# **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 18 July 2018**

**Present** – Cllrs Andrew Wright, Linda Edwards, Len Harper, Mike Hedley and Jim Rampling. Also present was Christine Smith (clerk) and District Councillor William Kemp

1. **Welcome** – the Chairman welcomed those present
2. **Apologies** – were received and accepted from Cllrs Geoff Collen, Nigel White and County Councillor Margaret Stone
3. **Declarations of interest** – None
4. **Previous Minutes** – the minutes of a meeting held on Wednesday 16 May 2018 were circulated, APPROVED and signed.
5. **Planning Decisions** –
   * + 1. 2018/0757 – Mr Bradley Thompson and Ms Sarah Barber, The Cottage, Croft Road, Norton Subcourse – proposed two-storey extension, front entrance porch, external rendering and changes to fenestration – APPROVED with conditions
6. **Planning Applications** – The following application required a response before the meeting; the clerk was delegated authority to respond with the council’s view after consultation:

### 2018/1215 – Mr Rob Fulcher, The Garage, The Street, Norton Subcourse – proposed single storey front extension – APPROVE

### C/7/2012/7017 – Quarry of Beacon Hill, Loddon Road, Norton Subcourse – Variation of Conditions 9 (dust scheme) and 11 (protection of existing trees) - APPROVE

1. **Planning Correspondence** – none received
2. **Finance** – the following items were considered:
   * + 1. Payment of the clerk’s expenses of £30 (Broadband provision June and July) was APPROVED
       2. It was AGREED that the following grants to local organisations would be made –

Norton Methodist Chapel £200

Parochial Church Council £100

Norton, Thurlton and Thorpe Village Hall £100

* + - 1. It was AGREED that an invoice from Thurlton Parish Council for £105.60 as a contribution towards the parish newsletter from June 2017 to June 2018 be paid

1. **CIL Purchase of Noticeboard** – The council considered the purchase of a parish council noticeboard using CIL receipts (brought forward from previous meeting). It was AGREED that the clerk would obtain permissions from South Norfolk Council to proceed with the purchase of a Breeze Rail Mounted External Notice Board from The Noticeboard Company at £409.00 plus VAT
2. **General Data Protection Regulation** –
   * 1. It was AGREED that the clerk would be appointed as Data Protection Officer for the council
     2. It was AGREED that the draft GDPR policy for Norton Subcourse Parish Council be adopted

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

**It was agreed that there would be a change in the order of the agenda**

1. **District and County Councillors Reports** – District Councillor William Kemp reported that South Norfolk Council/Broadland District Council joint working had been approved; this should provide both financial and strategic benefits.

County Councillor Margaret Stone’s report was as circulated.

**The meeting returned to the agenda order**

1. **Refurbishment of Directional Fingerpost** – It has been agreed at the previous meeting that Cllr Nigel White would progress a project to refurbish the fingerpost at the Low Road/New Road junction with the help of local volunteers. Cllr White had offered apologies for the meeting and no report had been received, so this matter would be carried forward to the next meeting. In the meantime, the chairman would attempt to remove the fingers and store them for safekeeping.
2. **Annual Risk Assessment** – The Council’s Annual Risk Assessment was reviewed and APPROVED
3. **Declarations of Interest** – The councillors were reminded of their responsibilities to ensure that their Declarations of Interest were up to date.
4. **Chairman’s Report** – Chairman Andrew Wright reported that

There were some new residents in the village

1. **Councillors’ Reports (for information only)** – Cllr Linda Edwards reported that the surface dressing chippings were loose, particularly on The Street, and were forming piles at the sides of the road.
2. **Correspondence** – correspondence, as previously circulated, was NOTED.
3. **Next Meeting** – the next scheduled meeting would be held on Wednesday 19th September 2018
4. **Close** – the meeting closed at 8.51pm

Signed…………………………………

Date……………………………………