

NORTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 6TH SEPTEMBER 2021

PRESENT :

In the chair: Mr. D. Etchells-Butler,

Mr. B. Aket, Mr. R. Lenko, Mr. J. Morgan, Mr. A. Sedgwick, Mrs. J. Tottie, Mr. G. Walton.

Mrs. J. Rowland (Clerk)

LGA 1972 s12 para 40

District Councillor Wendy Turner

County Councillor A. Mellen

Eleven 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.

District Councillor Harry Richardson

Village Hall presentation.

Mr. Jefferson, Chair of Management committee spoke on improvement and the upgrade project, planning, proposals and funding. Feedback from users had helped to develop the future plans and Fields in Trust encouraged increased use of the sports field. He mentioned the newly refurbished Wesley Hall coffee shop in Elmswell that attracts a large number of people and brings in an income to the village. Parents and outsiders travel to use the play area in Norton, so maybe a coffee shop here could provide income. He has spoken to other Halls and Councils about making better use of assets. There is demand for using the village hall with hirers currently having to be turned away. Planning has been approved for the upgrade but it has been difficult to get the various trades to submit quotes. A structural engineer has advised the Committee that the existing structure can be used when re-roofing the building. The Quantity Surveyor engaged for the project has suggested the total cost upwards of £700,000 plus VAT. The Committee has therefore considered a two-phase approach – phase one being roof, foyer and back extension, costing around £260,000. The Lottery has expressed an interest as have the Communities Team at Mid Suffolk. Having these funders on board would go a long way to applying and obtaining other funding. If this project is taken as 2 phases then it is likely to cost an additional 25%. He commented on the Public Works Loan obtainable over a 50-year period with 1.7-1.9% interest rate which has to come through the Parish Council and precept. With a loan of £500,000, this would mean £10,000 a year pay back over the 50-year period, which he felt the hall income could cover if the Council's income couldn't. Mr. Jefferson presented a 5-year income and expenditure chart for the hall showing income from fundraising and hire of hall. Mr. Etchells-Butler commented on the financial statement showing profit in some years but a loss in other years. Mrs. Walton explained the reason for this. Mr. Jefferson felt with an upgraded facility it would probably need people to run it as a going concern with a Manager on site. When asked about knocking down and building a new purpose built hall, it was felt previous funders would not be too happy having funded the various projects. Mr. Walton commented that the hall is owned by the Parish Council and leased to the Management Committee, so without any upgrade in insulation and improvement to the roof it will deteriorate over time. Mr. Etchells-Butler stated he was supportive of the scheme but asked for an up to date detailed market research plan and a detailed Business Plan which would be required for a Public Works Loan. It was commented that Market Research had not been possible due to COVID.

Although in principle the Council supported a PWL, Mr. Aket expressed reservations that a PWL would put the village in debt until 2072, which was a concern for future Councillors. As well as the loan pay back cost there would be continued maintenance of the building over the 50-year period, plus continuity of hall management, and guarantee of usage and cost of employing staff.

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Mr. Etchells-Butler thanked Mr. Jefferson for the presentation which would require careful consideration by the Council.

1.	The Chairman reminded Councillors of the protocol for the meetings to raise a hand and be invited to speak and not speak over others. He reminded the public that they have no right to speak during the meeting, unless it is deemed necessary and an invitation to speak is given.	
2.	Declarations of pecuniary and local non-pecuniary interests a)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 received. b)To receive declarations of lobbying for planning matters on the agenda – none received c)To receive requests for dispensations – none received	

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3. **PUBLIC FORUM**—to receive reports for information
- Members of the public—to receive questions and matters of concern from those in attendance

Mrs. Smith and Mr. Flannigan stated that when travelling on the 385 bus to Bury recently the driver had informed that the service was to stop even though well used by workers and school children. There had been no notification to users and she had therefore initiated a petition to reinstate it. There had been no reply to their contact from the bus company. She had contact the M.P.s for the area and the Bury Free Press. Mr. Etchells-Butler commented that when this had been raised to him he had contacted the District and County Councillors. The County Councillor agreed to check whether this was a subsidized C.C. bus or whether it had been withdrawn by the bus company as not being viable. It was also questioned if there was a driver shortage, but Mrs. Smith said this did not appear to be the case. Councillor Mellen agreed to follow this up with SCC to find out what was happening.

