

## NOWTON PARISH COUNCIL

Minutes of the Parish Council Meeting held 16<sup>th</sup> September 2020  
At 7.30 p.m. via Zoom/Conference Call

**Present:** Councillor - Mrs Carol Perry (Chairman)  
Councillor - Mr David Flatt  
Councillor - Mr Jon Green  
Councillor - Mr Mike May  
Parish Clerk - Mrs Pauline Stoddart

Prior to the meeting commencing, 10 Minute Public Forum – the Clerk had received no requests from parishioners for access details to the meeting.

Attendees: County Cllr. Karen Soons.

**Report from Cllr. Soons** – Cllr. Soons highlighted two points from her September report, which had been previously circulated. Firstly, the safe preparations being made on busses for pupils returning to school, Cllr. Soons advising that at present there were no spare seats for fare paying passengers, due to Covid-19 restrictions, but that there was some spare capacity for pupils. She urged Councillors, if they knew of any parents who still required transport to school for their children, to get in touch with her as soon as possible in order that she could look at all avenues to assist them. The Chairman was pleased to report that all children requiring bus transport to school from Nowton had managed to secure a seat. Cllr. Soons highlighted the second item from her report, the County Council's Free Cycling Sessions for Suffolk residents which was aimed at adults, families and children; the link for further details was included in Cllr. Soons' report. A third point which Cllr. Soons wished to highlight, not included in her report, was that the County Council did not at any point have issues with procuring PPE supplies for their Council owned or run care homes. Cllr. May asked if there was any update on Covid-19 testing; Cllr. Soons responded that there were testing centres in both Ipswich and Newmarket, but that she had no additional updates other than those being released by Government. The Chairman highlighted an issue from local television that evening, where it was reported that teaching assistants were being asked to take the place of teachers who were absent due to Covid-19. Cllr. May drew attention to the previously reported gravel on roads which he considered was a danger, particularly to cyclists, the crumbling road edges caused, he suggested, by heavy lorries transporting straw, and the 30MPH damaged signs in Cooper Lane, all of which had been reported to Highways; Cllr. Soons requested that Cllr. May email her details of the reference numbers. **Action: MM**  
Cllr. Soons advised that only mandatory signs were being replaced at the present time, finger point signs were not being replaced. The Chairman advised that there had been some fly-tipping, praising the West Suffolk Council for its excellent and speedy collection in this regard. Cllr. Soons completed her report by enquiring about the Victorian Post-box which had been recently stolen at High Green; Cllr. May had made all the necessary reports concerning this, however, no news at present was forthcoming. Cllr. Soons left the meeting and the Chairman, on behalf of the Council, thanked Cllr. Soons for her report, hard work and continued support.

**1. Apologies for Absence** – Cllr. Forrow.

**2. Declarations of Interest** – none.

**3. Approval of the draft Minutes from the Parish Council meeting held on 8<sup>th</sup> July 2020**  
– approved as a true and accurate record. Proposed by Councillor May, seconded by Councillor Green. The minutes would be signed by the Chairman when the Parish Council next physically met.

4. **Matters arising from the Minutes of 8<sup>th</sup> July meeting** – the Chairman reported that the correct notification procedure concerning Parishioners’ rights to examine the year-end accounts had been concluded.

5. **Finance** – Account balances: Community £231.10; Business Premium £6,699.86.  
Total: £6,930.96.

Three cheques were approved for signature:

100362 Clerk’s quarterly salary July/Aug/Sept.	£260.00
100363 HMRC Tax re Clerk’s salary	65.00
100364 Community Action Suffolk, Insurance	154.28

The Chairman requested a budget review for the next meeting. **Action: Clerk**

6. **Planning** - no planning applications had been received.

7. **Nowton Parish Council’s website:** Evaluation of website and Accessibility Statement – the Clerk reported that she had undertaken a scan of the website using Wave Accessibility software and that critical and contrast errors had been duly corrected. Utilising the One Suffolk template she had prepared an Accessibility Statement, a copy of which had been previously circulated, for inclusion on the website by the 23<sup>rd</sup> September 2020 to comply with Government legislation. Councillors approved the Accessibility Statement. **Action: Clerk**

8. **Road Safety, Crime/Public Nuisance** – issues under this agenda item had been previously discussed in Cllr. Soons presence. They included:

- Stolen Victorian Post-box from High Green; Cllr. May advised that a temporary replacement would not be installed.
- Destruction of road edges, thought to have been caused by lorries carrying straw.
- Two 30MPH signs in Cooper Lane, again thought to have been damaged by straw carrying lorries.
- Gravel on roads and junctions, which may be a particular danger to cyclists.
- Some fly-tipping, which had been speedily collected by the West Suffolk Council.
- A tree had fallen across a green lane bridle path, which had not yet been reported, but could still be passed by riders.

9. **Correspondence** – The Clerk reported that in addition to the various email correspondence, the Clerks & Councils Direct magazine had been received and she would deliver this to the Chairman for onwards circulation to Councillors. A letter and annual report had been received from SARS and this would be brought to the December meeting for consideration at the time of deciding the precept. **Action: Clerk**

9.1 The Chairman proposed that the Parish Council officially acknowledge the tremendous work undertaken by the late Miss Doris Wright, who had for many years been the Editor of The St. Edmund Way Benefice Newsletter which was distributed to every home in the Benefice, including all homes in Nowton, and had been the main means by which the Parish Council communicated with its Parishioners. The Clerk to draft a letter for the Chairman’s approval. **Action: Clerk/Chairman**

9.2 The Clerk suggested that the Council might consider producing or instigating a one-page newsletter for Nowton households; the Chairman advised that she would make contact with a parishioner who had expressed interest in becoming more involved in local matters. **Action: Chairman**

**10. Next Meeting Date – Wednesday 21<sup>st</sup> October 2020, 7.30 p.m. via Zoom or in the Village Hall, to be confirmed nearer the meeting date.**

*Future 2020 Meeting dates –*  
2<sup>nd</sup> December. All dates subject to change.

There being no further business to discuss, the meeting closed at 8 p.m.

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Signed

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Date