# **Norton Subcourse Parish Council**

# **Clerk: Christine Smith**

**26 Loddon Road, Norton Subcourse, Norwich, NR14 6RT**

## **Email: nortonsubpc@yahoo.co.uk Tel: 01508 548709**

## **MINUTES**

#### **of a Meeting of Norton Subcourse Parish Council**

#### **held at Norton Methodist Chapel**

#### **on Wednesday 15 November 2017**

**Present** – Cllrs Andrew Wright, Geoff Collen, Nigel White, Linda Edwards, Jim Rampling, Len Harper and Mike Hedley. Also present was Christine Smith (clerk) and District Councillor William Kemp (from 8:09pm)

**51. Welcome** – the Chairman welcomed those present

**52. Apologies** – County Councillor Margaret Stone’s apologies were accepted

**53. Declarations of interest** – none

**54. Previous Minutes** – the minutes of a meeting held on Wednesday 20 September 2017 were circulated, APPROVED and signed.

**55. Planning Decisions** – none

**56.** **Planning Applications** – 2017/2379 – Mr Matt Price, Church Cottage, Church Road, Norton Subcourse – proposed variation of condition 2 following planning application 2016/0345/F (replacement dwelling) – changes to plans and elevations. This application required a response before the meeting: the clerk was delegated authority to respond after consultation with the council - APPROVE

**57. Planning Correspondence** – none received

1. **Finance** – the following items were considered:
	* + 1. Payment of the clerk’s salary for the 3rd quarter 2017/18 was NOTED
			2. Payment of the PAYE on item ‘a’ was NOTED
			3. Payment of the clerk’s expenses of £30 (Broadband provision for October and November 2017 at £15.00 per month) was APPROVED
			4. It was NOTED that payment of PAYE to HMRC would no longer be accepted at the Post Office and would in the future have to be made through a bank. In future the cheques would be made payable to HMRC and not to the Post Office
			5. It was NOTED that CIL payment of £187.29 had been received. The council discussed plans for CIL receipts to date and it was AGREED that the clerk would make enquiries as to whether a refurbishment of the village sign and replacement of the parish council noticeboard would be appropriate projects for CIL receipts.

**The adjournment for public participation was not required**

1. **Risk Assessment** - the council’s Risk Assessment was reviewed, APPROVED and signed
2. **Chairman’s Report** – Cllr Andrew Wright reported that a telephone mast (for which planning had previously been granted) was being erected near the sewage works off New Road. He added that he had attended a meeting at Raveningham regarding the estate’s plans to provide Broadband improvements in the area.
3. **Councillors’ Reports** – Cllrs Linda Edwards and Mike Hedley reported that there would be a meeting of the Poor Marsh Charity to agree to the distribution of grants. Cllr Jim Rampling reported that he had received a letter on Emergency Planning from South Norfolk Council. Cllr Geoff Collen stated that a pothole in New Road, which had previously been reported, had still not been filled. He added that a fingerpost for Ferry Road on the B1136 was missing.
4. **District and County Councillors’** **Reports** – District Councillor William Kemp reported on Broadband grants. He added that the ward changes for South Norfolk Council had been passed and would be introduced soon. County Councillor Margaret Stone’s report was as circulated.

1. **Correspondence** – correspondence was NOTED
2. **Next Meeting** – the next scheduled meeting would be held on Wednesday 17th January 2018
3. **Close** – the meeting closed at 8:46pm

 Signed…………………………………

 Date……………………………………