Mrs. Fogg stated she is very supportive of the speedwatch initiative but commented on the speedwatch/neighbourhood watch posters. She stated her full support for tackling speeding but felt the posters were too “big brother”. She stated she was unaware of the introduction of the posters. Mr. Sedgwick explained his background and stated he had taken on Neighbourhood Watch and was using social media to inform and share with residents and likewise residents are able to share their concerns. According to feedback this does appear to be working. He is in liaison with the Police but unfortunately, they are unable to roll out this type of sharing to the whole County, but they do monitor it. The poster encompasses neighbourhood watch and speedwatch in one and there had been a positive response to the poster when shared with the village. He commented that this poster layout is one widely used and can be found on the web as suggestion for use. The poster and information had been in the Messenger but he agreed to repeat this. He stated that the Council had purchased the posters but he was asking the public for a donation to Suffolk Accident Rescue Service, a charity with close ties and supported by the village. He confirmed he has the speed watch equipment and several volunteers, so he is submitting the application to the Police for training and then it will be up and running.

Dr. Mason had concerns about the state of Church Lane. He outlined the background to this lane leading to the Church and its legal status. He stated that in 41 years it has never been re-surfaced, just having potholes patched up at intervals and now parts of were in a very bad state and there is a flooding problem at the end which requires a re-drainage upgrade. There is a problem of road width not allowing two cars to pass. He stated there is also a safety issue for walkers along the road stepping into the potholes and sustaining injury. Councillor Mellen said he had followed this up from the last Council meeting, as had Mr. Lenko. The Clerk had also written to Highways. Highways had stated work would commence shortly. Mr. Lenko felt the Council should continue to pressure Highways, but currently their inspection is awaited. He also asked that the Council consider carrying out the drainage work if needed.

- Members of the public – to receive comments submitted via email.

Emails received from Tessa Mould and Mr. Bauer concerning speeding vehicles and lorries. Mr. Walton stated he had visited Mr Bauer and agreed the width of the path is a problem. Mr. Etchells-Butler commented that speedwatch has been taken on by Mr. Sedgwick and will be up and running very shortly and will target various areas in the village as allowed by the Police. Mr. Walton questioned whether the speed restriction

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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 Andy Mellen – contents noted. •Report from District Councillors Harry Richardson and Wendy Turner – both noted. <p>Mr. Morgan enquired about the approval permission for the Gateway 14, 2.45 million square foot business and logistics park, but only 3 acres of green space have been agreed in the drive for biodiversity and environment improvement. Councillor Turner agreed this was not enough.</p> <p>Mr. Aket enquired about the Afghan Refugee housing. Councillor Mellen stated this was to be discussed at his meeting next week. Councillor Turner said this item was on their agenda. Both Councils are looking to welcome the refugees and it is likely</p>	
5.	<p>MINUTES</p>	
	<p>To note and approve the minutes of the following meeting: (as previously circulated) Meeting held on 2nd August 2021 The Minutes were agreed and approved for signature by the Chairman</p>	
6.	<p>COOPTION</p>	
	<p>6.1 To consider cooption for the one vacancy on the Council. A member of the public stated his interest in joining the Council. He was asked to speak with the Chairman after the meeting so his name could be formally considered at the next meeting.</p>	
7.	<p>MATTERS ARISING</p>	
	<p>7.1 Sewer works in Ixworth Road. Reply from Anglian Water stated the blockage is just long term wear and tear of the secondary treatment (Bio Filters), absolutely nothing to do with loading or growth.</p> <p>The partial blockage is a combination of: airborne debris, bio mass (micro-organisms that treat sewage) and Filter media degradation.</p> <p>The works is compliant 95% of the time but not consistently enough to guarantee not to pollute the environment.</p> <p>Although growth in the catchment area has been noted, as Anglian Water are not statutory consultees they are not involved in any planning decisions. Because of this funding is only available to build extra capacity when the new loading is realised at the works. New developments, particularly large ones can take years to occupy so OFWAT don't fund to expand until the need is actually there.</p> <p>Anglian Water as guardians of the environment carry out our own "Urban Creep" measuring at Norton, to help populate the next Business Plan submission to lobby the government to fund growth.</p> <p>Arrangements have been made to start the access track repairs and ruts etc next week. MNC will be starting the filter blockage work second week of August.</p> <p>Tankering will still be in place at this point but everyone involved has been asked to keep large vehicle movements to an absolute minimum to minimise disruption for the local residents.</p>	

