

ROUGHTON
ANNUAL PARISH MEETING
MONDAY 15th MAY 2017 @ 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 2017**

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 2016-2017
2. To approve Roughton Annual Parish Meeting Minutes
 - 16th May 2016
3. Receive annual reports from local organisations
4. Floor open to Parishioners

**ROUGHTON PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING
MONDAY 15th MAY 2017**

**@ 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

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: _____ 3rd May 2017

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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**
3. **To receive requests to record the meeting via visual/audio**
4. **To consider apologies for absence**
5. **To approve Roughton Parish Council Ordinary Minutes - 6th March 2017**
6. **Resolution to adjourn the meeting for public participation, Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**
7. **To report on Matters Arising**
 - 7.1 Notice board - upgrade of footpath signage - NNDC Big Society had refused this funding application.
 - 7.2 Tree report for Roughton Common - waiting report from MJ Tree Services
 - 7.3 ROU03 - 106 agreement - planning agreed by NNDC
 - 7.4 Bridleway adjacent to Chapel Road - no planning application had as yet been received by the Parish Council from NNDC
 - 7.5 Japanese Knotweed - Norse quotation received and work agreed
 - 7.6 Old Turnpike - condition of road surface reported to Highways
 - 7.7 Transfer of Land to Clerk's address - paperwork completed
 - 7.8 Replacement noticeboard for Mill Road
 - 7.9 Dog Fouling at Bridleway - signage installed by NNDC
 - 7.10 Replacement notice board at Mill Road - purchased waiting installation
8. **To consider and review correspondence**

9. To consider and review Planning

17/0471	Fellside Farm, Metton Road	Removal of condition 4 (restricting occupancy to a person employed or last employed in agriculture, locally)	No comments from Parish Council
17/0473	Land of Norwich Road, Roughton	Erection of single storey dwelling (revised) CL/16/0393 May 2016	No comments from Parish Council
14/0986	Land at Back Lane, Roughton	Erection of 30 dwellings with open space to provide sports pitch, wetland habitat, space for community facility, car park and footpath link to village	PERMITTED
17/0198	Roughton Hall, Felbrigg Road	Demolition of existing garage/outbuildings and erection of one and a half storey rear and side ext with bridge connection to garden and installation of balcony and alterations to existing second floor roof	Permitted
17/0167	Flint Cottage, Roughton Lodge, Norwich Rd	Single storey side ext and change of pitch to the lean to roof to Flint Cottage	Permitted

10. Finance

- 10.1 To approve Accounts for 2016-2017
- 10.2 To approve Annual Audit Return 2016-2017
- 10.3 To re-appoint Roz Calvert as Internal Auditor for the Accounts 2017-2018
- 10.4 To review Internal Auditor's report
- 10.5 To approve payments - Schedule provided at the Meeting

11. To Receive Reports from Councillors

- 12. To Confirm the Date of the next meeting -
Roughton Parish Council Ordinary Meeting on
Monday 3rd July 2017 - 7.30pm Roughton Village Hall

SCHEDULE OF PAYMENTS

Roughton Parish Council

May 2017

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	£
Indigo Waste	£14.40
Noticeboards online	£177.60
Ros Calvert - internal audit	£55.00
MK Garden Maintenance (Jan/Feb)	£52.00
Elaine Pugh	£tba
HMRC	£tba
Came & Co - Broker Network - yearly insurance	£tba

Funds received

NNDC Precept - 1st tranche	£
BT Openreach	£

SCHEDULE OF CORRESPONDENCE

Roughton Parish Council

May 2017

Please note that this is subject to additions prior to the meeting due to the late arrival of correspondence

RLT re status of recreation ground (delivered to Councillors)
NNDC - re status of Bridleway 16/0147 new access onto Chapel Road
NPLaw - signed 106 agreement re ROU03
NNDC - response to query regarding the Big Society Fund Criteria