

Newton Flotman Parish Council Meeting
21 October 2025, Church Room, Newton Flotman, 7:30pm

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

1 member of the public

- 1) To consider accepting apologies for absence
None
- 2) To receive declarations of interest on items on the agenda and consider any requests for dispensations
Drew Broad, Martin Brooks and Karen Elliott declared an interest in item 8b and 11 as they are on the Village Centre Committee. Drew Broad declared an interest in 8c and 11 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 declared an interest in 11 as he is a member of NFAST
- 3) To approve and confirm minutes of the last full council meeting on 23 September 2025
These were agreed as a true record of proceedings with no amendments.
- 4) Matters arising from previous minutes
None
- 5) Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
None
- 6) To review any correspondence received (that is not already on the agenda) – **for information only**
East Pye Solar Farms
Norwich to Tilbury
Winter Pressure Grants
Norwich Western Link 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**
Paul Weeks and Drew Broad attended the recent Town and Parish Council Forum
- 8) Regular Items – to receive any updates and to agree any necessary action in relation to:
 - a) Highway issues
None
 - b) Newton Flotman Village Centre & Alan King Playing Field
None
 - c) Church activities including Christmas Carols

Signed

Date

The church have requested to use the bus shelter for Christmas Carols on the Green on 22nd December – this was agreed

d) Patient Participation Group

CPR session has been arranged on Thursday 23rd October in Long Stratton

e) Youth Club

Awaiting fees for next year from YMCA. National Lottery Grant secured for £18,342 towards the club over the next two years.

f) Community Action Projects

Discussion on next steps for bridge project. Costs and suppliers for signage, benches and planters to be investigated. Bruce, Cate and Martin to investigate costs for benches and planters. Karen, Drew and Lesley to explore walking routes in the village.

g) Alan Avenue Development

Nothing significant to report at the moment

h) Devolution and LGR

Paul Weeks gave an overview of the current timeline. County and District Council's have submitted their preferred plans with a Ministerial decision due in March 2026. Mayoral elections and delayed County elections scheduled for May 2026. Elections for the shadow unitary authority will follow in May 2027 with vesting day 1st April 2028.

9) To note graffiti on the bus shelter and consider action to be taken.

It was agreed to look to refurbish the shelter, possibly with a new mural protected with anti-graffiti paint. Dedication in shelter to be replaced. Costs and possible artists to be explored to be included in 2026-27 budget. Due to the nature of the graffiti agreed to report it to the police

10) Finance

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

Receipts

Allotments	Rent received	£420
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Payments made

Unity Bank	Service Charge	£6.00
Norse	Green Cutting	£399.72

These were noted

b) To agree invoices for payment

Maria Hutson	Clerk salary and Expenses Oct	£725.87
Pam Moyes	Oct Salary	£52.22
HMRC	Month 7 PAYE	68.92
Norfolk Pension Fund	Pension Contribution Oct	208.46
Nurture	Village Centre grass cutting, Sep	399.72
Minuteman	Neighbourhood Plan printing	£ 312.00

These were agreed and will be authorised.

Signed

Date

- c) To note the 2nd quarter accounts
This was noted

11) To review the 2026/27 grant applications

The following grants were received;

NFAST	£140
Partnership	£750
Churchyard Maintenance	£2500
Village Centre grass cutting	£4,237.05
Village Centre CCTV	£2,853.70

There was discussion on the merits of each application and how they would effect the budget. Final amounts to be confirmed as part of the grant setting process at the November meeting.

12) Planning

- a) To consider any planning applications that may be received after the publication of the agenda.

None

- b) To note any planning decisions made

None

13) To consider becoming an Age Friendly village with Age Concern and South Norfolk Council

It was decided not to pursue this at this time, clerk to inform South Norfolk Council

14) To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed

The meeting was closed to the public.

15) To consider undertaking a Job Evaluation of the Parish Clerk's role.

The proposed evaluation was agreed. Appraisal to be undertaken in November.

16) To note the date of the next meeting Parish Council Meeting – Tuesday 25th November, Village Centre, 7:30pm

Meeting closed at 21:29

Signed

Date