

# ROUGHTON PARISH COUNCIL ORDINARY MEETING

Elaine Pugh - Clerk to Council – 01692 402998

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

Minutes of the Ordinary Parish Council Meeting

Held on Monday 2<sup>nd</sup> July 2012 @ Roughton Village Hall @ 7.30pm

29/09/2012 16:35

**Present:** Mr Richard Seaward, Mr Paddy Bennett, Mrs Chloe Bennett and Mr Tim Hunt  
**Apologies:** Sue Arnold NNDC and Hilary Thompson  
**Others:** 2 members of the public

ACTION

1. **To receive declaration of interest in items on the Agenda**  
Paddy Bennett, Chloe Bennett and  
Richard Seaward - personal Village Hall.
2. **To consider apologies for absence**  
No apologies had been received from Roy MacDonald.
3. **To approve Annual Parish Council Meeting Minutes 21<sup>st</sup> May 2012**  
Resolved to approve.
4. **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.

The Clerk informed that the Police were unable to attend and that 4 crimes had been reported during the last period. These comprised of theft of a washing machine, burglary of dwelling and 2 possession of cannabis.

The two members of the public present when asked did not wish to speak.

Resolved to close the meeting.

5. **To report on Matters Arising (updates and for information)**
  - 5.1 **Update on footpaths** - letters sent to landowners.  
Footpath 14 needed cutting and Clerk would report this to NCC. EP
  - 5.2 **Village Hall Events** - Richard Seaward  
No new events had been planned.
  - 5.3 **Police Report if not in attendance** - Clerk  
See item 4 above.
  - 5.4 **Signage for Roughton Common**  
This had been ordered and the Clerk would arrange for this signage to be collected and installed. EP

**6. Review of listing of Unreasonably Persistent Complainer(s)**  
 The Chair outlined that 24 contacts/requests had been received from an Unreasonably Persistent Complainer over the last 6 month period. The Clerk confirmed what contacts these were and in which category. Lengthy discussion between Councillors took place on this matter and after due consideration it was resolved that the person remains on the list for a further 6 months. Clerk to write and inform. EP

**7. Adoption of New Code of Conduct**  
 Resolved to adopt the NALC Code of Conduct and Appendices A&B Members to complete Interest Forms and supply them to the Clerk for forwarding to NNDC. EP

**8. Review of Roughton Common**  
**8.1 Replacement of trees**  
 The Clerk had been in contact with the Landscape Officer at NNDC who had recommended species. It was resolved that the Clerk obtains or purchases 3 weeping willow trees. Two were to be placed one either side of the bridge and the other down towards the end of the common near to the pond. EP

**8.2 Moles**  
 Clerk informed that the grass cutter was again having problems cutting the grass and it was resolved that delegated authority be given to the Clerk to employ a local contractor to undertake this work. EP

**9. Finance**

**9.1 To approve payments**

Payee	Amount	Cheque
Roughton & Felbrigg Jubilee Committee	£300.00	85
Keith Benford (internal auditor)	£60.00	86
Secret Gardens (May and June)	£306.00	87
Elaine Pugh	£333.99	88

Resolved to pay enbloc.

**Funds received**

NNDC glass recycling - bottle bank	£427.20
Roughton Jubilee Committee 2002	£74.50

**10. Correspondence**

- Norfolk Link Extra - Code of Conduct
- NNDC - Community Asset Transfer Policy
- Audit Commission - re appointment of Mazars for 5 years
- NNDC - confirmation of FOI request being dealt with re complaint of play equipment.

**11. Planning Applications**

12/0613 and 614	Cart Lodge Barn, Back Lane	Installation of 6 rooflights	No objections from PC
12/0680	Land at Groveland Farm	Erection of farm manager's dwelling and detached double garage	PC unable to comment due to personal issues

**12. To Receive Reports from Councillors**

Problems were reported regarding the grass by the garage and Old Turnpike still being blocked by vehicles. The Clerk was asked to find out if Highways would kindly place further wood posts along the green towards the New Inn. EP

Verge grass cutting was still an issue but Members understood that this was due to the cut backs. The Clerk would look into this. EP

An update on the Jubilee Event was given by Paddy Bennett approximately 100 people attended the Saturday with 286 on the Sunday for the Hog Roast.

The scrap metal scheme for the Youth Club had been suspended for the time being.

The Youth Club were unable to utilise the Common for a recent function due to rain and a future date would be arranged.

An issue with drugs on the land adjacent to Orchard Close had been informed and the Clerk informed that this needed to be reported directly to the Police as it was not a Parish Council matter.

**13. To Confirm the Date of the next meeting -  
Ordinary Parish Council Meeting Monday 3rd September 2012**

The Chair thanked everyone for attending.

**There being no further business the meeting closed at 8.20pm.**

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RICHARD SEAWARD - CHAIR

DATE: 3<sup>rd</sup> September 2012