

Sutton Parish Council

Minutes of Sutton Parish Council meeting held at 7.00pm on Tuesday 14 March 2023 at Sutton Village Hall

Present Cllr R Cator, Cllr J Daulby (chair), Cllr L Daulby & Cllr C Makepeace L Nash (Clerk)& 4 members of the public

The meeting commenced at 7.00pm

- 1. Apologies** were received and approved for Cllr D Curtis and Cllr J Hunt
- 2. Declarations of Interest** for items and applications for dispensations **none**
- 3. The minutes** to the meeting on 14 February 2023 of the council. Council agreed and approved as an accurate account. The minutes were signed by the Chairman.

4.Reports

4.1 PC M Pritty- did not attend.

4.2 Cllr N Dixon- Advised the meeting that he had had sight of the first draft of the Safety Survey with Duncan Baker MP. They were not satisfied and had sought some clarification or inclusion. Cllr Dixon will keep us updated. Cllr J Daulby asked Cllr Dixon for his comments on the issues relating to the Camaras on the 149 to which he had still not had his complaint resolved. Cllr Daulby advised he had tried to get information from PC Pritty although it has been difficult to get a response from him. Cllr Dixon advised that the Chief Constable of Norfolk Constabulary had advised that he could not commit the time of local PCs to attendance at community meetings. The Council was disappointed as recent SNAP communications had indicated the opposite. Cllr Dixon advised Cllr Daulby he should continue to pursue his complaint for answers. Cllr Dixon was pleased to announce funding had been agreed for St Michaels Church kitchen and a major refurbishment for the Baptist Chapel. Cllr Dixon provided details of the successful Sutton RSCF bid. Addendum1. Actual details of the amount and timescales will be advised from or provided by NNDC shortly.

4.3 Cllr P Grove-Jones sent her apologies. As chair of North Norfolk District Council meeting Cllr Grove Jones is required to attending a civic reception at Oxnead Hall. She provided the following for information to note-NNDC set their precept at the last full council for 2023-4. This equates to a rise of £4.95 (Approx) per month, for band D. This is a necessary small rise to keep the council services intact, but it is an unfortunate time to raise council tax as so many people are feeling the pinch. Cllr Grove- Jones had no specific items to report at this time but is available should anyone wish to contact her.

4.4 Cllr M Taylor- sent his apologies and wished to remind everyone of the Jobs Fair taking place in Stalham on 17th. We have over 20 local employers and providers signed up to attend - please do ensure that all Cllr's know they are very welcome to attend - it will be a good chance to meet local businesses.

5 Public Participation Session

The resident who made the email enquiry detailed at 6.1 was able to attend the meeting and presented the item himself. Access to the road from the resident's drive lacks clear visibility because of a neighbouring hedge at the corner. This danger is regularly increased by speeding traffic. The resident asked if the parish council were able to help or advise. The council advised they were not able to formally assist but suggested in the first instance they make contact with neighbours where they may be able to assist with siting a mirror or hedge cutting. If the hedge was part of a verge, they should contact NNDC in the first instance. The clerk would also advise the lead contact of Sutton Speed Watch to find out what help may be available.

6 Speeding through the Village of Sutton

6.1 resident enquiry road safety at Hickling Road junction Clerk to advise lead officer(see item 5)

7. Road Safety Community Fund Bid Please see attached addendum 1 and item 4.1

8. Planning Matters- Council Noted

8.1 Planning Application **Withdrawal** PF/22/1871

Date: 23rd February 2023 Proposal: Change of use of garden land to dog walking paddock; creation of new parking area using existing access gates to Mill Road and erection of 1.8m fence.

9. Water Management Alliance and Land at Sutton Staithe and the IDB Lease

9.1 Clerk provided copies of the documents from the land registry enquiries (addendum 2) and from enquiries from Norfolk County Council Legal Orders department.(addendum 3) The meeting with WMA has been postponed.

10.Persistent Flooding Problem Staithe Road Sutton no items for decision.

11 Footpaths Verges and open spaces

11.1 Churchyard Grass Cutting Council considered agreed and approved under section 137 a request from St Michaels Church of £200 towards grass cutting.

11.2 Grass cutting at the Staithe. Council considered and approved a decision to contract again on the same basis the services of ABC Landscaping for grass cutting at the Staithe between March-October 2023

12 Sutton Staithe West Dyke Moorings

12.1 Dredging the West Dyke – Cllr J Daulby confirmed that the Broads Authority had dredged the whole of the West Dyke

13 The shingled area at the edge of the Staithe, to the right of the Boatyard and behind the Hotel car park.

13.1 The clerk has compiled an information pack of information from Land Registry, NCC & NNDC.(Addendum 2&3) Cllr Makepeace was able to advise the meeting that The Sutton Staithe Hotel was in principle agreeable to be involved in any future discussions the Parish Council may decide to initiate if practical efficient and inclusive.

