

**ROUGHTON**  
**ANNUAL PARISH MEETING**  
**MONDAY 16TH MAY 2016 @ 7.30PM**  
**HELD AT ROUGHTON VILLAGE HALL**  
*FOLLOWED BY ROUGHTON ANNUAL PARISH COUNCIL MEETING*

YOU ARE INVITED TO THE ROUGHTON ANNUAL PARISH MEETING TO BE FOLLOWED BY  
THE ROUGHTON ANNUAL PARISH COUNCIL MEETING  
THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ 3rd May 2016  
ELAINE PUGH CLERK TO COUNCIL,  
RAYNHAM HOUSE, 10 NEW ROAD, NORTH WALSHAM, NORFOLK, NR28 9DF  
TELEPHONE: 01692 402998 EMAIL: ELAINEPUGH15@HOTMAIL.COM

***AGENDA***

1. Chair's Review/Report for the year 2015-2016
2. To approve Roughton Annual Parish Meeting Minutes
  - 18th May 2015
3. Receive annual reports from local organisations
4. Floor open to Parishioners

**ROUGHTON PARISH COUNCIL  
ANNUAL PARISH COUNCIL MEETING  
MONDAY 16TH MAY 2016  
@ ROUGHTON VILLAGE HALL FOLLOWING THE  
ROUGHTON ANNUAL PARISH MEETING  
AGENDA**

YOU ARE SUMMONED TO THE ROUGHTON ANNUAL PARISH COUNCIL MEETING  
FOLLOWING THE ROUGHTON ANNUAL PARISH MEETING  
HELD AT ROUGHTON VILLAGE HALL  
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1. Election of Officers
  - 1.1 Nomination and Election of chairperson and declaration of acceptance of office and signing of form
  - 1.2 Nomination and Election of Vice Chairperson
2. To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals
  - 2.1 To receive requests to record the meeting via visual/audio
3. To consider apologies for absence
4. To approve Roughton Parish Council Ordinary Minutes - 7th March 2016
5. Resolution to adjourn the meeting for public participation, Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum
6. To report on Matters Arising
  - 6.1 Police Report if not in attendance
  - 6.2 Plaque for notice board - Tim Hunt
  - 6.3 Notice board - upgrade of footpath signage - with Photoworx
  - 6.4 Pond on Roughton Common - waiting report from Norfolk Wildlife Trust and Tree Surgeon report (NNDC unable to assist)
  - 6.5 ROU03 - 106 agreement - waiting update from Jane Linley - Solicitor
  - 6.6 Management of Defibrillator - Sean Crampsie
  - 6.7 Speeding along Chapel Rd and Back Lane - reported to the Police
7. To consider and review correspondence

## 8. To consider and review Planning

16/0370	The Ark, Chapel Rd, Roughton	Erection of 2 storey detached dwelling	
16/0387	Six Acres Caravan Site	Siting of 2 additional static caravans on existing site	
16/0140	Land at rear of former Roughton Motor Co	Erection of 12 affordable dwellings, infrastructure and associated parking and turning (reserved matters)	
15/1341	Roughton Motor Co, Chapel Rd	Erection of 9 dwellings to include associated infrastructure, access and parking (reserved matters) - relating to permission 15/0058	
16/0399	Roughton Motor Co, Chapel Rd	Reserved matters submission of landscaping details (PO 15/0058)	
16/0345	Fern House, Chapel Rd	Creation of new vehicular access to front of the property	
10/0908	Lake View, Chapel Road	Non material amendment request to change meter cupboard to open porch	
16/0259	Sereynis, Back Lane	Detached Annexe	Permitted
16/0178	237 Roughton Road	Erection of extensions to sides of dwelling	Permitted

## 9. Finance

- 9.1 To approve Accounts for 2015-2016
- 9.2 To approve Annual Audit Return 2015-2016
- 9.3 To re-appoint Roz Calvert as Internal Auditor for the Accounts 2015-2016
- 9.4 To approve payments - Schedule provided at the Meeting

## 10. To Receive Reports from Councillors

11. To Confirm the Date of the next meeting -  
Roughton Parish Council Ordinary Meeting on  
Monday 25th July 2015 - 7.30pm Roughton Village Hall

# SCHEDULE OF PAYMENTS

# **ROUGHTON PARISH COUNCIL**

**MAY 2016**

**PLEASE NOTE THAT THESE ARE SUBJECT TO ALTERATION PRIOR TO THE MEETING DUE TO THE LATE ARRIVAL OF INVOICES FROM SUPPLIERS**

## **Payments**

NALC yearly membership	£186.99
SRS Garden Services	£82.00
Blyth & Wright (replacement bench)	£250.00
Indigo Waste	£17.76
Elaine Pugh	£tba
HMRC	£tba
Came & Co - Broker Network - yearly insurance	£tba

## **Funds received**

NNDC Precept - 1st tranche	£4,001
BT Openreach	£290.18
NCC - recycling credits	£228.46

# **SCHEDULE OF CORRESPONDENCE ROUGHTON PARISH COUNCIL**

**MAY 2016**

**PLEASE NOTE THAT THIS IS SUBJECT TO ADDITIONS PRIOR TO THE MEETING DUE TO THE LATE ARRIVAL OF CORRESPONDENCE**

Norfolk Police - new police surgeries  
NNDC - re new planning improvements (Clerk responded)  
Anglian Water - reducing pollution  
NCC - Rangers Visit - 6th June - any jobs for them??  
Norfolk Tourism Overview and Management Forum update