

ROUGHTON PARISH COUNCIL ORDINARY PARISH COUNCIL 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 3rd November 2014 @ Roughton Village Hall @ 7.30pm

09/01/2015 12:00

Present: Mr Paddy Bennett (Vice Chair), Mrs Ann Arrow, Mr Tim Hunt, Mrs Chloe Bennett, Mrs Angela Francis, Mr Sean Crampsie and Mr Roy MacDonald

Apologies: Mr Richard Seaward (Chair)

Others: 8 Members of the public and John Blair - Felbrigg Parish Council
NCC - Hilary Cox, NNDC Sue Arnold and PCSO Elaine Roberts

As Richard Seaward had sent his apologies Paddy Bennett Chaired the meeting

ACTION

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**
All members expressed their personal interest in Agenda item 11 - Planning for Back Lane, Roughton ROU03

Paddy Bennett and Chloe Bennett - personal interest in donation to Village Hall - 8.1
2. **To consider apologies for absence**
Mr Richard Seaward - accepted by the Council
3. **To approve Roughton Ordinary Parish Council Minutes - 1st September 2014**
Resolved to approve.
4. **To consider and receive presentation from Mr John Blair - Felbrigg Parish Council in connection with proposed mini-roundabout on the Felbrigg/Holt Road junction**
Resolved to open the meeting to allow the presentation.

Mr John Blair introduced himself as Chair to Felbrigg Parish Council and gave a resume of the campaign to install a roundabout on the junction of the Felbrigg/Holt Road junction. Various meetings had been held with NNDC and NCC with both now agreeing that a "compact" roundabout would be the best option. The cost of this would be circa £120,000. Approximately 4,000 letters had been sent out requesting support for this initiative to local parishes and residents. The Parish Council were asked if they would be able to contribute a small financial donation towards this project. If successful this roundabout would enhance and improve the lives of local residents and alleviate pressure on the road systems around the area; a commitment by the 31st December would be appreciated.

The Chair thanked Mr Blair for his informative presentation and the Council indicated that they would support this initiative but a financial and firm decision would not be made until the January 2015 meeting.

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

A resident outlined their concern with regard to ROU03 and the issue with the traffic along Back Lane. The trees along the boundary line were also a problem with regard to long term maintenance and the responsibility of this.

The land owner of ROU03 informed that he would investigate this with his agent and respond to the Council/resident with the outcome.

Discussion took place on the land which was agreed to be signed over to the Parish Council under the 106. This again would be investigated and the Council would be informed if the 16th property hand over agreement could be reduced.

PCSO Elaine Roberts - reported that there had been 3 crimes since July 7th to 2nd November - 1 theft and 2 making off without payment. The next mobile police surgery will be held on Tuesday 25th November between 3-4pm. The current local priorities were discussed.

Sue Arnold, NNDC - reported that the Big Society Fund was still looking for requests to fund community projects. Empty homes - many have been brought back into use after being reported to the Housing Team. At the end of October evening car parking will be free. The closure of the Heinz site was being discussed at NNDC and a seminar is being arranged for the use of the land at Coltishall which will hopefully bring employment. Discussion is being undertaken with regard to the possibility of a Weatherspoons in North Walsham.

Hilary Cox, NCC - The Social Work team are working to empower people to be fosterers or become adopters of children. There is a survey being undertaken with regard to ideas on how to fill the budget gap. There have been changes made in central Norwich with regard to road access and parking and this will be a permanent alteration.

Discussion took place with regard to the none availability of a footpath along Chapel Road by the ex garage. Long term there would be a footpath however, during the interim period there needed to be a temporary solution. The Clerk would contact Highways and Alan Davidson to find out if this could be resolved in the short term. EP

Resolved to close the meeting to the public.

- 6. To consider and agree expenditure for repair of play equipment**
The Clerk outlined that as this was specialist equipment it was extremely difficult to obtain 3 quotations especially as the expenditure value was low. It was resolved to suspend financial standing orders in order to progress this matter quickly and for the benefit of the community.

NGF who had installed the equipment had produced a quotation of £1,350 to accommodate the work necessary on the play equipment.

However there was work which needed to be done on the Hally Gally and this was a specialist job which needed the necessary lifting equipment.

It had been suggested that as another Parish Council needed this work completed on the same item that the company undertake the work at the two locations with the charge being divided between the Parishes.

The Clerk would assess if this was feasible and approach the Council concerned. EP

It was resolved that delegated authority be given to the Clerk to arrange the work on the repair of the play equipment and revert to the Council with regard to the Hally Gally. EP

7. To report on Matters Arising

- 7.1 Police Report if not in attendance** - see Agenda item 5
7.2 Installation of defibrillator and housing - this had now been completed and the Council thanked Tim Hunt for his voluntary contribution towards the electrical installation. The Clerk would now register the unit with the necessary authority. EP
7.3 Installation of rubbish bin at Layby, Thorpe Market Road - completed
7.4 Plaque for notice board - waiting for correct wording
7.5 Meeting dates for 2015
The dates were handed out and they had been booked with the Village Hall.

