

**ROUGHTON PARISH COUNCIL  
ORDINARY PARISH COUNCIL MEETING  
MONDAY 4<sup>th</sup> September 2017  
@ Roughton Village Hall @ 7.30pm  
AGENDA**

You are summoned to the above meeting  
THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ **19<sup>th</sup> August 2017**  
 Elaine Pugh Clerk to Council,  
 Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF  
 Telephone: 01692 402998 email: elainepugh15@hotmail.com

1. To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals
2. To receive requests to record the meeting via visual/audio
3. To consider apologies for absence
4. To approve Roughton Parish Council Ordinary Minutes - 3<sup>rd</sup> July May 2017
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 Tree work on Roughton Common - work due to commence
  - 6.2 Bridleway adjacent to Chapel Road - no planning application had as yet been received by the Parish Council from NNDC
  - 6.3 Japanese Knotweed - Norse quotation received and work agreed
  - 6.4 Noticeboard for footpath map - ordered
  - 6.5 Illegal signage at mini-roundabout - reported to Highways 95832
7. To consider and review correspondence
8. To consider and review Planning

17/1033	Hill Poultry Farm, North Walsham Rd	Telecom mast installation, upgrade & associated works to telecommunications	No comments from Parish Council
17/1207	Fellside Stables, all Rd, Cromer	Alts & extension to redundant stables/hay store to form single dwelling and erection of detached garage	No comments from Parish Council
17/0838	Keepers Retreat, Old Turnpike	Porch extension to front elevation	Permitted
17/0684	6 Brownsfield, Roughton	Erection of 2 storey dwelling - outline	Permitted

9. Finance
  - 9.1 To review end of year audit 2016-2017
  - 9.2 To approve payments - Schedule provided at the Meeting
10. To consider application to the NCC Parish Partnership Scheme
11. To Receive Reports from Councillors
12. To Confirm the Date of the next meeting - Roughton Parish Council Ordinary Meeting on Monday 6<sup>th</sup> November 2017 - 7.30pm Roughton Village Hall

# **SCHEDULE OF PAYMENTS**

## **Roughton Parish Council**

**September 2017**

**Please note that these are subject to alteration prior to the meeting due to the late arrival of invoices from suppliers**

### **Payments**

DT Overton - mole patrol - common	£175.00
Mick Kinder - caretaker services	£65.00
Mazars - audit 2016-2017	£120.00
Elaine Pugh	£tba
Kevin Richardson	£tba

### **Funds received**

Interest received	£1.51
HMRC refund	£1,092.64

# **SCHEDULE OF CORRESPONDENCE**

## **Roughton Parish Council**

**September 2017**

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

Sheringham Town Council - potential roundabout - Holway Rd, Sheringham  
HM Land Registry - completion of registration - Recreation Ground,  
Norwich Rd - registered proprietor - Roughton Parish Council  
Resident regarding SNAP meeting update