

**MINUTES OF CORTON PARISH COUNCIL MEETING**  
**Held on Wednesday 7<sup>th</sup> May 2025 at 7.30pm in the Community Room, Playing Field**

Councillors Present: Stephen Pavey (SP)      Maureen Boughton (MB)      Peter Armstrong (PA)  
David Fermor (DF)      Sue Groome (SG)

In Attendance: Lynne Pavey (Clerk)    Cllr Paul Ashdown    Cllr James Reeder

Members of the public – 5

**1. Election of Chair for 2025/26 and Declaration of Acceptance of Office**

SG proposed SP for Chair, seconded by PA, all agreed. SP accepted, signed the Declaration of Office and took the Chair.

**2. Election of Vice Chair for 2025/26 and Declaration of Acceptance of Office**

SP proposed MB for Vice Chair, seconded by PA, all agreed. MB accepted and signed the Declaration of Office.

**3. To consider accepting apologies for absence**

Apologies were received and accepted from Gill Armstrong and Bob Groome. SP wished BG well after his recent illness.

**4. To record declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests**

None declared.

**5. To agree/appoint representatives to Committees**

The following committee representatives were appointed:-

Finance Committee: Stephen Pavey, Peter Armstrong, Maureen Boughton, Lynne Pavey - Proposed by SG, seconded by DF, all agreed

Playing Field Committee: Maureen Boughton - Proposed by SP, seconded by SG, all agreed.

Corton Poor's Land Trust and Almshouses: Peter Armstrong, Gill Armstrong, Sue Groome - all continue with their four-year term.

**6. To confirm appointment of Internal Auditor for 2025/26**

SP confirmed that Mr T Cave would be happy to continue as the Internal Auditor for the 2025/26 year, proposed by PA, seconded by MB, all agreed.

**7. To approve the Minutes of the April meeting and Matters Arising**

The minutes of the meeting held on 2<sup>nd</sup> April were recommended for approval, proposed by DF, seconded by MB, all agreed. They were duly signed by the Chair as a true and accurate record.

**Matters Arising**

No matters raised

## 8. To receive reports from the County and District Councillors

### Cllr James Reeder

Cllr Reeder told the meeting about the main items in the April Newsletter circulated to Councillors recently, including the new format for local government, electrical pylons and Sizewell.

### Cllr Paul Ashdown

Cllr Ashdown talked about the proposed unitary council in Suffolk.

Corton Beach - Cllr Ashdown had spoken with Matt Johnson from East Suffolk about signs for the beach following the meeting and has discussed the wording for the sign with the police. Tim Passmore, Suffolk's Police and Crime Commissioner is aware of the problem and will be helping when he can.

Community Partnership meeting being held next week at Rugby Club, Old Lane, Corton.

Small grants of between £500 - £1,000 are available. Application form can be found on East Suffolk Communities webpage

## 9. To receive reports from the Committee Representatives

### a) **Playing Field**

The parking issue seems to have been sorted in Corton Long Lane on days when there is football on the Playing Field. Thanks go to DF for putting out the cones every weekend. The Car Boot Sales have started with the second one being particularly successful. The Board Games afternoon has stopped until after the Car Boot Sales have finished.

### b) **Speed Sign**

Figures had been circulated to Councillors and SP told the meeting about the main points. The vast majority of traffic travels at around 30mph with the busiest day being a Friday. A copy of the report is sent to the Police.

### c) **Corton Poor's Land Trust and Corton Almshouse Charity**

#### **Corton Poor's Land Trust**

Quotes are to be obtained to replace the fencing surrounding the perimeter of the Corton allotments, while two plots are scheduled for a major tidy-up, ready for cultivation.

#### **Corton Almshouse Charity**

Work highlighted in the recent ECIR reports is being implemented, including the installation of new bathroom fans in two properties and planned insulation upgrades for five properties. Additionally, quotes are being obtained for the refurbishment of one bathroom. Three residents have expressed appreciation for the continuation of assisted bin collections. It was also announced that the current chair, Mr. Armstrong, will step down in June 2025. After a motion and vote, it was agreed that Mrs. Armstrong would assume the chair role effective July 2025.