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<p>7.2 Web Site for PC. The Clerk had had an in-depth conversation with Paul, who set up the web site for the village hall. His main set up work is with community centres, sports centres, village halls, who require on line booking facilities. He could therefore do just the web site system without the booking facility. He stated the Council would be on the Bronze plan, there would be no set up fee, and the cost would be £165 a year, or £15 per month (one month free if paying yearly). This includes the domain name, and the hosting. Training to use is available online £200 or face to face £300 in London. Links could be added to village organisations on the page. As the existing web site has been reinstated this information could be used as a basis to set up the new website. Councillors agreed to ask for the new site to be set up.</p>	<p>Clerk</p>
<p>7.3 Meeting concerning road crossing on A1088. A meeting had taken place with County and District Councillors, a representative from Highways and Mr. Etchells-Butler to inspect the area around The Dog. It was very clear from the amount of traffic at that time that there is an issue. However, it was confirmed that the cost for a road crossing was likely to be £120,000. If a pedestrian refuge is used then the carriageway would need widening but there is a feasible site near the pub to change the pathway and the wide verge on the opposite side could be flattened. Councillor Mellen agreed to ask for and fund a light touch feasibility study. There may need to be liaison with the Pub concerning the land. The refuge would need to be about 2m wide. Mrs. Tottie commented that the other side of the road has no pathway, but it was stated that the grass verge could be widened and flattened. A refuge could help to slow the traffic. Mr. Sedgwick commented that the verge in winter would become muddy and unusable. He enquired about a traditional zebra crossing, but this could</p>	<p>Mr. Etchells-Butler</p>
<p>7.4 Resiting of litter bins from Play area. Mr. Lenko confirmed that Dan has this matter in hand.</p>	
<p>7.5 MSDC – Trees, hedges and wildflower planting for Parishes. The Clerk stated she had received an email from MSDC asking for more clarity and information on the siting of trees and hedges. They stated they cannot support where there is no public benefit, so private gardens and land where there is no public benefit would not be eligible. Support can be given if planting is along public footpaths and will enhance the area for walkers and wildlife. Other grants are available from The Woodland Trust or farm stewardship grants if there is no public access. The Clerk stated the original email stated free trees and hedgerow plants to all parishes, regardless of whether on Council, Parish, Church, or private land. The Clerk will reply to MSDC with more information.</p>	<p>Clerk</p>
<p>5. Platinum Jubilee – no current update.</p>	
<p>6. Update on Church Lane. – see conversation in Public Forum.</p>	

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	<p>8.7 AMENDMENTS APPROVED NON MATERIAL AMENDMENT TOWN AND COUNTRY PLANNING ACT 1990 The Old Forge, Ixworth Road, Norton, DC/21/04096 Non-Material Amendment sought following approval of planning permission DC/19/05754 dated: 11/03/2020 - Amendment of materials on Plots 2-4, Brickwork to be Maldon Antique, All Roof Tiles to be Old Hollow 451 Victorian Pantile, Render to be K Rend - Colour Sterling, Windows Grey Upvc Flush casements, French Doors Grey aluminium, Boarded Cladding to be Hardiplank colour Slate Grey, Fascias and bargeboards Grey upvc. Reduction in height of chimney to Plot 3 and alterations to fenestration on plot 2 and 3. - Noted</p>	
	<p>8.8 REFUSED Land South East of Southleigh, Ashfield Road, Norton, DC/21/02811 Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990 - Erection of 2No detached dwellings. Land to North of, Ashield Road, Norton - DC/21/03909 Application for Outline Planning Permission (Access to be considered) for the erection</p>	
	<p>HAWES LANE Mr. Aket enquired of any update on the appeal. Mr. Sedgwick stated there is nothing currently on the Government portal.</p>	
9.	<p>FINANCIAL MATTERS</p>	
	<p>9.1 To approve the accounts awaiting payment: Clerk's salary £147.29 Cheque no 522354 LGA1972 s112 HMRC £36.60 Cheque no 522355 LGA1972 s112 Norton Village Hall upkeep donation £2000 and WiFi for 2021 £316.80 - cheque</p>	
	<p>9.2 To receive budget statement. The Clerk commented that from the CIL income held she had vired £20,000 to play equipment, £500 to village hall and £500 to Platinum Jubilee budgets, and vired £300 from the contingency budget to the Village Hall. The Clerk also asked for approval to vire £7500 from CIL to traffic safety to cover the cost of the additional SIDs. Councillors approved these virements.</p>	
	<p>9.3 To receive and approve Internal Control report. Mr. Lenko commented that all appeared to be in order and he was pleased to sign the report. He commented that the Clerk requires a contract, and an increase in hours to be reviewed, particularly if the Web Site is taken on. He asked the Clerk to provide an outline of current hours with additional hours required. Mr. Walton commented on a shadow to learn the Clerk's commitments in case an emergency arises. The Clerk stated there are Clerks around that carry out the task as a fulltime job covering several Councils. Mr. Aket felt it was access to information that could be the problem.</p>	
	<p>9.4 To confirm recycle claim submitted for £671.76. The Clerk confirmed she had submitted a recycle claim for the period February – July 2021</p>	

