

ROUGHTON PARISH ANNUAL PARISH MEETING

Elaine Pugh - Clerk to Council – 01692 402998

Raynham house, 10 new road, north walsham, Norfolk, nr28 9df

Minutes of the Annual Parish Meeting

Held on Monday 17th May 2010 @ Roughton Village Hall @ 7.30pm

23/12/2011 10:44

Present: Mr Richard Seaward, Mr Paddy Bennett
Mr Roy McDonald, Ms Hazel Rowlinson, Mr Jason Bumphrey

Apologies: None had been received

Others: Elizabeth Smith - NNDC
PCSO Elaine Roberts and PCSO Alison Holmes
Members of the public 7

ACTION

1. Elect Chairman for the meeting

Resolved that Richard Seaward chair the meeting.

2. Chairman's Review/Report for the year 2009-2010

I welcome you all to this meeting and thank you for attending.

I would like to thank the remaining Councillors in advance for their continued support during 2010/2011.

2009/2010 has been an extremely difficult year. We still have not had our Accounts signed off from 2008/2009 – due to an objection from the Persistent Complainer who is still liaising with the Auditor.

It was with a very heavy heart that the Council had to increase your Precept for the year 2010/2011 and it is hoped that this will NOT remain the case for the forthcoming years.

The Parish Council has to try and forecast the bills it will receive and although we had a small carry over for this year and did not need to use the “temporary loan” from NNDC this has been due to the non-receipt so far of the Auditor's invoice for 2008-2009.

The Council had to take into consideration the Auditor's anticipated invoice and the fact that the Persistent Complainer had indicated that he would be complaining in 2008-2009 – which he has duly done.

If the invoice from the Auditor had been received we would have used up our small reserves and the loan from NNDC.

The Persistent Complainer continues to assert that title to Roughton Common was wrongly registered thus causing the Council to incur further legal fees.

All your Parish Council endeavours to do is to serve the people of Roughton by ensuring that Roughton is a good Community and is a nice environment to live in.

We were all extremely sad to see Gil Hunt and Clare Wilson leave the Council this year. A factor in both decisions, though more so in the case of Councillor Wilson, was the constant attrition of Code of Conduct complaints against them from one source only.

Steve Howard also left the Council during 2010.

I would like to take this opportunity to thank all past Members for their work on the Parish Council and the work they still undertake within the Community.

The Council members work for you voluntarily and give their time free of charge to work for the benefit of the Community.

The Council is unable to take as pro-active a role in the village as previously due to the impact of the costs of the past and ongoing Audit objections and because of the understandable unwillingness of members of the Community to put themselves forward for co-option given the likelihood they will be subject to allegations against them.

I would like to thank Mr Watts for his invaluable work in keeping Roughton Village nice and tidy and the Common litter free.

The five members left will endeavour to manage your Council for the foreseeable future.

3. Receive annual reports from local organisations

Roughton Land Trust - Roger Crouch

Peter Crouch, Chairman attended the village "Have Your Say" day on 8th November last year. It was useful to get feedback about the recreation ground and the Charity in general. The Trustees hope the concerns about emptying the dog bin have been met, and the interim report published in the Roughton Reporter at the end of last year will help to keep people informed as to what else the Charity does; ie letting land to benefit the village Poor Fund and provide additional funds for the village school.

In the last financial year the trustees were able to pay £1,200 to the Robert Brown Charity for the Poor, administered by Rev John Smith and his churchwardens. £400 was paid from the letting of the Poores Allotments to the trustees of St Mary's School. The Trustees are proud that this and previous monies raised has helped in a small way towards funding the new school building.

The Trustees are also pleased to report that, as far as is practical, we now have the land registered in the name of the Official Custodian for charities, in line with our Charity Commission Scheme. Something that will be of benefit in perpetuity for the Charity.

The Trustees are looking into recent concerns about parking and maintenance of the trees at the Recreation Ground.

Peter Crouch was re-selected for another term as a trustee by his fellow trustees last December, but as he has been Chairman since September 2007, he has decided to vacate the chairmanship this month, to be replaced by Roger Crouch.

