

# Sutton Parish Council

## To: Members of Sutton Parish Council

You are duly requested to attend the Sutton Parish Council Meeting to be held at 7.00pm on Tuesday 14 March 2023 at Sutton Village Hall

J M Daulby

Chairman, Sutton Parish Council

[johndauly@aol.com](mailto:johndauly@aol.com)

*Lynne Nash*

Sutton Parish Clerk

[suttonclerk@gmail.com](mailto:suttonclerk@gmail.com)

## Public Attendance

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question to the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 10 minutes duration.

## AGENDA

1. **Apologies and approval of absences**
2. **Declarations of Interest**
3. **To approve as accurate minutes and amendments of the February 2023 meeting of the council**
4. **Reports** PC M Pritty  
Cllr N Dixon  
Cllr P Grove-Jones  
Cllr M Taylor
5. **Public Participation Session (10 minutes)-**
6. **Speeding through the Village of Sutton**  
6.1 resident enquiry road safety at Hickling Road junction
7. Road Safety Community Fund Bid No information received and no items for decision
8. **Planning Matters- Council to Note**  
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 to update council on land registry documents.**
10. Persistent Flooding Problem Staithe Road Sutton no items for decision.
11. **Footpaths Verges and open spaces**  
**11.1 Churchyard Grass Cutting** Council is asked to consider and approve under section 137 a request from St Michaels Church  
**11.2 Grass cutting at the Staithe.** Council is asked to consider and approve a decision for grass cutting at the Staithe.
12. **Sutton Staithe West Dyke Moorings**  
**12.1 Dredging the West Dyke – update from Cllr J Daulby**
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 provided by Land Registry, NCC & NNDC Council is asked to review and provide direction to the clerk

## 14. Correspondence sent via email to Councilors EC/resident enquiries not for publication RE/communication council decisions CD

Date Sent/Rcd + code

-1 NNDC Ref: PF/22/1871 Date: 23rd February 2023 Planning Application Withdrawn	27.2.23
-2 Parish Council Elections, Thursday 4th 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
<b>-5 Funding for Electric Vehicle Charging Points in Norfolk</b>	3.3.23
-6 New County Deal for Norfolk - Find Out More & Have Your Say	4.3.23
<b>-7 You're invited to New Deal for Norfolk (March 9, 2023)</b>	8.3.23

**15. Chairmans report**

**15.1 Coronation of King Charles III** Council is asked to consider discuss and approve proposed events for Sutton during the Coronation weekend.

**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

16.1.2 Standing Orders

16.1.3 Publication Scheme

16.1.4 Financial Risk Management Schedule

16.1.5 Risk Management Schedule

16.2 Internal Auditor for 2022/23 AGAR

16.3 Elections- Recruiting and Candidate responsibilities.

16.4 Bottle Bank at the Staithe Council is asked to consider and review current contract.

16.5 Waste Collection Services at the Staithe Clerk to update council on recent discussions with Broads Authority

16.6: Funding for Electric Vehicle Charging Points in Norfolk Council is asked to consider and agree a way forward in principle.

16.7 Payroll Services Council is asked to consider and approve Sutton to join a payroll service run by Norfolk ALC

**17. Finance**

17.1 Payments for Approval	Amount
L Nash Addl Hours	TBC
L Nash stationary paper	£5.25
Ink	£28.50
Ink	£30.75

17.2 Regular Payment Out	Date
Clerks Salary January	30.2.23

17.3 Receipts	Date
Slipway License	15.2.23

**17.4 Bank reconciliations/Bank Statements**

**17.5 Budget Update**

**18. Resignation of Councillor R Frearson** Council is asked to note and accept this resignation

**19. Any Other Business** – any items to be noted and included on the next agenda

**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 Revision/Changes of the Clerks terms of Employment.**

**20.2 Future April 2024 and beyond Parish commitments at the Staithe**

**20.3 Submission from Sutton Staithe Boatyard(Mr R Frearson)**

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