

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 6th January 2014 @ Roughton Village Hall

25/03/2014 20:37

Present: Mr Richard Seaward (Chair), Mr Paddy Bennett (Vice Chair)
Mrs Ann Arrow, Mr Roy MacDonald and Mr Tim Hunt

Apologies: Mrs Chloe Bennett

Others: 12 members of the public
Sheila Oxtoby - Chief Executive - NNDC, PCSO Alison Holmes
Sue Arnold - NNDC, Hilary Cox - NCC
Maria Cook - About With Friends with 2 Members

ACTION

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**
None were necessary.
2. **To consider apologies for absence**
Mrs Chloe Bennett - accepted by the Council.
3. **Approve outstanding Minutes - Ordinary Parish Council Meeting 4th November 2013**
Resolved to approve.
4. **Co-option of New Councillor(s)**
Mr John Crampsie spoke about the reasons why he wanted to be co-opted onto Roughton Parish Council and that he wished to be part of his community. It was resolved that Mr John Crampsie be co-opted onto the Council.

Mrs Angela Francis outlined her work within Roughton and that she had also been involved in the organisation of carnivals. Angela informed that she wanted to give something back to the village and be active within it. It was resolved that Mrs Angela Francis be co-opted onto the Council.

Clerk to complete paperwork and inform NNDC. EP
5. **To consider and review Unreasonably Persistent Complainer Policy**
The UPC Policy had not been reviewed since 2011 and needed to be strengthened and enhanced. It was considered that a more robust policy needed to be implemented and this would take time to undertake.

It was resolved to suspend and review the UPC Policy over the forthcoming period. ALL

The Clerk would write to the current UPC to inform. EP

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

Sheila Oxtoby - Chief Executive of NNDC - introduced herself and outlined that the visits to the Parishes had evolved from successful meetings with Town Councils.

The reasons for attendance is to primarily inform of NNDC's strategy for the future and support local members and Parish Councils. The corporate plan for this year was detailed with priorities being jobs, economy, affordable housing and protection of the environment and to support localism for which the NNDC Big Society Fund can be accessed. The push is to support inward investment and work with local businesses to support apprenticeships where there is central government funding available. Challenges faced are cuts to NNDC from central government of between 10-15% and there are further reductions to be made over the next 3 years of approximately 1.6m. 50% of NNDC's funding is derived from Government and approximately 45% from council tax the variance is accessed from other sources. Currently efficiencies are being made and one concept is to co-locate other businesses within the Council's offices at Cromer and another efficiency being investigated is to streamline various council processes. Online transactions are being encouraged as these are cheaper and efficient however access needs to be made available to the vulnerable and the Council is aware of the demographics of the area. A new waste recycling contract is being introduced in October 2014 and it is anticipated that a saving of 100k will be made. If anyone is aware of any empty properties which could be brought back into use there is an incentive scheme for the Council to do this. All these savings and efficiencies enable the council tax to be kept down.

PCSO Alison Holmes - outlined that since 2nd September 2013 there had been 5 crimes reported until 6th January 2014. 47 Calls had been made to the Police. The next mobile police surgery would be held on Wednesday 29th January between 2-3pm and notices would be placed onto notice boards and advertised in the press. The current priorities are - speed enforcement in Cromer and the surrounding areas, Cycle safety and High Visibility Patrols in Cromer Town Centre. The next priority setting meeting would be held on Monday 13th January at Cromer Town Council Offices at 6.30pm.

As the 10 minute allowance for public speaking had expired it was resolved by the Council to extend this for a further 10 minutes.
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Sue Arnold, NNDC - spoke about the floods and wanted to acknowledge the work which had been undertaken by the various Services and NNDC. The floods and damage to Cromer Pier (in total cost approximately £3m), NNDC has £1.5m allocated to meet this cost with the balance hopefully being forwarded by the Government. The council tax department has worked hard to ensure that there is a nil increase from NNDC this year. A considerable number of empty homes have been brought back into use and if anyone knows of any please inform NNDC. Felbrigg are extremely keen to have a mini-roundabout and this may be assisted with the Crematorium planning application being forwarded to NNDC for consideration.

