

# NOWTON PARISH COUNCIL

Minutes of the Parish Council Meeting held 21<sup>st</sup> September 2016  
at 7.30 p.m. in Nowton Village Hall, Nowton

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

Borough & County Councillor Terry Clements plus six members of the public were present.

1. **Apologies for absence** – none, all present.

2. **Declarations of Interest** – None.

With the approval of the Parish Council, the Chairman adjourned the meeting to allow for representation and discussion by members of the public regarding the two Planning Applications on the Agenda. All members of the public left the meeting at the conclusion of these discussions.

3. **Approval of the draft Minutes of the Parish Council meeting held 6<sup>th</sup> July 2016** – draft copies of the Minutes had been previously circulated and were taken as read. Proposed by Councillor Green, seconded by Councillor Forrow, as a true and accurate record, duly signed by the Chairman.

4. **Matters arising from the Minutes of the meeting** – none.

5. **Finance – including balances of Accounts and approval of any invoices for payment -**  
Current Account: £1,464.32 Deposit Account: £5,826.52 = £7,290.84.

5.1 – 5.4 The following four payments were approved and cheques signed:

100281	Parish Clerk, quarterly salary, Jul-Sept	£240.00
100282	HMRC, re Clerk's salary	£60.00
100283	Parish Clerk, postage	£39.60
100284	Community Action Suffolk, web site fee	£60.00

5.5 Transparency Fund (£624 grant) re the purchase of a laptop for the Parish Council. Councillors considered additional quotes and agreed to purchase a Grade A refurbished PC laptop from Systems Support. It was agreed that a printer was not necessary at the present time as the Chairman was content to use her own. Additional warranty extension to three years would be requested. **Action: Clerk**

5.6 Notification of Conclusion of Audit – the Annual Return including certificate was approved and accepted. The Clerk advised that an issue arising from the report concerned the high level of reserves held; this was due to saving for a specific expenditure (footpath) that was consequently funded by SEBC. It was agreed that the utilisation of funds would be on the Agenda for the next meeting. **Action: Clerk**

6. **Village Emergency Plan** – the questionnaire had been delivered to all households, responses had been noted and the plan updated by the Chairman. The Clerk to produce 12 copies of the master file for Emergency Plan personnel, plus 70 copies of the Emergency Plan leaflet for parishioners. **Action: Clerk**

7. **Information Leaflet** – the Clerk to produce a draft of the updated Information Leaflet for approval by the Chairman, after which 70 copies to be printed. **Action: Clerk**

8. **Planning** – Councillors took into account earlier discussions and concluded as follows:

8.1 **DC/16/1810/VAR** – The Barn, Low Green Barn, Low Green, Nowton.  
*Planning Application – Variation of condition 10 of E/89/1085/P to allow working hours 0500 to 1830 hours, Monday to Saturday inclusive, no work to take place anytime on Bank Holidays or Sundays.*

Whilst the Parish Council was supportive of local innovative business, Councillors felt strongly that as a classified B1 building in a residential area, any variation on the B1 status would set a serious precedent.

Taking also into account the loss of amenity to residents – early morning noise, extended evening and Saturday working for workshops and the increased volume of traffic this would create, the decision of the Parish Council was to OBJECT to this application.

The Clerk was instructed to respond to SEBC accordingly. **Action: Clerk**

8.2 **DC/16/1451/FUL** – Ground Floor Office, Low Green Barn, Low Green, Nowton.  
*Planning Application – change of use of office (Class B1a) to Nursery (Class D1).*

Whilst the Parish Council is supportive of local innovative business, Councillors felt strongly that as a classified B1 building in a residential area, any variation on the B1 status would set a serious precedent.

Councillors considered the amount of parking space allocated was unrealistic for the number of staff and guardians dropping off and collecting children; temporary parking along the road would inevitably take place.

Loss of amenities to residents was also of concern, this included a Bridleway/Footpath which crosses the business unit parking space, noise of children when playing outside, the high impact of traffic at peak times on a road that is already used as a 'rat run', the volume of traffic driving into the business units past a cottage, the start time of 7 am but presumably staff would arrive before this time and there appears no application for variation of hours. Whilst the application appears to indicate the unit has mains drainage, there is none in the village; therefore, will a septic tank be sufficient? Councillors questioned whether the present condition of the unit makes it a suitable environment for a children's Nursery. The decision of the Parish Council was to OBJECT to this application.

The Clerk was instructed to respond to SEBC accordingly. **Action: Clerk**

8.3 Non contentious planning applications considered between meetings:

DC/16/1532/LB – works to walls and sole plate as listed on submitted Schedule of Works – 3 Low Green. No Objections.

DC/16/1527/HH – householder planning application, single story rear extension – 2 Shrub Hill Cottages, Bury Road. No Objections.

9. **Road Safety/Crime/Public Nuisances** – Councillor May reported that fly tipping was still a problem in Park Lane. Councillor May hoped to attend a meeting on the 19<sup>th</sup> October at which

the Chief Constable would be present. The Chairman reported that two potholes had been filled, but the surface to Fox & Pin Lane remained in what Councillors considered to be a dangerous condition; the Clerk was instructed to write again to the Highways Department concerning the condition of the road surface. **Action: Clerk**

**11. Correspondence – to include any correspondence to hand at the time of the Meeting –** Three publications which had been received by the Clerk were put in the mail envelope for Councillors to read at their leisure. The Chairman advised that the new telephone number for faults concerning Electricity was 105.

**12. Dates of Next Meeting – Wednesday 26<sup>th</sup> October 7.30 p.m.**

Further dates for 2016: 7 December.

There being no further business to discuss, the meeting was closed at 8.45 p.m.

Chairman: .....

Date: .....