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10.	NEIGHBOURHOOD WATCH/SPEEDWATCH – see comments in Public Forum	
11.	PLAY AREAS	
	11.1 Play area adjacent to Village Hall. Mr. Lenko stated the new piece of equipment is ordered and expected to be delivered week commencing 27 th September. Installation day has not yet been confirmed. The play area will be closed for one day for the work to be carried out, plus access to the village hall toilets would be required. Mr. Lenko agreed to laminate signs to inform users when he knows the exact date, plus add information to the Facebook page Mrs. Tottie asked about the metal fencing at the top of the field. It was confirmed that this is the property of Mr. Sadler and he will be approached to have it removed.	Mr. Lenko Mr. Etchells-Butler.
	11.2 Play area in Prospect Road. Dan has in hand the Basketball backboard.	
12	VILLAGE HALL UPDATE 12.1 Mr. Walton confirmed an increase in bookings, with a 7am booking for a fitness class. Mr. Aket commented on car parking for the school children, but Mr. Walton confirmed it would end at 8am, with another session at 9am.	
13.	CORRESPONDENCE	
	13.1 Update on Paper bank replacement – MSDC confirmed that a metal blue recycling bin would replace the Bolton bins. As they cannot weigh this bin each time collected, the recycling credit would be based on that raised over the past 3 years. This value is £76.97 and will be paid in two 6 monthly instalments over the year.	
	13.2 Suffolk Heritage Champion Awards – an invitation to nominate. Mr. Aket was suggested to be put forward for his work with the Pakenham Water Mill. The Clerk will investigate and submit.	Clerk
	13.3 MSDC Hackney Carriage, private hire operator, vehicle and driver policy consultation – received and noted.	
	13.4 Gambling Act 2005, statement of principles consultation – received and noted.	
	13.5 Babergh and Mid Suffolk Joint Local Plan Notice of Commencement of Examination Hearing (Regulation 24). The Hearing sessions to re-commence on Wednesday 22 nd September 2021 held as Virtual sessions on MS Teams. Noted	
	13.6 MSDC off street parking order 2021. Notice for Civil Parking Enforcement Order Noted	
	13.7 Babergh and Mid Suffolk District Council Parking Strategy Consultation – received and noted.	
	13.8 Festival of Suffolk - Invitation to Chair of council. As Mr. Aket has been the lead in the village celebrations for the Platinum Jubilee he agreed to join Lady Euston on her Zoom meeting on 28 th or 30 th September about the Festival	
	13.9 Suffolk energy-from-waste facility virtual tours 10 th & 11 th September – noted.	
14	Questions and Comments from Members and suggestions for next meeting.	

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	14.1 Mr. Walton commented on more local engagement from the Council as some people are unaware of who is on the Council. The Clerk confirmed the information is on the noticeboards as well as on the Website. Mr. Walton felt it would be advantageous to have photos of the Councillors on the Council list.	Next Agenda
	14.2 Mr. Walton enquired about help for all village organisations and a welcome pack to new residents to inform of what is available in the village. The Clerk stated she still had a copy of the original welcome pack produced many years ago, which may be a starting point for an up to date one.	Next Agenda
	14.3 Mr. Walton stated his interest in producing an educational wildlife area, working with landowners and the SWT. Mr. Sedgwick felt this could be a project to work on with the school to engage the children.	Next Agenda
	14.4 Mrs. Tottie commented that if the Council are successful in their application for an additional planter, this could be placed near the noticeboard in School Close.	
15.	To confirm the date of future meeting: 15.1 4 th October meeting 7.30 PC meeting. 15.2 The Clerk requested to change November meeting to 8 th November. This was agreed.	
15.	Close of the Meeting – There being no further business the meeting closed at 20.56	