The outgoing Chairman would like to thank all the Trustees over this time for their help and hard work. Particularly, this last year, to Jim Spiller for producing the accounts, Rachel Parkin for helping with the VAT and the Charity Commission Annual Returns. Roger Crouch for helping with the leases and Roy MacDonald for all round general help and support.

This report along with our Accounts are available online at www.RoughtonVillage.co.uk.

Roughton Village Hall - Rachel Cooper

The most significant change since the last Annual Meeting has been the purchase of more tables and a complete set of hanging chairs that have given us so much more room in the store, and comfort for users. Our problem now is to try to teach users how to hang these chairs properly and not leave them lying about all over the store room. It surely is not difficult?

The old chairs were quickly snapped up by the Cromer Carnival Committee.

When we have sufficient funds it is hoped that we can purchase small folding tables to replace the heavy green square ones.

The Hall is still used frequently, but perhaps not quite as well as last year. It has been given a new coat of paint, thanks to Joe and Wendy Arnold and Clare Wilson. I have been informed that new curtains are coming soon, courtesy of the WI and the Footprints Sanctuary has already provided new poles for these.

The Village Hall Committee has recently agreed, because of the high usage and increasing cost of electricity to raise the cost of the hire of the hall to £6.00 per hour.

Robert Brown Trust - Rev John Smith

The RBT for the Poor has received rents from the RLT and other rental income and the usual grants have been made at Christmas. We have also made other small grants to those in need who live in the village and meet certain conditions.

The RBT for the School continues to help the school with particular grants to help the children's education. We have also committed 10% of the funds to fund the new building at the school.

Bowls Club

Roughton Village Bowls Group has continued to meet most Thursday evenings at 19.30 hours throughout the year except where members say they are unable to attend and therefore making it uneconomical to hire the hall.

Our membership/numbers attending fluctuate at best between 8 and 12.

We consider ourselves to be a very friendly group and should anyone wish to join us they would be made very welcome.

Roughton Jubilee Committee - Clare Wilson

2009/10 has been a relatively quiet year for Roughton Jubilee Committee. Set up in 2002 to present an event for the people of Roughton to celebrate the Queen's Jubilee, the Committee has, since then, maintained a low profile, fund raising where possible and assisting local projects.

During the year one donation of £100 was received in response to a request for help to publish the Roughton Reporter. It was felt that the donation, channelled through the Jubilee Committee as it was, would eliminate any claim that the Council was being profligate at a time when its own coffers were in crisis. The Committee therefore made a donation to the Parish Council of £63.25 to cover the cost of the December issue.

A request for financial assistance was made to the Committee by the fledgling Roughton Youth Club, and accordingly it was agreed to pay £100 to this worthy cause.

This means that the accounts show a balance of £1016.74

It is hoped that the Committee will, in the near future, start to focus its attention on a major event to celebrate the Queens Diamond Jubilee in 2012

Police report

13 crimes for the year 2009/2010.

Roughton Youth Club - Paddy Bennett

The Youth Club commenced in September 2009. 17 youths attending the first session. There are 47 children on the register and on average 20 attend the Club. The highest turnout was 27 children for the Halloween event where there were themed activities. St Georges Day was another event evening. We welcomed donations from Cromer Youth Club and thank the Parishioners for their support. Financial donations were received from the Jubilee Committee and £500 from a NALC grant "Your Parish Your Decision" which was obtained from Members of the Council attending a funding event in Dereham. For the future we are investigating the possibility of hosting a younger/older person's event or forum, details of which are to be agreed. Jason Bumphrey has kindly agreed to pay the rental of the village hall for the Youth Club for the first year; this has allowed the Youth Club to concentrate on paying the insurance and the CRB checks.

There are enough funds currently to support the group until July 2011 however, this does not mean that the Club's fund raising will cease. Members will continue to fund raise for the foreseeable future. The Sponsored silence which was a major fund raiser brought in approximately £226.

Once again I would like to thank all our supporters.

Roughton Rascals

We are into our third year at Roughton Rascals and we are still going strong with lots of mothers from the village attending. We generally have between five and ten mothers with their children attending each week. If the weather is nice it tends to be fewer as playing outside at the village hall or just having the door open is not really possible due to the safety issues of the busy road.

