

Sutton Parish Council



Minutes of the Sutton Parish Council Meeting held at 7.00pm on Tuesday 12 March 2024 at Sutton Village Hall

Present Cllr D Curtis, Cllr L Daulby(chairperson), Cllr J Daulby, Cllr C Makepeace, L Nash (Clerk) and 5 members of the public
The meeting commenced at 7.00pm

1. **Apologies**, were received and approved for Councillor Julie Hunt
2. **Declarations of Interest** none
3. **The minutes** of the Council, February 2024 meeting were approved as an accurate account of the meeting.
4. **Reports**
 - District Cllr K Bayes** reported that the complaint of birds and rats had now been passed to enforcement team who would be resolving the matter.
5. **Public Participation Session**

One member of the public raised on going concerns about speeding in Church Road. The Chair advised that a further meeting of the Joint Safety review group had taken place on 9 March 2024. The Chair was disappointed with the low attendance and the outcome did not look promising to secure assistance from NNDC. The Chairperson did agree that further Parish funding would be available for traffic calming measures and Council would be looking at the best options available. The attending Highways Officer was able to provide some suggestions that could be helpful. It was noted that unfortunately the Sutton Speed group had not been active due to the lack of available participation. The public and council discussed potential options.
6. **Planning Matters**
 - 6.1 Sutton Hall, Hall Road, Sutton Norwich Norfolk NR12 9RX**

Ref. No: HN/24/0206 | Notification of intention to erect a single storey extension to rear of dwelling projecting from the original rear wall by 8.0 metres, maximum height of 3.0 metres and eaves height of 3.0 metres.

6.1.1 Sutton Parish Council, we're not consulted on this application. however, due to the amount of local interest submitted comments in the public forum of the planning website.

6.2 Sutton Hall, Hall Road Sutton Norwich Norfolk NR12 9RX ref. No: IS2/24/0219 | Proposed change of use to holiday let and wedding/events venue

6.2.2 Sutton Parish Council was not consulted on this is a pre-planning application. As a pre-planning application, the portal does not accept comments. Therefore, comments relating to this preplanning application were included with the comments sent on item.6.1.1

In the light of changing details on the planning portal after this parish meeting the Clerk has contacted the planning officer for further details. He has advised that Sutton Parish Council will receive the opportunity to submit comments and the consultation period will be extended until the 11th of April 2024. The clerk notes that the 11th of April later changed to 17 April. As a result of the deadline the Chairperson agreed all interested residents should forward comments to the Parish Clerk by 9th April 2024
 - 6.3 Planning application No: **BA/2024/0042/FUL**

Proposal : Replace redundant garage with an engineering workshop
Address : Sutton Staithe Boatyard Ltd, Staithe Road, Sutton, Norfolk
Applicant : Mr Robert Frearson

6.3.1 Sutton Parish, Council, agreed and approved, no comment or objection.

7. Staithe Grass Cutting.

7.1 Council was asked to discuss and approve the attached annual Grass Cutting contract for the Staithe. Only one quotation is brought to your attention. Derek Wakeman has been and continues to be crucial in monitoring and supplying reactive services to overcome the problems we have and continue to have with fly tipping at the Staithe. This work continues because of numerous difficulties and the weather. It will be prudent to offer the contract this year to Derek as he will often be on site, and it provides the potential to reduce overall costs. Derek is also happy to provide the H&S monitoring needed to ensure the effectiveness of our Insurance Policy at the Staithe.

The Parish Council discussed, agreed, and approved the annual grass cutting contract for the Staithe would be offered to Stalham Property Services.

8. Slipway

8.1 **Survey and work required quotation** The Chairperson and the clerk attended a site meeting with DRE Marine and Civils, and Rob Frearson the Lessor of the Slipway. Unfortunately, the contractor at that time was unable to carry out a complete survey. The slipway and surrounding area was flooded. We were able to outline the property our requirements and quay areas. The contractor will revisit the site when he is able to access the quay area. The second contractor has been delayed because of personal reasons. The clerk will monitor the situation appropriately.

8.2 Annual revision of slipway licence.

The council discussed the annual increase for the slipway licence and approved with no objection an increase of 4.5% from 1 April 2024.

9. Correspondence from Sutton Staithe Boatyard.

9.1 Since the last meeting Sutton Staithe Boatyard has advised the Council in writing that they will be seeking registration of any land currently used as unauthorised parking. The matter was discussed last month when Council confirmed they did not own this land and its only interest was access to the slipway. An easement is in place on the title documents for that purpose. The council noted the correspondence from Sutton Staithe Boatyard.

10. Annual Review of Mooring Fees .

10.1 Council, discussed , and approved an increase 4.5% to mooring fees for April 2024- March 2025

11. Administration & Clerks report

11.1 **Annual Review of Council Policies.** Councillors reviewed all the policies included in the suttonparishcouncil.norfolkparishes.gov.uk website discussed and approved no changes.

11.2 A free official portrait of the King has been ordered.

11.3 Vandalism to SAM2 equipment Cllrs L Daulby and D Curtis are arranging repair.

11.4 Council agreed and approved a monthly standing order to Epsom Ready Print ink supply (300pages) The standing order currently is paid via the clerk's personal bank account. As the Parish do not have a debit card the reimbursement standing order will be to the Clerks personal account on or around the 26th of each month

11.5 Council agreed and approved a further standing orders to the clerk in respect of the Microsoft Office Subscription and the equipment payment from April 2024.

12. Finance-all payments agreed and approved

12.1 Payments for Approval	Amount
URM (recycling Nov 2023 final payment)	£43.20
Cllr J Hunt- reimbursement of flagpole lanyard	£21.16
L Nash reimbursement of Jan & Feb 2024 Epsom ready print SO	£20.00
L Nash Equipment(telephone &computer) Payment Dec-March	£160.00
L Nash reimbursement Microsoft office subscription April 23-March 24	£71.88
G A Tallowin & co (Hedge cutting Allotments)	£114.00

13. Any Other Business – any items to be noted and included on the next agenda.

14. Date of Next meeting - scheduled for 9 April 2024 at 7.00pm