

# NORTON PARISH COUNCIL

Clerk: Mrs P Clarke  
e-mail: nortoncouncil@gmail.com

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## **Minutes of the meeting of the Annual Council Meeting, held in the Village Hall, Norton, on Tuesday 26 May 2015**

Present: G. Pollard, Chairman (GP) E. Jenkins (EJ), G. Garbutt (GG) C. Edwards (CE), S.Norgate (SN)

In attendance: Clerk: Pauline Clarke;

3 Parishioners

### **185. Election of the Chair**

GP took the Chair

GG proposed EJ; seconded SN. This was agreed unanimously.

### **186. Acceptance of Office**

EJ signed the acceptance form.

### **187. Election of Vice Chair**

Members agreed all three other Councillors could act as Vice Chair

### **188. Acceptance of Office**

N/A

## **Minutes of the meeting of the Parish Council, held in the Village Hall, Norton, on Tuesday 26 May 2015**

### **189 Welcome**

The Chair welcomed all to the meeting

### **190. Applications for Dispensation or other Declarations of Members Interests**

None

### **191. Minutes of the Annual Parish Meeting held on 15<sup>th</sup> April 2015**

These were agreed and signed by the Chairman

The former Chairman (GP) was present and he confirmed their accuracy

### **192. Matters Arising (not covered under Agenda)**

170: Defibrillator

176: Update on Verge opposite Broad Close Road

**Future Agenda Item**

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### **193. Police Report:**

There was no police in attendance

### **194. County Councillor Report:**

Not in attendance

### **195. Borough Councillor Report**

Not in attendance

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## 196. **Joint Core Strategy:**

GG updated the meeting

The plan is important and will work with the Borough Plan and NDP to form a structure for development.

Currently undergoing a public inspection, and trying to agree target numbers of housing and development areas. This is significant, and ultimately may re-examine Twigworth, and other parishes may also object to their allocation, this may result in a further consultation. Result due end of year

Public inquiry ends at end of July

Plan will help control future planning developments, as currently it is a free for all

GG will email report to Clerk for future meetings

**Action: GG**

## 197. **Neighbourhood Development Plan (Down Hatherley, Norton and Twigworth):**

GG updated meeting

This has been evolving over 2 years, has been a lot of work carried out by the steering group involving members of the three PCs. There have been several public meetings. It is supported by GRCC and covers issues including flooding, traffic and landscape, as well as housing growth.

Draft plan is being written by Rick Minter and will then be circulated, followed by a public consultation, hopefully aligned with JCS and Borough Plan.

There was a recent meeting at Twigworth concerning local rural development

The Borough plan has gone out with wrong information regarding the PC's preferred site for development in Norton, hopefully this will be amended. The NDP states it does not want too many accesses onto the A38 and does not want to become a ribbon development of Gloucester

Any development since 2011 are considered windfall and come out of the new target allocation

The steering group includes two former parish councillors, it was agreed that new councillors should be invited, as well as existing ones for continuity. GG will inform other 3 parishes

**Action: GG**

## 198. **Village Hall Update**

Jo Robson was in attendance and was asked for an update:

The new village hall committee has lots of plans, but the priority is to finish changing rooms

£5000 has been received from Councillor Awford at GCC

She has acquired £20,000 from Sports England. EJ and GG will sign documentation subject to clarifications and Clerk will supply copy of bank statement, etc.

**Action: Clerk**

The Clerk noted the end of year accounts showed a £15,000 surplus, any money originally set aside for the Village Hall will be discussed in due course

It was agreed that Colin Edwards would represent the Parish Council at the Village Hall committee meetings. EJ will attend in his absence.

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## 199. Planning

**Enforcement: 15/0069/ENF**

**Part Parcel 6249 Wainlode Lane**

For information only

**Application 15/00220/FUL**

**Norton Garage**

**RECOMMEND PERMIT:** Noted development was very tight and concern was expressed on parking on the frontage. Would also prefer screening to reflect the character of the A38

Proposed GG/seconded CE

**Application 15/00354/FUL**

**2 Wainlode Lane**

**RECOMMEND OBJECT:** Concern on the impact on important views, resulting visibility and setting a precedent. Also on access as would need to reverse onto main road. This and neighbouring properties have rear garages and parking spaces.

To ask TBC to ensure visibility requirements are met.

Proposed GG/ seconded SN

**Decision: Permit 14/00897/FUL**

**Norton Court**

Noted

## 200. Finance:

**Annual Audit:**

**To Agree Section 1 of Annual Return**

All members of the council were new to post and the Clerk was waiting for confirmation of the internal audit date

GG proposed, seconded EJ that these figures were noted subject to agreement by the Internal Auditor

**To Agree Section 2 of Annual Return**

GG proposed, seconded EJ that these statements were noted subject to agreement by the Internal auditor

**To Agree Cheque signature mandates**

It was agreed EJ, GG, CE and SN would become signatories and Geoff Pollard would remain as a signatory. Proposed GG, seconded EJ

**To Agree Accounts for payment:**

i. Cheque: 621	P Clarke (Clerks Salary & Expenses) amount.
ii. Cheque: 622	PATA £6.00

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iii. Cheque: 623	GAPTC	£5
iv. Cheque: 624	Village Hall (NDP)	£17.50

GG presented a further invoice to PJC Consultants to £240, following agreement by previous PC members to appoint.

CE proposed seconded SN that all cheques be agreed and signed.

## **201. To Review Financial Regulations**

The new model financial regulations were reviewed and adopted.

Proposed CE seconded SN and agreed.

## **202. To Review Standing Orders**

The Clerk had reviewed the S/O.

GG proposed, seconded SN and agreed.

## **203. To Review Insurance Policy renewal**

The insurance policy was reviewed and agreed. Proposed CE, seconded SN.

## **204. Co-option of vacancy**

Would like to encourage younger members onto the council, SN will email Mary Lee to advertise the vacancy in the newsletter

**Action: SN**

## **205. Website**

It was agreed to ask ELTurner to develop a website and host for one year at a cost of £270. Proposed EJ, seconded SN.

## **206. To Appoint internal auditor**

Clerk will ask GAPTC to appoint a new auditor. Proposed EJ, seconded SN and agreed.

## **207: To Agree Councillor Auditor**

EJ proposed CE, seconded GG and agreed.

## **208: Correspondence:**

As circulated

SN asked to attend councillor training on 13 July, proposed EJ, seconded GG and agreed.

## **209. Parishioners Questions**

GG reported a consultant has been employed to write a letter to TBC in regard to the development at Wainlode Hill.

He noted there were many issues that should have prompted an enforcement but this has not happened

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Still waiting for developers to put in an application. This Council must insist that the application is considered at committee and not by delegation

He also noted there appears to be development going on with tacit approval from TBC, so still pressing.

Other actions also being considered. TBC have to be made aware that Norton won't sit back and let this happen, the development has been kicking around for some time and it could set a precedent

The Clerk will ask planning for details on the enforcement on Barn Farm on the A38

**Action: Clerk**

Should be able to rely on TBC to protect the environment and not the Parish Council

EJ thanked Jeremy for the litter pick, he agreed to do more of them

The former Chairman apologised for not welcoming the new members

## 211. Date of Next Meeting

The next meeting will be held on Wednesday 22 July 2015 at 7.30pm

There being no further business the meeting was closed at 9.35pm

**Signed:** ..... **Chairman**

**Date:**

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