

ROUGHTON PARISH COUNCIL

ORDINARY 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 Ordinary meeting of the parish council

Held on Monday 2nd September 2013 @ Roughton Village Hall

02/01/2014 20:25

Present: Mr Richard Seaward (Chair), Mr Roy McDonald,
Mrs Chloe Bennett and Tim Hunt

Apologies: Mr Paddy Bennett

Others: Hilary Thompson-NCC
6 members of the public and PC Barrie Cresswell

ACTION

- 1. To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**
All members declared their personal interest in planning application 13/0712

Donation to Roughton Youth Club/Krazee Kidz Club -
Agenda item 7.6 - Pecuniary Interest Forms had been received from Chloe Bennett and Richard Seaward. These were both approved by the Clerk.
- 2. To consider apologies for absence**
Paddy Bennett - accepted by the Council.
- 3. Approve outstanding Minutes - Ordinary Parish Council Meeting 1st July 2013**
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:
Hilary Cox had nothing to report at the moment but urged people to contact NCC with any money saving ideas they may have.

The owner of the Roughton Motor Company detailed the history of the site and current outline planning application. Recommendations had been made by Highways in relation to the visual splay, parking space allocation, forecourt area and drainage. These issues had been taken on board and incorporated into the new plan which was being prepared and presented to NNDC.

PC Barrie Cresswell informed that there had been 3 crimes reported since the 1st July 2013. 18 calls to the police for various issues. A mobile police surgery would be held on Monday 9th September 2013 between 11am and mid-day. All were welcome to attend.

Discussion took place with members of the public in connection with general speeding along Chapel Road. Recently speed checks had been undertaken on several occasions resulting in a number of fixed penalty tickets being handed out. The appointment of an enforcement officer had been made by the Police and it will be their job to ascertain where speeding is an issue and assess each site throughout the county.

As the 10 minute speaking time had been exceeded it was resolved that the allocation be extended for a further 10 minutes to allow members of the public to continue to participate.

The owner of ROU03 informed members of the progress of his development and currently surveys were being undertaken for a planning application in the next few months. The application will then take approximately three months to filter through the system. The land agreed to be gifted to the Parish Council will then be resolved. Members thanked the owner for attending and the update which was really appreciated.

Resolved to close the meeting to the public.

5. Planning Applications

13/0946	Sunny Brook, Thorpe Market Rd	Erection of single storey rear ext	No objections
13/0947	Heath View, Thorpe Market Rd	Erection of single-storey rear ext	No objections
13/0712	Roughton Motor Co, Chapel Rd	Demolition of motor vehicle service station and erection of 9 dwellings	After discussion with the applicant the Council had learnt that all issues raised by Highways had been accommodated and there were no objections from the Parish Council.
13/0496	Six Acre Caravan Site	Erection of 2 storey replacement dwelling with attached reception office	Permitted

6. To report on Matters Arising (updates and for information)

- 6.1 Police Report if not in attendance
Agenda item 4 refers.
- 6.2 Invitation to owner of ROU3 to attend meeting - Agenda item 4 refers.
- 6.3 Repair of bus shelter wall - waiting contractor
- 6.4 NNDC Corporate Leadership Team invitation to attend meeting - Clerk had written to accept - awaiting confirmation of date for 2014
- 6.5 Friends of Roughton School - informed of Council's decision re Numicon system. This would be followed through by the Council.

7. Finance

7.1	To approve payments		
	Payee	Amount	
	The Play inspection Company	£71.94	124
	Secret Gardens - July caretaking/grass	£144.00	
	Secret Gardens - August caretaking/grass	£144.00	£288.00 125
	Norfolk Games and Frames - repair Hally Gally	£99.00	126
	Elaine Pugh - Clerk	£399.10	127
	HMRC	£9.20	128
	Cheerful Web Designs (website hosting)	£36.39	129
	Resolved to pay enbloc.		

- 7.2 Consideration of purchase of new notice board**
After careful consideration of suppliers it was resolved that the new notice board be purchased and that delegated authority be given to the Clerk to purchase this item to a maximum price of £500. The Clerk would liaise with the petrol station with regard to location. EP
- 7.3 Consideration of purchase of bin for toddler play area**
There was an issue with litter being left in the toddler play area and it was considered that if a bin was placed into the facility then, people may just put their rubbish in to it. After discussion on this matter it was resolved that £250 being allowed for the purchase of the bin from the same supplier as the one recently purchased. Delegated authority was given to the Clerk. EP
- 7.4 Consideration of purchase of no parking sign to be placed on Roughton Common**
This was discussed at length and no real solution was found. The Clerk would contact Highways to find out their thoughts on this issue. The main concern was with parking along the Thorpe Market Road when people were purchasing their takeaways. EP
- 7.5 Consideration of purchase of new replacement bench for Roughton Common**
The Clerk was given delegated responsibility to purchase this item from a local supplier to the budget figure of £250. EP
- 7.6 Consideration of donation to Roughton Youth Club**
All members agreed that the Youth Club was an asset to the community and thanked the work undertaken by its volunteer leaders. It was outlined that the Youth Club needed to undertake training, pay for facility hire and further CRB checks to continue the service. It was resolved that £300 be donated to the Club to ensure its future. EP
- 8. To appoint new village caretaker**
The Clerk outlined that the current caretaker - Secret Gardens was unable to undertake the weekly village caretaking role. An advert had been on the website for many months but only one application had been forthcoming. The Clerk outlined that Mr Caton undertook work for other Parishes and would be willing to take on the weekly tasks at the same rate of pay. It was resolved that the Clerk instruct Mr Caton to undertake the caretaking duties. EP
- 9. Correspondence**
NNDC - re glass recycling changes to system
NCC re consultation on NCC budget savings for 2014/17
Play Inspection report
Various correspondence with Unreasonably Persistent Complainer (circulated)
ICO letter regarding Unreasonably Persistent Complainer complaints
- 10. To Receive Reports from Councillors**
Benches in the village and at Mill Lane needed sanding and varnishing - the Clerk would instruct the new caretaker. EP
- The Clerk had reported the issues with FP6 to Highways and would monitor the situation.
- Discussion took place with regard to the footpaths and these would be reported to Highways to investigate particularly FP14, FP7 and FP2. Fly tipping on Roughton Recreation Ground needed to be sorted and this would be resolved by RLT. EP

**11. To Confirm the Date of the next meeting -
Ordinary Parish Council Meeting Monday 4th November 2013**

There being no further business the meeting closed at 8.30pm

Richard Seaward - Chair

DATE: 4th November 2013