Hilary Cox, NCC - informed that NCC were having budget discussions but no decisions had been made. There was considerable response from the consultation on how the Council could save money and these are being reviewed. The Felbrigg roundabout is being driven forward and it is hoped that a positive decision will be made by Highways.

There were no other comments from the public.

Resolved to close the meeting to the public.

7. Planning Applications

13/1540	Juno Beech, Norwich Rd	Removal of condition 5 of planning permission ref 13/0342	No objections
13/1483	Six Acres Caravan Park, Norwich Rd	Variation of condition 2 of planning permission reference 13/0496 to permit extension to approved garage	No objections
13/1417	Hill House Farm, Norwich Rd	Conversion of redundant stables and kennels to three residential dwellings	No objections

It was resolved to open the meeting to allow Maria Cook of About with Friends to inform on the Community Composting scheme as inadvertently they had been missed out of item 6 during public speaking.

Maria Cook - About With Friends outlined the proposed Composting project and it was hoped that this would be a Community Scheme and be run and managed by adults with learning difficulties. Volunteers will gain knowledge and experience whilst working on this initiative and anyone in the community is welcome to attend and be involved. A piece of land had been sourced and at the present time the details are being discussed with the Planning Team. Trunch has a similar facility which has been successful. There was a short question and answer session. The Members of About with Friends were thanked for their consideration and attendance.

As there were no questions from members of the public the session was closed.

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

- 8.1 Police Report if not in attendance - Dealt with at item 6
- 8.2 Friends of Roughton School - Numicon system purchased and presented to the School.
- 8.3 Purchase of new notice board - waiting decision by business owner
- 8.4 Bin at toddler area - installed
- 8.5 Bench for common - waiting installation
- 8.6 Sanding/varnishing of village benches - instructed new caretaker

9. Finance

- 9.1 To consider and agree donation to Roughton Church for the maintenance of the Church Yard for 2013
Resolved that £200 be donated.
- 9.2 To consider donation to CAB
Resolved that £100 be donated.
- 9.3 To agree payment to ICO £35.00
Resolved to pay.
- 9.4 To approve payments

Payee	Amount	Cheque
ICO	£35.00	138
Roughton Village Hall	£78.00	139
Mr Caton	£66.00	140
Elaine Pugh - Clerk	£488.52	141
CAB - donation	£100.00	142
St Mary's Church	£200.00	143
Cheerful Designs (website)	£75.00	144

Resolved to pay enbloc.

10. Correspondence

- Mazars re response to the Unreasonably Persistent Complainer's letter - Parish Council to respond - The Council directed the Clerk to inform the Auditor that "There is no further comment on this". The Council also instructed the Clerk to Minute that the Clerk writes all letters on behalf of the Council as a Corporate Body with their authority.
- Unreasonably Persistent Complainer's letter regarding their DPA request - Parish Council to respond. The Clerk outlined that the Council had complied to the best of their ability in a reasonable manner to the UPC's request. The Clerk was instructed to write back to the UPC to confirm that this is the case.
- Age Concern requesting donation Agenda
- Maria Cook - About with friends re their community composting scheme in Roughton
- NALC information
- The Common Grass Cutting - resignation of current contractor - Clerk was sourcing alternative suppliers.

11. To Receive Reports from Councillors

Tim Hunt - outlined that The Post Box at the Garage had been accidentally knocked down by a vehicle a few weeks ago. To date the box has not been replaced. The Clerk would write to the Post Office to find out what the situation was. EP

Paddy Bennett - informed that the Youth Club were exploring various avenues for further funding and donations and it was hoped that future other events and fetes would assist with this. A meal was held by the young people of the village prior to Christmas to which approximately 40 older people and volunteers from the community sat down to enjoy. It was envisaged that a younger age group could be accommodated longer term in a separate Youth Club.

12. To Confirm the Date of the next meeting - Ordinary Parish Council Meeting Monday 3rd March 2014

There being no further business the meeting was closed at 8.10pm

Richard Seaward - Chair

3rd March 2014