

# 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 3rd March 2014 @ Roughton Village Hall

27/05/2014 15:49

**Present:** Mr Richard Seaward (Chair), Mr Paddy Bennett,  
Mrs Ann Arrow, Mr Roy MacDonald, Tim Hunt  
Mr John Crampsie and Mrs Angela Francis

**Apologies:** Mrs Chloe Bennett

**Others:** 2 members of the public  
PC Barry Cresswell and Sue Arnold - NNDC

### 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 6th January 2014**  
Resolved to approve. Clerk to put onto website. EP
4. **Co-option of New Councillor(s)**  
Resolved to defer as necessary. Agenda
5. **To review and consider quotations for Roughton Common Grass Cutting contract**  
4 estimates had been received and after careful consideration it was resolved that the contract be given to Kevin Richardson.  
The reason for this decision was due to the flexibility of his business to accommodate additional cuts at extremely short notice if necessary.  
The Clerk to inform and arrange. EP
6. **Resolution to adjourn the meeting for public participation, Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**

Sue Arnold, NNDC - informed that NNDC's portion of the council tax had been pegged for the 3rd year in a row. A large restructuring and reorganisation plan had taken with the repositioning of staff and the transfer of the Northern Area Children Services being re-located into NNDC's office. In October the new contract with Kier comes into force which will give a more flexible service.

The cabinet met and agreed the priorities for the next year which included jobs, housing, infrastructure and localism. Empty homes were slowly being brought back into use with approximately 87 being looked into with around

42 being considered suitable.

**PC Barry Cresswell** - outlined that there had been 15 calls to the Police in the last period and no crimes had been reported. The next mobile police surgery will be held on Sunday 30th March between 2.30pm and 3.30pm; these will be advertised. Current priorities will be speed enforcement in Cromer and surrounding areas, cycle safety with high visibility patrols in Cromer Town Centre. The next priority setting meeting will be held at Cromer Town Council on Monday 24th March 2014.

## 7. Planning Applications

14/0041	Shepherds Rise, Hillside, Roughton	Erection of single-storey ext to provide annexe	With NNDC
13/1474/1500	6 Flaxmans Farm, Felbrigg Rd, Roughton	Erection of single-storey ext to provide residential annexe and internal and external alts to facilitate erection of annexe extension	With NNDC
NMA/13/0496	Land at Six Acres Caravan Park	Non-material amendment request for alteration and extension of garage	APPROVED
13/1540	Juno Beech, Norwich Rd	Removal of condition 5 of planning permission ref 13/0342	PERMITTED
13/1483	Six Acres Caravan Park, Norwich Rd	Variation of condition 2 of planning permission reference 13/0496 to permit extension to approved garage	WITHDRAWN
14/0174	Flint Barn, Back Lane	Formation of vehicular access	No objections from Council
14/0234	Roughton Motor Co, Chapel Rd	Prior notification of intention to demolish former garage buildings	No objections from Council

## 8. To report on Matters Arising

- 8.1 **Police Report if not in attendance** - see item 6.
- 8.2 **Purchase/installation of notice board** - waiting decision by business owner - the Chair would visit the business. RS
- 8.3 **Bench for common** - installed
- 8.4 **Sanding/varnishing of village benches** - instructed new caretaker - awaiting better weather.
- 8.5 **Post Box by Petrol Station** - replaced
- 8.6 **Bus Shelter at Old Turnpike** - insurance claim in progress and reported to the Police. Requested Highways to install a bollard to protect the shelter. Waiting for second quote which will be forwarded to the insurance company. The Parish Council has to pay the excess of £250. It was suggested that the bus shelter could be strengthened in some way and the Clerk would seek advice from the builder. EP
- 8.7 **Update on 2012-2013 Accounts**  
These are still with Mazars the External Auditor.

## 9. Finance

- 9.1 **To consider donation to Age UK**  
After debate it was resolved that £250 be donated. Clerk to arrange and inform. EP
- 9.2 **To consider funding of NALC Councillor training £250**  
The Clerk outlined that the course for Saturday 15th March at Roughton Village Hall had been provisionally booked. This training was for the benefit of all Councillors; in order to keep the costs down the event had been extended to other local parishes to attend who would be charged pro-rata. It was resolved that £250 be authorised together with the cost of the village hall. Clerk to arrange. EP

9.3	To approve payments		
	<b>Payments</b>	<b>Amount</b>	<b>Cheque</b>
	Elaine Pugh - Clerk	£392.05	145
	HMRC	£26.00	146
	Mr Caton	£88.00	147
	Secret Gardens - bench installation	£114.98	148
	Norfolk Age UK	£250.00	149

Resolved to pay enbloc

**10. Correspondence**

Quotations for cutting of Roughton Common  
 Clerks and Councils Direct  
 Management of the Norfolk Coast  
 Roughton St Mary's Church - thank you for donation  
 Dial a Bus information  
 Letters from resident 18.1.14 regarding his status as Unreasonably Persistent Complainer and other issues - circulated to members

**11. To consider, review and amend as necessary**

**Standing Orders**

Resolved to defer for further consideration. Agenda

**Financial Orders**

Resolved to defer for further consideration. Agenda

**Unreasonably Persistent Complainer Policy**

Resolved to defer for further consideration. Agenda

**Publication Scheme**

Changes made to charge per A4 copy to .35p per page.  
 Clerk to alter and re-circulate. EP

**12. To Receive Reports from Councillors**

Review bottle bank situation Agenda

Upgrade of NCC Broadband EP

Footpaths had been checked and were accessible.

Suggestion with regard to moving the 40mph limit along the Felbrigg Road to the second section of houses. Clerk would speak with Highways. EP

**13. To Confirm the Date of the next meetings - commencing at 7.30pm**

**Annual Parish Meeting followed by the  
 Annual Parish Council Meeting Monday 19th May 2014**

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**Richard Seaward - Chair**

**19th May 2014**