We haven't done any more fundraising since our first year as we have enough equipment to suit us at present and enough money in the bank to cover costs and pay for extras such as pumpkin carving days for Halloween and Christmas parties with presents for all the children.

We welcome all newcomers and would especially welcome anybody who would like to get more involved in the running of the group. It is always nice to have several people who can help set up in the mornings to cover illness or holidays.

We look forward to another busy year with lots of cups of tea and cake and lots of content children.

4. Floor open to Parishioners

The Floor was open to the Parish - there was a discussion regarding the use of the Land Trust's recreation ground and a suggestion that it was used for football.

A member of the Parish asked for details on the income received from the grant for the trees on the recreation ground and this was answered by the Chair of the Land Trust.

The Chair of the Land Trust suggested that members of the public put their requests in writing.

Meeting closed and continued with the Roughton Annual Meeting of the Parish Council.

ROUGHTON PARISH COUNCIL

ANNUAL MEETING OF THE PARISH COUNCIL

Elaine Pugh - Clerk to Council – 01692 402998

Raynham house, 10 new road, north walsham, Norfolk, nr28 9df

Minutes of the Annual meeting of the parish council

Held on Monday 17th May 2010 @ Roughton Village Hall following the Annual Parish Meeting

23/12/2011 10:44

Present: Mr Richard Seaward (Chair), Mr Paddy Bennett (Vice Chair)
Mr Roy McDonald, Ms Hazel Rowlinson, Mr Jason Bumphrey

Apologies: Hillary Thompson (NCC)

Others: Elizabeth Smith - NNDC
PCSO Elaine Roberts and PCSO Alison Holmes
Members of the public 7

ACTION

1. Election of Officers

1.1 Nomination and Election of Chairperson and declaration of acceptance of office and signing of form

Resolved that Richard Seaward be the new Chair to Roughton Parish Council.

1.2 Nomination and Election of Vice Chairperson

Proposed by Richard Seaward and seconded by Jason Bumphrey that Paddy Bennett be Vice Chair.

There was a counter proposal by Hazel Rowlinson that she would like to be Vice Chair; Roy MacDonald seconded this however, there were no other supporters from the Members. 3 abstained.

The original proposal by the Chair was put forward, seconded by Jason Bumphrey and Paddy voted for himself. 2 abstained.

It was therefore resolved that Paddy Bennett be Vice Chair to Roughton Parish Council.

2. To receive declaration of interest in items on the Agenda

Paddy Bennett and Richard Seaward - personal interest - Roughton Youth Club Payment from the Parish Council secured from NALC "Your Parish Your Decision".

Roy MacDonald - personal interest - Roughton Land Trust.

3. To consider apologies for absence

There were none to consider.

4. **Approve outstanding Minutes - Ordinary Meeting 1st March 2010**

Resolved that the Minutes are signed.

5. **Resolution to adjourn the meeting for public participation and Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**

Resolved to open the meeting to the public.

Sue Arnold- outlined that the Cromer Hospital plans had been passed and it was hoped that this would go ahead. There were going to be stringent cuts in the finances at NNDC, however, they will do everything they can to protect front line services.

NNDC are one of the top in the Country for their recycling initiatives.

Dog Fouling is getting under control and NNDC are proactive in clearing up litter within the district.

Police- PCSO Alison Holmes - From 1st March to Monday 17th May - there were 5 crimes reported. 1 burglary to a caravan, 1 theft of jewellery, 1 criminal damage to St Mary's Church Roughton, 1 criminal damage to a vehicle and also causing intentional harassment, alarm and distress. The press release below relates to these two crimes.

Police in Cromer have arrested and charged a 31 year old man with threatening behaviour and criminal damage. The charges relate to an incident which happened on April 17th at Thorpe Market Road, Roughton in which a motorist made threats to another road user. The man is due to appear before North Norfolk Magistrates Court on Thursday May 20th at 9.30am.

There were 46 calls of various kinds to the police.

St Mary's Church - over the last month there has been an increase of anti-social behaviour in and around St Mary's Church. This has resulted in damage to the stained glass window and a hedge also being set fire to. If you have any information regarding these incidents please contact Cromer SNT. Please be aware of anyone acting suspiciously around the Church. On 16th May 6 local youths were found in St Mary's Church by two members of the public who then contacted the Police. The group had been throwing books around and there was evidence of smoking inside the Church. The group were searched by Police Officers and given words of advice for using a Church as a playground.

