

# Sutton Parish Council

**Minutes** of the Sutton Parish Council Meeting held at 7.00pm on Tuesday 8 August 2023  
at Sutton Village Hall

**Present** Cllr D Curtis Cllr J Daulby(vice Chair) Cllr L Daulby(chairperson), Cllr J Hunt  
Cllr C Makepeace, L Nash Clerk and 9 members of the public

The meeting commenced at 7.00pm

## 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** None
2. **Declarations of Interest** None for this agenda
3. **To approve as accurate minutes** The minutes of the July 2023 meeting were agreed and approved as an accurate and true account unanimously by Council.
4. **Reports** Apologies were received, and no reports were presented.
5. **Public Participation Session** The public gallery advised there were no issues outside of the agenda and the Chair agreed the public could raise items in the order of the agenda.
6. Safety Report A149/A1551 update and action
7. **Planning Matters**  
Council is asked to 1. Supports the applications 2. Has no objection or comment. 3. Objects to the applications

7.1 NNDC Ref: PF/23/0670 **Noted**

Date: 12th July 2023

Planning Application Withdrawn

Proposal: Change of use of former chapel to create single dwelling incorporating 1st floor side extension

Location: Sutton Methodist Church, The Street, Sutton, Norfolk,

7.2NDC Ref: PF/23/1546 Contact: Matthew Attewell

Date: 27th July 2023

Planning Consultation

Sutton

Proposal: Conversion of barn to dwelling

Location: Sutton Hall, Hall Road, Sutton, Norwich, Norfolk, NR12 9RX

Dear Sir/Madam,

We have received the above application, details of which may be viewed on our website.

[https://idoxpa.north-](https://idoxpa.north-norfolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RY18IBLNM7200)

[norfolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RY18IBLNM7200](https://idoxpa.north-norfolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RY18IBLNM7200)

Four separate members of the public raised concerns about the application Some residents have already submitted comments to NNDC. Sutton is a rural village and residents already suffer the consequences of insufficient /outdated infrastructures. Several properties are suffering actual and reoccurring damage of both water and sewerage invasion. The agencies involved acknowledge the problem. Very recently the Parish council have been advised by a NNDC road safety review that the money is not available to implement a suitable and safe traffic management system. This is the third application to change the use of an existing outbuilding to become an individual habitable building. . However, this application is made by and in the interests of a business enterprise and this raises residents concerns about the longer-term plans for the site.

In addition, the application does not reference Highways site entrance requirements, make note of the trees on site or any survey for the potential contaminants on site that have been highlighted in previous applications. Sutton Parish Council approved and agreed as a consultee these comments should be sent to NNDC Planning department.

## 8. TG32307 Wayford Bridge – Waterproofing and Resurfacing Scheme.

Council is asked to note that the scheduled scheme has been delayed until 2024.

## 9. Allotments

9.1 Creating a community accessible space. Council discussed and all members supported these developments. Residents were encouraged to share their ideas.

10. **The Staithe and the Lease** Council discussed and commented on a proposed draft lease. Council indicated they wished to make more prominent the rights associated with the Village Green. With these changes the Clerk was asked seek approval in principle with the WMA. Prior to Councils approval of the final document.

11. **Administration & Clerks report** Council to discuss and approve

11.1 Community Action Norfolk £150p/a Council approved joining CAN following the clerk making some enquiries with other nearby parishes.

11.2 Parish Online £50-100 Council agreed the potential of joining Parish online. The clerk agreed to research the time/financial commitment required to load data useful to Sutton Parish Council

11.3 Metal Storage cabinet Millarwest in Norwich second hand/seconds.

The clerk requested a suitable fireproof cabinet to house SPC records. Council approved and agreed this purchase.

11.4 Additional Hours Council approved the additional hours submitted.

11.5 Norfolk Parishes Training and Support Council Agreed and Approved the subscription.

12 **Finance** Agreed and Approved

11.1 Payments for Approval	Amount
SLCC Norfolk	£ 110.00
Stalham Property Services	£1450.00
NNDC	£ 647.70
L Nash	£ 330.00
( Reimbursement -Supplies and equipment)	

11.2 Receipts	Amount
R H Holdings	£345
Mooring Fee (new License)	£284

## 11 Any Other Business –

**Slipway** The clerk discussed the on-going discussions with the Slipway Licensee. The clerk asked for Council to consider awarding a payment in respect of the outstanding key heading maintenance responsibilities of the council. The Council have not in recent years carried out maintenance. There has been several reasons related to the Licence Agreement that has prevented the maintenance being completed. Earlier this year council approved the Licence agreement should be rewritten. This is also agreed with the Licensee in principle. To reach a satisfactory final solution and confirm the Councils commitment council is asked to agree a reduced licence fee equal to £3040 already paid by the Licensee in respect of the current full year. Council discussed and agreed this solution. The clerk will present the item on next months agenda to formally approve.

**Gravel Hole** Council and residents discussed suitable ways to promote meaningful talks with the landowner without prejudice to the outcome on either side. The landowner currently maintains the land within the basic environmental/legal obligations. He currently allows public access. The landowner approached the June parish meeting as a springboard for ideas for the use of the land that would provide opportunity for both he as a landowner and Sutton as a community. The Parish council recognise that local consultation needs to be gathered further than attendance at parish meetings. The Council feels confident of the long standing and reported need for the church to have some additional land. Additionally, they are also aware of the consensus that the land opposite the gravel hole should ideally remain untouched.

Possible solutions to enable community input and a way forward could be Postal/electronic consultation with all Sutton residents. This could explore the potential opportunities that may be available or wished for within the community. Other suggestions are welcomed.

**History of Sutton Information Point located at the Staithe.** The need to update this local monument has often been discussed at Parish meetings. The council are willing to support financially the necessary updates and would welcome an offer by a member/s of the community interested in local history to present an informed plan to make this happen.

**14. Date of Next meeting** - scheduled for 12 September 2023 at 7.00pm