

TROWSE with NEWTON PARISH COUNCIL
The Manor Rooms, The Street, Trowse, Norwich NR14 8ST
E-mail: trowsepc@yahoo.co.uk Tel: 07899798853

**Minutes of the meeting of Trowse with Newton Parish Council
held on Wednesday, 24 April 2019 at 6.15pm
in the Manor Rooms, The Street, Trowse**

Present:

	Cllr N Roberts – presiding	
Cllr R Herring	Cllr J Harrop	Cllr C Riseborough
Cllr F Sarson	Cllr H Smith	Cllr T Lewis
	Cllr J Peart	
Gina Lopes – Clerk to Trowse with Newton Parish Council – in attendance		
10 x public		

12018/138) Election of Chairman

On the motion of Cllr Sarson, seconded by Cllr Riseborough, it was **RESOLVED** to elect Cllr Roberts as Chairman for the meeting.

2018/139) Apologies for absence

All Councillors present.
Apologies noted from NCC Cllr Thomson.

2018/140) Declarations of interest

None received

2018/141) Exclusion of press & public

RESOLVED to exclude the press & public from the meeting under Public Bodies (Admission to meetings) Act 1960 s.1 given the sensitive nature of the business to be discussed

2018/142) Closed Churchyard

a) Tree management – There was a confidential discussion between members and representatives from St Andrew's Church.

On the motion of Cllr Roberts, seconded by Cllr Lewis, it was

RESOLVED no further work to be carried out in the churchyard until maintenance code of practice has been adopted.

Revd Braby offered to prepare a draft agreement for members' consideration.

Cllr Riseborough chaired this item at the request of Cllr Roberts. After this item Cllr Roberts returned to the Chair and the public were invited into the remainder of the meeting

2018/143) Highways

a) Vans in Whitlingham Lane –update – Cllr Lewis reported a meeting was held between Norfolk County Council and South Norfolk Council officers, Cllr Harrop and himself in February. Parking issues in the village were considered as funds were available; officers were to advise their proposals and agreed Whitlingham Lane

parking needed to be addressed. On chasing a response he received an email from South Norfolk Council who are considering parking in The Street and White Horse Lane but not Whitlingham Lane. Vehicles can be driven away, however, people have human rights but this needs to be examined. Cllr Lewis took to a higher level and had a response from James Sutterby who confirmed parking solutions were still on the agenda. There was discussion whether the vans were a highway hazard which needs to be moved. Cllr Lewis had contacted Whitlingham Lane and Newton Close residents and passed on suggestion to Norfolk County Council.

On the motion of Cllr Lewis, seconded by Cllr Riseborough, it was
RESOLVED NCC Cllr Thomson co-ordinate a meeting with all parties and the Police; the Clerk to contact both Norfolk County Council and South Norfolk Council and advise residents' complaints.

ACTION: CLERK

2018/144) Suspension of meeting for Public Participation

RESOLVED to suspend the meeting to invite members of the public to speak – see "Public Participation Notes" attached

2018/145) Minutes of the meeting held 25 March 2019

RESOLVED to approve the minutes of the meeting held on 25 March 2019 as a true and accurate record of the meeting, the minutes were duly signed by the Chairman

2018/146) Councillors' Reports

a) Parish Councillors – None received at this time

b) Elections - Election list was circulated by the Clerk and members were reminded of the need to complete the Declaration of Acceptance of Office form and Register of Interests once elected.

ACTION: ALL MEMBERS

2018/147) Planning matters

a) Applications received to date – None received at this time

b) Decision notices received to date – Noted for information

2019/0506 - Crown House Kirby Road- Works to trees in Conservation Area – No objections

2019/0299 - 33, 34 And Half Acre White Horse Lane - Change of use of land to form part of residential curtilages to Nos 33, 34 and Half Acre, White Horse Lane – Approve with conditions

BA/2018/0494/FUL – Whitlingham Outdoor Centre – Re-clad cabins.... - Approve with conditions

c) Planning correspondence – Noted for information

i) Norfolk Homes –

Work at Dell allotments – The Clerk confirmed she had met with Mr Richardson of Savills and his confirmation email was noted.

New Play equipment transfer of ownership – The Clerk confirmed the transfer document had been signed and returned to Norfolk Homes for completion.

ii) Broads Local Plan - Final – Noted

iii) Arminghall Application – Norfolk Homes have agreed to attend June meeting.

iv) Solar Farm – work is underway and all construction traffic will use farm track.

ACTION: CLERK

2018/148) Finance matters

a&b) Summary of receipts and payments & Statement of accounts – Deferred as bank statements not yet received

c&d) Cheque signatories & Management of bank account – No confirmation of change of signatories has yet been received from the bank

e) Appointment of the internal auditor –

On the motion of Cllr Herring, seconded by Cllr Sarson, it was

RESOLVED to appoint the internal auditor for the year end March 2019

ACTION: CLERK

2018/149) Closed Churchyard - Maintenance agreement and records

Cllr Smith confirmed she had now located several documents and these were to be retained for future reference. The Clerk advised she had searched through old documents and had now located several Minute books dating back to 1994. Mr Self had looked in the Manor Rooms store but had not found any parish council documents to-date.

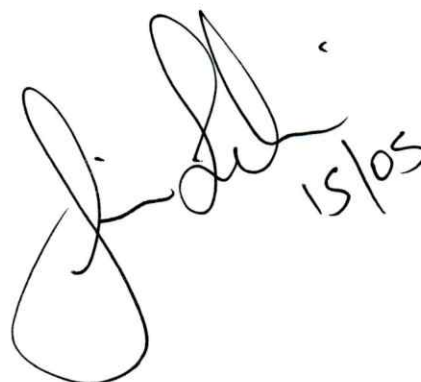
ACTION: CLERK

2018/150) Correspondence

a) Trowse Primary School Summer fete – raffle and stall request – Deferred to next meeting

2018/151) Urgent business – None

Meeting closed at 7.20pm

A large, stylized handwritten signature in black ink, followed by the date '15/05' written in a similar style.A small, stylized handwritten mark or signature in black ink.