14.

Correspondence sent via email to Councilors EC/resident enquiries not for publication RE/communication council decisions CD- NOTED	Date Sent/Rcd + code
-1 NNDC Ref: PF/22/1871 Date: 23 rd February 2023 Planning Application Withdrawn	27.2.23
-2 Parish Council Elections, Thursday 4 th May 2023 – Information on Voter ID and the nominations process	27.2.23
-3 Draft minutes February meeting	27.2.23
-4 Resident enquiry road safety at Hickling Road junction	27.2.23 RE
-5 Funding for Electric Vehicle Charging Points in Norfolk	3.3.23
-6 New County Deal for Norfolk – Find Out More & Have Your Say	4.3.23
-7 You're invited to New Deal for Norfolk (March 9, 2023)	8.3.23

15 Chairmans report

15.1 Coronation of King Charles III Cllr Daulby in a personal capacity is part of a Coronation weekend Events group for Sutton. Council was asked to consider discuss and approve(where appropriate) proposed events for Sutton during the Coronation weekend. Cllr Daulby proposed a section 137 payment of £1000 excl VAT towards a Hog Roast and £75 towards prizes for the childrens/young people's Art Competition. Cllr Cator seconded the motion, unanimously approved. Cllr Cator raised and championed providing for the children of Sutton commemorative Coronation medals. Following a discussion supporting Cllr Cator and evaluating the financial issues Mavis Smith indicated that subject to approval St Michaels Church will purchase and supply. Addendum 4 outlines some of the event details discussed.

16 Administration & Clerks report

16.1 Annual policy review. Council is asked to review, and approve for adoption the following policies;

16.1.1 Financial Regulations – council approved and adopted.

16.1.2 Standing Orders council approved and adopted.

16.1.3 Publication Scheme council approved and adopted.

16.1.4 Financial Risk Management Schedule approved and adopted.

16.1.5 Risk Management Schedule council approved and adopted.

16.2 Council is asked to consider the Internal Auditor for 2022/23 AGAR as Mrs S Hunt. Council agreed and approved.

16.3 Elections- Recruiting and Candidate responsibilities. Noted

16.4 Bottle Bank at the Staithe Council is asked to consider and review current contract. The clerk provided details of the bottle bank collection weights and costs. Council discussed and decided to delay any change for the time being.

16.5 Waste Collection Services at the Staithe. The Clerk to update is meeting with Angela Oconner of the Broads Authority on 19th April and will advise council of any opportunities of financial efficiency.

16.6: Funding for Electric Vehicle Charging Points in Norfolk Council is asked to consider and agree a way forward in principle .A discussion took place indicating pro and cons. Council agreed to seek more information with no commitment.

16.7 Payroll Services Council agreed and approved for Sutton to join the payroll service run by Norfolk ALC from 1.4.2023.

17. Finance all payments approved and agreed by Council

17.1 Payments for Approval	Amount
L Nash 28 Addl Hours	£557.20
L Nash stationary paper	£5.25
paper	£26.30
Ink	£28.50
Ink	£30.75
S Garry (Treasurer St Michael's Church)	£200
SLCC- The Essential Clerk (Book)	£52.30

17.2 Regular Payment Out	Date
Clerks Salary February	30.2.23

17.3 Receipts	Date
Slipway License	15.2.23

17.4 Bank reconciliations/Bank Statements- Noted

17.5 Budget Update- Noted

18. Resignation of Councillor R Frearson Council noted and accepted his resignation.

19. Any Other Business – Cllr Cator raised an item relating to safety in Sutton during the meeting. He asked that the relevant groups consider a feasibility study for a zebra crossing between the two bus stops.

20. In accordance with the Public Bodies (Admission to meetings) Act 1960 the meeting RESOLVED to exclude the press and public during the following items due to the confidential nature

20.1 Council discussed, approved, and agreed the contract and terms of Employment for the Parish Clerk/RFO wef. 1.4.2023 for Lynne Nash. The Chair to inform.

20.2 Future April 2024 and beyond Parish commitments at the Staithe. This item was deferred until a future meeting.

20.3 Submission from Sutton Staithe Boatyard(Mr R Frearson)Council was asked to note. Council noted the contents of the letter. With Mr Frearson permission council has delayed any response. The clerk has arranged a meeting with Mr Frearson on 19 April to take forward the discussions agreed by council in its February meeting.

The meeting closed at 10.10pm

20. Date of Next meeting - scheduled for 11 April 2023 at 7.00pm