

# NOWTON PARISH COUNCIL

Minutes of the Parish Council Meeting held 8<sup>th</sup> July 2015  
at 7.30 p.m. in Nowton Village Hall, Nowton

**Present:** Councillor - Mrs Carol Perry (Chairman)  
Councillor - Mrs Renee Farrow  
Councillor - Mr David Flatt  
Councillor - Dr Jonathan Masters  
Councillor - Mr Mike May  
Parish Clerk - Mrs Pauline Stoddart

No members of the public were present.

1. **Apologies for absence** – None, all present.
2. **Declarations of Interest** – None.
3. **Minutes of the Annual Parish Council meeting held 20<sup>th</sup> May 2015** – a draft copy of the Minutes had been previously circulated. Proposed by Councillor May, seconded by Councillor Flatt as a true and accurate record, duly signed by the Chairman.
4. **Approval of the Summary of the Parish Council meeting** - a summary of the main points from the meeting of the 20<sup>th</sup> May had been previously circulated. These were approved and the Chairman would display a copy on the Parish Council Notice Board.
5. **Matters arising from the Minutes of the Annual Parish Council meeting, not already on the Agenda**

5.1 Councillors were disappointed that the resurfacing of Fox and Pin Lane had not yet been started and also that the road surface in Cooper Lane had not been repaired and were concerned that the protruding tree roots were a danger to road users. The Clerk was instructed to write to Guy Smith of the Highways Department, who was fully aware of the Parish Council's concerns following a site visit, to remind him of the urgency of these works.

5.2 The Chairman made Councillors aware of the letter that had been sent to the Clerk regarding statutory Pension Auto Enrolment. The Clerk confirmed that she did not wish the Parish Council to provide a pension scheme for her.

5.3 The Chairman confirmed that the year-end accounts had been studied by the Internal Auditor and the Clerk confirmed that the accounts had been sent to the External Auditors within the due time. The Chairman suggested a gift up to the value of £15 be purchased for the Internal Auditor as a token of the Parish Council's appreciation for his work; this was agreed.

6. **Minutes of the Annual Parish Meeting held 20<sup>th</sup> May 2015** – a draft copy of the Minutes had been previously circulated. Proposed by Councillor May, seconded by Councillor Flatt as a true and accurate record, duly signed by the Chairman.

7. **Matters arising from the Minutes of the Annual Parish Meeting, not already on the Agenda**

7.1 Councillor Flatt raised the question as to what to spend the funds accumulated for the purpose of the new footpath, now these were no longer required. The Chairman reminded Councillors that grants were being phased out and that these accumulated funds might be

needed in the future, and that in 2015-2016 the sum of £2,000 had been earmarked from reserves in order to reduce the Precept requirement. Councillors agreed, however, that if a suitable project was identified, funding could be looked at.

**8. Finance** – Deposit Account: £5,823.78 Current Account: £1,680.01 Total: £7,503.79

8.1 The following cheques were approved for payment and duly issued:

100259	Nowton Village Hall, as agreed at 9/12/2014 meeting	£500.00
100260	Pauline Stoddart, Clerk's quarterly salary Apr-June	£240.00
100261	HMRC, taxation re above	£60.00
100262	Nowton Village Hall, recycling payment	£374.14

**9. Planning** – The Chairman advised that the next public meeting concerning the proposed new housing development would take place on the 11<sup>th</sup> August at 2 pm at West Suffolk House; the Chairman would attend, all Councillors would be kept informed and one other Councillor could attend.

9.1 DC/15/0648/FUL – Planning Application for two buildings and surrounding fence to house dogs 8 am to 6 pm, Monday to Friday, at Nowton Nursery, Nowton Park, Suffolk. Whilst the full details of the application were not yet displayed on the SEBC website, the Chairman had obtained verbal details and the Clerk would check that these were accurate on the documents, when available. Councillors discussed the application, and providing there was provision for maximum numbers and all dogs remained on leads whilst in Nowton Park, Councillors had no objections to the application.

**10. Village Emergency Plan** – It was agreed that the Village Emergency Plan should be reviewed every two years and would be discussed at the next meeting in September.

**11. Nowton website** – The Chairman reported that she had been working on the development of a website, with the help of SALC, in order to comply with the new Transparency Code for Smaller Authorities, whereby agendas, minutes and financial details of Parish Councils must be displayed on a website; she confirmed that the website would be 'live' in due time to comply with the new regulations.

**12. Road Safety/Crime/Public Nuisances** – Councillor May reported fly tipping near the Pump Station, which had been reported to SEBC, had yet to be removed. Bark from a listed Oak tree, opposite the Church gate had been removed by vandals.

**10. Correspondence – to include any correspondence to hand at the time of the Meeting** – The Clerk reported that there was no correspondence of interest that had not already been discussed. Newsletters received since the last meeting would be circulated in the usual manner.

**11. Date of next meeting - Change of date to:** Wednesday 23<sup>rd</sup> September, 7.30 p.m.

Further meeting dates in 2015 - 28<sup>th</sup> October and 9<sup>th</sup> December.

There being no further business to discuss, the meeting was closed at 8.10 p.m.