The next Trustee Meeting will be on Wednesday, 13th May 2025

Denise West – Secretary 14th April 2025

**10. Public Forum – to receive questions or comments from Parishioners**

Resident advised that he had sent an email about the sewerage plant in Norwich and the problems they are having. A discussion took place about the proposed Garden Village being built so close to the sewerage works in Corton and the complaints about the smells.

The beach – a long discussion took place about various issues including why no progress has been made with installing cameras, non-attendance by the police, the notices that still display WDC, the use of drones and about taking people to court - SP explained the procedures for this.

A suggestion for providing free doggy bags near the Dog bins – to be added to next month’s Agenda.

**11. Parish Clerk Report**

a) **Finance**

**Bank Account Balance**

Community Account - £14,132.76

Business Premium Account - £4,638.45

b) **Payments**

2 payments awaiting authorisation:-

BT: Broadband - £55.10

Clerk’s Salary

PA proposed the accounts be paid, seconded by SG, all agreed.

c) **Income**

Corton Playing Field Committee: Monthly Contribution for Broadband - £18.00

East Suffolk: Precept - £8,203.34

HMRC: VAT Refund - £3,222.77

Refund of overpayment for Green Waste Renewal - £54.00

d) **To review the Annual Governance and Accountability Return (AGAR) 2024/25**

The Clerk went through the AGAR which had been circulated prior to the meeting.

- i. Certificate of Exemption
- ii. Annual Internal Audit Report
- iii. Section 1 Annual Governance Statement
- iv. Section 2 Accounting Statement

PA recommended the AGAR for approval, seconded by MB, all agreed

e) **To review the End of Year documents**

The Clerk went through the End of Year Documents, circulated prior to the meeting.

- i. Bank Reconciliation
- ii. Asset Register
- iii. All items of expenditure over £100
- iv. Explanation of Variances
- v. CIL Expenditure

DF recommended the End of Year documents for approval, seconded by MB, all agreed.

f) **To note date of Notice of Public Rights and Publication**

Clerk stated that the Notice of Public Rights and Publication of Annual Governance & Accountability Return will be displayed on the website from 31<sup>st</sup> May and the financial documents will be available to the public, if required, from Monday, 2<sup>nd</sup> June to Monday, 14th July 2025

g) **Correspondence (circulated)**

James Paget Hospital – Our future Paget Vision

East Suffolk – Neighbourhood Plan Update and reminder

Concertus – arrange to attend July meeting re: Garden Village updated proposals

Suffolk Police – Police and Crime Commissioner’s Update

Person on Children’s Play Area allowing the dog to foul – photograph taken but persons not identified.

**12. To note Planning Applications received**

No applications received

**13. To receive an update on improvements on The Pit**

SP is continuing to work on a Grant Application and awaiting a meeting about the levelling of the football pitch.

**14. To discuss car park promised to the Church by Broadland Sands**

PA stated that there were still lots of things outstanding from Broadland Sands Planning Application and the car park may still be on the list. Cllr Ashdown will speak to Joe Blackmore, Planning Department and will update the council when anything is known.

**15. To receive an update on installing a footpath between Corton and Church**

Cllr Reeder stated that unfortunately it had been decided that King’s Pathway will go along the cliff as planned and not along the road as proposed by the Parish Council.

Church Lane is very overgrown and is not a safe route for people to walk. Cllr Reeder said there is a verge cutting programme in place with work taking place shortly.

**16. To discuss ideas for a Sensory Garden at Corton Methodist Church**

SG stated that the sensory garden is still in the early stages of planning. The Church will be holding a meeting shortly to discuss this further.

**17. To receive Items for the next meeting’s Agenda**

Dog Poo Fines

Overgrown Hedges around the Village

Convex Safety Mirrors (for pedestrians) on corner of Corton Long Lane/The Street

Parking problems

**18. To agree the proposed date and time of the next Parish Council meeting in June**

Next meeting to be held on Wednesday, 4<sup>th</sup> June 2025 at 7.30pm in Corton Community Room.

The meeting closed at 8.50pm.

Signed .....Chair ..... Date

Draft