8. Finance

- 8.1 To consider donation/contribution towards the maintenance of Roughton Village Hall**
Paddy Bennett informed that the Village Hall had been awarded £4,205 from the NNDC Big Society Fund. This funding would go towards the refurbishment programme and were seeking quotations for the flooring. It was resolved that this item be deferred until the next meeting when further information could be relayed to the Members. Agenda
8.2 To consider and review budget for 2015-2016 and set Precept
The Clerk outlined the budget which was discussed by Members. Consideration was given to the donation towards the proposed roundabout and a maximum figure of 1k would be allowed for this from reserves. The Clerk informed that there was still a high risk of an objection from a resident for the 14-15 Accounts and all present felt that this should be met from reserves rather than put up the Precept. Thought was also given to the possible reduction in the income from the Bottle banks and grant from NNDC which this year was reduced by 15%. It was resolved that the Precept request be as follows:
Precept £7,236 - NNDC grant of £764 total request £8,000. EP

8.3 To consider donation to Royal British Legion
Resolved that £75 be donated to this under S137. EP

8.4 To approve payments		
PAYEE	AMOUNT	CHEQUE
Just the Job (Sept/Oct/Nov)	£131.00	174
Secret Gardens repair of bus shelter wall	£95.00	175
Cheerful Web Design	£36.39	176
Glasdon - bin on Thorpe Market Road	£154.47	177
Roughton Village Hall	£119.00	178
Elaine Pugh - (salary and expenses)	£481.99	179

Funds received

UK Power Networks	£67.00
NNDC (2nd tranche)	£3,999

Resolved to pay enbloc

9. To consider and review correspondence

NNDC - recycling information
NALC Information
NCC - re budgets and priorities for 15/18
Norfolk Accident Rescue - request for donation Agenda
NCC - Parish Partnership Scheme
Felbrigg Parish Council re Felbrigg Junction
NGF - quotation for play equipment maintenance
Roughton Church - request for donation Agenda

10. To consider replacement caretaker for Roughton - 1 hour per week

The Clerk outlined that Mr Caton would be retiring in December.
Delegated responsibility to source a caretaker was given to the Clerk. Agenda

11. To consider and review planning applications

14/0986	Land at Back Lane, Roughton	Erection of 30 dwellings with open space to provide sports pitch, wetland habitat, space for community facility, car park and footpath link to village	See separate note below*
14/0945	Sunnyside, Chapel Road	Retention of partially constructed single-storey ext	With NNDC
14/1185	Flint Barn, Back Lane	Reinstatement of vehicular access	With NNDC
2014/1016	Rush Poultry, Norwich Rd	Construction of and use of land as a community composting scheme on unutilised land - About with Friends	With NCC
14/0824	Hill House Farm, Norwich Rd	Demolition of dwelling and erection of replacement four storey dwelling	REFUSED BY NNDC
14/1389	The Cottage, Back Lane	Erection of 2 storey rear ext and single storey side ext	No comments from Parish Council - Clerk to inform

*** The Parish Council agreed to comment on the following with regard to ROU03 -**

1. To ensure that the mature trees/hedges would be maintained by the landowner. To agree the way forward to do this along the boundary adjoining the 1st property at Orchard Close - currently owned by Mary Granville-White.

The concern is that when the 6ft fence is installed access to the trees will be via the land owner on Orchard Close and these will become their responsibility. These trees/foliage are situated and owned by the landowner of ROU03.

2. To agree handover of the land and football pitch from the owner to the Parish Council prior to the 16th house being occupied -under the 106 Heads of Terms Agreement.
3. Confirmation that the "infiltration basin of 445m2" will be able to accommodate the level of water which will impact this and the surrounding area.

12. To Receive Reports from Councillors

The "old" bottle banks have not been removed from the New Inn - the Clerk would inform NNDC of the situation. EP

There were issues with parking outside the New Inn with cars not being able to get through.

Clerk would discuss this with Highways. EP

The management of the glass bins at Morrisons was now under the remit of the "Craze Kidz Club". The next session of "Old meets Young" where a meal is provided will be on 30th November 2014.

The condition of Old Turnpike was outlined and the Clerk would report this to Highways. EP

**13. To Confirm the Date of the next meeting -
Ordinary Parish Council Meeting Monday
5th January 2015 - 7.30pm Roughton Village Hall**

There being no further business the meeting was closed at 2039.

Richard Seaward

DATE: 5th January 2015