Mobile Police Station - the next mobile police station will be at 11am to mid-day on Tuesday 25th May 2010 near to Roughton St Mary's primary school.

Tony Nash - outlined that there was a meeting re Standards and Governance on 26th May at Colby.

Resolved to close the meeting to the public.

6. **To report on Matters Arising (updates and for information)**
 - 6.1 **Update on Roughton Reporter** - Clerk - there was no further update on the Roughton Reporter.
 - 6.2 **Update on footpaths from footpath officer** - Hazel Rowlinson reported that all were satisfactory.
 - 6.3 **Poppyland Partnership update** - Hazel Rowlinson had been invited to a meeting for the AGM on 14th June and there were 3 vacancies for local representatives.
 - 6.4 **Village Hall Events** - Hazel Rowlinson reported that there were no new events planned.
 - 6.5 **Police Report if not in attendance** - reported at item 5.
 - 6.6 **Update on Roughton Youth Club** - Paddy Bennett informed that the dates from September would be the 2nd and 4th Fridays in the month.
 - 6.7 **Update on Land Trust** - Roy MacDonald reported that Roger Crouch was now the Chair.
 - 6.8 **Bus Shelter “hole in Wall”** - Jason Bumphrey reported that this work was due to be undertaken soon.

7. **To review Persistent Complainers Policy and review entries/correspondence received from Roughton’s Persistent Complainer.**

The Clerk outlined that a recommended change need to be made to specify the definition of contact. A contact should be defined as “communication with someone, or with a group or organisation”. It was resolved by the Members to adopt this change. Clerk to amend the Policy accordingly. EP

Clerk outlined that there had been approximately 51 contacts (directly and indirectly) via the Persistent Complainer this year and that he was still in regular contact with the Auditor regarding the 2008/2009 Accounts.

8. **Finance**

8.1 **To approve payments**

Schedule provided to Members for consideration in advance of the meeting.

Payee	Amount	Cheque
NALC - membership	£164.50	005
Stuart Thurtle (grass cutting)	£151.00	006
Mr Watts (March/April)	£110.00	007
Roughton Youth Club (from grant obtained)	£500.00	008
Elaine Pugh - Clerk	£584.09	010
Came & Company	£834.58	011

Resolved to approve the payments enbloc

8.2 **2008/2009 Audit update - Clerk**

The Persistent Complainer was still liaising with the Auditor and the Clerk had obtained further documents regarding the common from the Solicitors requested by the Persistent Complainer.

8.3 To approve Accounts for 2009-2010 and Audit Form

The Clerk explained the Accounts for the year 2009/2010 and gave a brief resume of the income and expenditure of the Council.

Resolved that the Accounts and Audit form be approved for the year 2009/2010.

8.4 To appoint Internal Auditor for the Accounts 2009-2010

Resolved to employ Keith Benford.

8.5 To review supplier of Roughton's Insurance Policy

The Clerk outlined the renewal premium received from Allianz/AON and an additional quote from Came & Company. Due to the considerable saving of £390.90 it was resolved to change insurance company to Came and Company and sign-up for a 3 year period.

8.6 Income received

Precept for 2010-2011 (1 st instalment)	£10,000
Bottle bank	£565.20
Wayleave BT	£290.18

9. **Correspondence** - schedule provided to Members
Poppyland Partnership - Open Meeting Monday 14th June
Clerks & Councils Direct
NALC Information for events
NNDC - Local Development Framework - meeting 8th June

10. Planning Applications - no new planning applications had been received.

PF/10/0311	67 Chapel Road	Retention of Potting Shed Erection of storage shed	GRANTED
PF/09/1248	Carr Lane	and paying shed	GRANTED

11. To Receive Reports from Councillors

Roy MacDonald informed that the Land Trust report is on the website however, the Accounts are to be available soon.

12. To Confirm the Date of the next meeting -

Ordinary Parish Council Meeting Monday 5th July 2010 at 7.30pm

There being no further business the meeting closed at 8.30pm.

RICHARD SEAWARD - CHAIR

DATE: 5th JULY 2010