# **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 17th July 2019**

**at 7:45pm**

**Present** – Cllrs Andrew Wright, Len Harper and Mike Hedley. Also present was Christine Smith (clerk), District Councillor Kay Mason Billig (from 8:30pm)

1. **Welcome** – the Chairman welcomed those present
2. **Apologies** – were received and accepted from Cllrs Nigel White, Geoff Collen and County Councillor Margaret Stone
3. **Co-option** – the council considered the applicant who had come forward to fill the vacancies on the parish council following the May elections. It was AGREED that Victoria Jenkins be co-opted.
4. **Declaration of Acceptance of Office** – the newly co-opted councillor signed her Declaration, witnessed by the clerk, and joined the council.
5. **Declarations of interest** – Cllr Wright declared that he had a non-pecuniary interest in agenda item 10 b (chapel trustee)
6. **Previous Minutes** – the minutes of a meeting held on Wednesday 15th May 2019 were circulated, APPROVED and signed.
7. **Planning Decisions** – none
8. **Planning Applications** – the following application required a response before the formal meeting. The clerk was delegated authority to respond with the council’s views after consultation:
9. 2019/1140 – Mr Maurice Middleton, 17 Loddon Road, Norton Subcourse – Erection of a single storey rear extension (retrospective) – the application was considered by all councillors and it was agreed that the council had NO OBJECTIONS to the application, but that the parish council was concerned to learn that the extension had already been completed without any consultation and was disappointed to discover that due process had not been followed.
10. **Planning Correspondence** – none
11. **Finance** – the following items were considered:
12. Payment of the clerk’s expenses of £30 (Broadband provision for June and July 2019 at £15.00 per month) and reimbursement for the purchase of a new accounts book for £13.68 – total £43.68 – was APPROVED
13. It was AGREED that the following grants be made to local organisations:

 Norton Methodist Chapel £200

 Parochial Church Council £100

 Norton, Thurlton and Thorpe Village Hall £100

 Norton, Thurlton and Thorpe Good Neighbour Scheme £100

1. It was AGREED that a payment of £76.80 as the contribution to Thurlton P.C. for the parish newsletter from July 2018 to April 2019, which had been provisionally approved at the previous meeting, would be RATIFIED
2. The Mandate Change Form to change the signatories on the council’s bank accounts, as agreed at the previous meeting, was completed and signed.
3. **Parish Magazine** – A proposal from Thurlton Parish Council to significantly increase the charges made to Norton Parish Council for contribution of a small amount of copy to the parish magazine was considered; this had been raised informally at the previous meeting. It was AGREED that the proposed increase was very high and that the newsletter would not be a cost-effective method of distributing information to parishioners. It was felt that social media and the parish council notice board could be used to share any information. The clerk would inform Thurlton Parish Council that Norton Subcourse Parish Council would no longer be contributing to the magazine.

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

1. **Risk Assessment** – The annual review of the council’s risk assessment took place. It was AGREED that the document would be signed and adopted.
2. **Declaration of Interests** – the clerk reminded councillors to update their Interests if necessary.
3. **Chairman’s Report** – the chairman reported that BESL had completed the work on the setback bank on the River Yare opposite Reedham.
4. **Councillors’ Reports** – no reports
5. **District and County Councillors Reports** – District Councillor Kay Mason Billig reported that South Norfolk Council was doing very well financially and was collaborating with Broadland District Council to save money and gain access to joint funding. The two councils were merging their team of officers and their websites to reduce costs.

No report was received from District Councillor Jeremy Rowe. County Councillor Margaret Stone’s report was as previously circulated.

1. **Correspondence** – correspondence, as previously circulated, was NOTED.
2. **Next Meeting** – the next scheduled meeting would be on Wednesday 18th September 2019
3. **Close** – the meeting closed at 8:50pm

Signed…………………………………

 Date……………………………………