

# Newton Flotman Parish Council Meeting

15 July 2025, Church Room, Newton Flotman, 7:30pm

Present: Paul Weeks (Chairman) Maria Hutson (Clerk)  
Drew Broad  
Bruce Turnbull  
Lesley Crump  
Karen Elliott  
Cate McNerny

District Councillor John Cook

- 1) To consider accepting apologies for absence  
Apologies accepted from Martin Brooks
- 2) To receive declarations of interest on items on the agenda and consider any requests for dispensations  
Drew Broad and Karen Elliott declared an interest in item 8b as they are on the Village Centre Committee. Drew Broad declared an interest in 8c as he is on the PCC. Paul Weeks and Bruce Turnbull declared an interest in item 8d as they are on the Public Participation Group. Paul Weeks and Drew Broad declared an interest in item 8e as they are on the Neighbourhood Plan Steering Group.
- 3) To approve and confirm minutes of the last full council meeting on 24 June 2025  
**These were agreed as a true record of proceedings with no amendments.**
- 4) Matters arising from previous minutes  
Village Fete – Board proofs circulated. To be printed at £23.75 plus VAT and delivery. Leaflets to be printed as soon as possible at £177 including VAT and delivery. Whats App group to be used for communication  
Armed Forces Covenant can not be traced, it was re-signed.  
The Gypsy and Traveller Policy and Procedure is being drafted and will be brought to the next meeting.
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports  
District Cllr John Cooks gave an update – He has been liaising with Alan Avenue Developers, Highways and planning enforcement; he has spoken with Richard Beech regarding the community orchard; He has put in a grant application with Richard Green for developing the play area; South Norfolk Council are still considering the future of South Norfolk House; Attended a meeting regarding the A140/Flordon Road junction – item 8a
- 6) To review any correspondence received (that is not already on the agenda) – **for information only**  
Alan Avenue development – issues raised by residents  
South Norfolk House update from Long Stratton Town Council  
Public consultation on draft South Norfolk Landscape Susceptibility in relation to energy generation, storage and transmission Supplementary Planning Document  
Norwich western link project update  
These were noted
- 7) Councillor updates (to hear reports from Councillors on any parish activity they have undertaken since the last meeting, and which is not on the agenda) – **for information only**

Signed

Date

The Town and Parish Council Forum was attended by Paul Weeks, Bruce Turnbull and Drew Broad. The Age Uk Age Friendly Town project was discussed and SNC will be contacted to express the Parish's interest in being involved in the Project

8) Regular Items – to receive any updates and to agree any necessary action in relation to:

a) Highway issues

A meeting has been attended regarding the A140/Flordon Road junction. There was a discussion on the different options. It was agreed that a combination of option 3 and 4; traffic lights and a bus lane. The priority is to improve the junction for easier egress to turn right to Long Stratton and ensure there is a significant pedestrian crossing. Clerk to pass these comments on to Transport Planner at Norfolk County Council

b) Newton Flotman Village Centre & Alan King Playing Field

A report was circulated.

c) Church activities

No update

d) Patient Participation Group

No update

e) Youth Club

The National Lottery Community Fund application will be submitted by the end of the month to cover the ongoing costs of the club for the next 2 years.

f) Neighbourhood Plan

The referendum is set for 4<sup>th</sup> September. A leaflet will be included in the next Partnership magazine encouraging residents to vote

g) Community Action Projects

Dog walking - see item 11a

Churchyard – initial investigations have begun

Ghost ponds – the ponds are not big enough for funding from Norfolk Wildlife Trust

Walks – outline ideas for routes have begun

9) Periodic items

a) To consider and review the following policies

(a) IT Policy

(b) Financial Regulations

(c) Freedom of Information Publication Scheme

These were all agreed

10) Finance

a) To note receipts and payments made since the last meeting

Unity Trust	Bank fees	£6.00
-------------	-----------	-------

b) To agree invoices for payment

Maria Hutson	Clerk salary and Expenses July	733.41
Pam Moyes	July Salary	43.82
HMRC	Month 4 PAYE	60.87
Norfolk Pension Fund	Pension Contribution July	202.02
Nurture	Village Centre grass cutting, June	399.72
Nurture	Village green grass cutting	521.34
YMCA Norfolk	Aug - Nov 2025	2,182.25
Printing for leaflets	Neighbourhood Plan	177.00

Signed

Date

These were agreed and will be authorised.

- c) To receive the 1<sup>st</sup> quarter accounts  
This was noted

11) Planning

- a) [2025/1054 | Change of use of land to dog walking/ activity field. Including the erection of 1.5 metre boundary fencing, hardstanding for 6 vehicles and erection of a field shelter | Land Adjacent To Zazarac Church Road Newton Flotman Norfolk](#)

It was agreed to support this application but with consideration for the height of the fence – it is 1.5m, other facilities are 2m

- b) To consider any planning applications that may be received after the publication of the agenda.  
None
- c) To note any planning decisions made  
None

- 12) To consider allowing a banner to be temporarily erected on the village green promoting the village fete  
It was agreed to allow a banner to be erected on the village green to promote the village fete

- 13) To note the date of the next meeting Parish Council Meeting – Tuesday 23<sup>rd</sup> September, Village Centre, 7:30pm

Meeting closed 21:16

Signed

Date