000 from his locality budget, and Councillor Turner has agreed an allocation of £2000 from her locality budget. This will virtually cover 2 cameras, and possibly a third could be purchased. Siting of the poles is required to be agreed with Highways. Mr. Etchells-Butler thanked Mr Lenko for his work on this project. Mr. Etchells-Butler stated there are now working speed watch teams, but due to the impending lockdown this is currently on hold.</p>	Mr. Lenko
	<p>4. Water to allotments The Clerk stated this item is still under review by the Trustees. However, she has spoken to 5 allotment holders in various parts of the Country. On recommendation, she has also contacted a drilling company who have agreed to do a FOC test bore hole. If this is a viable option, then after the initial cost to install there would be no further cost to allotment holders.</p>	Clerk
10.	PLAY AREAS	
	<p>10.1 Play area adjacent to Village Hall Mr. Lenko reported no problem with the play equipment and will top up the hand sanitizer.</p>	

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	2. Play area in Prospect Road Mrs. Long reported no problem with the play equipment and she keeps the hand sanitizer topped up.	
11.	CORRESPONDENCE	
	1. Suffolk Constabulary and the Police and Crime Commissioner, finding ways to tackle anti-social behavior - Zoom meetings, 12 November – Noted 2. The Suffolk Community Foundation invitation to town and parish councils and meetings to join for a special celebration of the heroes of Suffolk’s voluntary sector on 11 th November at 2pm. Details noted. 3. Planning White Paper – NALC response – noted.	
12.	Questions and Comments from Members and suggestions for next Zoom meeting.	
	12.1 Mrs. Long commented on the verges being destroyed along Ashfield Road particularly near the development site. Councillor Storey felt this may come under Highways and could be reported on their reporting page, or it could be the Developers. Mr. Morgan agreed to speak to the site manager about the verges. Councillor Richardson stated it could be a planning enforcement issue so asked to be kept updated.	Clerk Mr. Morgan
	12.2 Mr. Aket stated he has tentatively spoken to the School Governors regarding Pre-school being integrated into the school. Currently both the breakfast club and after school club are held in the school	
	12.3 Mr. Taylor stated Great Ashfield neighborhood watch have permanent signs up so wondered if this could be something for the Council to consider for Norton.	
	12.4 Mr Taylor commented on the weeds at the narrow part of the footpath along Woolpit Road reducing the width. The Clerk stated she had strimmed the area, and Mrs. Mathieson agreed to trim the verge back when the hedge is next cut.	
	12.5 Mrs. Walton commented on the CIL money being used for the train. Mr. Etchells-Butler confirmed the only Council money to be used for the train would be for the fence.	
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.	To confirm the date of next meetings a) 7 th December 2020 –full Council Meeting –via zoom –commencing at 7.30pm	
15.	Close of the Meeting - there being no other business the meeting was closed at 20.38	

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