

# 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 1st September 2014 @ Roughton Village Hall @ 7.30pm

08/11/2014 20:49

- Present:** Mr Richard Seaward (Chair), Mrs Ann Arrow  
Mr Tim Hunt and Mrs Chloe Bennett
- Apologies:** Mrs Angela Francis, Mr Sean Crampsie, Mr Paddy Bennett  
and Mr Roy MacDonald
- Others:** 3 Members of the public and NNDC Sue Arnold

## ACTION

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**  
Personal interests were lodged with regard to item 9.1 from Mr Richard Seaward and Mrs Chloe Bennett.  
No others were declared.
2. **To consider apologies for absence**  
Mrs Angela Francis, Mr Sean Crampsie, Mr Paddy Bennett and Mr Roy MacDonald - these were accepted by the Council.
3. **To approve Roughton Ordinary Parish Council Minutes - 7th July 2014**  
Resolved that these be approved and would be placed on to the website. EP
4. **Resolution to adjourn the meeting for public participation, Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**  
Resolved to open the meeting:  
  
Sue Arnold, NNDC outlined the new waste system from October 2014 and informed that the new election registration system is in progress.  
  
Resolved to close the meeting.
5. **To consider purchase and installation of additional rubbish bin near to the Thorpe Market Road layby**  
Consideration was given to this matter and it was resolved that the Clerk be given delegated authority to purchase and spend up to £300 on a bin similar to the one at the play area. This would then be installed near to the layby along the Thorpe Market Road. EP

**6. Review of Roughton Common regarding installation of bollards to prevent parking on the area**

The Council discussed this matter and the problem with parking on the Common really only seemed to be an issue in the summer months. The No Parking Sign was being cleared off by the Rangers. It was resolved to monitor this situation for the foreseeable future.

**7. Review and consider location and funding for new notice board**

The Clerk outlined the cost of a new notice board would be approximately £800 - £1,000 depending on type. At the present time it was considered that 3 notice boards were sufficient for the Parish and it was resolved not to progress this item. However, it was resolved that the plaque in Memory of Arthur Goldsmith be placed onto the notice board at the school. The Clerk was given delegated authority to progress this. EP

**8. To report on Matters Arising**

- 8.1 **Police Report if not in attendance**  
No report was forthcoming and the Clerk would chase this.
- 8.2 **Felbrigg Road footpath (FP6) - Highways and NNDC informed**
- 8.3 **Confirmation of updated Standing, Financial and Unreasonably Persistent Complainer Policy**
- 8.4 **Defibrillator and housing - received awaiting installation by Tim Hunt**
- 8.5 **Trees along the Common - these have been trimmed back**
- 8.6 **Additional notice board - approximately £800 - £1,000**
- 8.7 **Hully Gully - repaired**
- 8.8 **ROU03 - an outline planning application was due to be lodged at NNDC in the near future.**
- 8.9 **Overnight Parking and retail caravan outlet in Old Turnpike -**  
This had now closed down.

**9. Finance**

- 9.1 **To consider donation/contribution towards the maintenance of Roughton Village Hall**  
Resolved to defer until November after outcome of funding applications is known. EP

- 9.2 **Annual Audit - 2013-2014 - approved by Mazars**  
The Clerk outlined the Auditors report.

- 9.3 **To approve payments**

Payee	Amount	Cheque
Community Heartbeat Trust (cabinet)	£1,284.00	166
Community Heartbeat Trust (defib repair)	£368.40	167
Norfolk Games & Frames	£108.00	168
Secret Gardens (tree trimming)	£160.00	169
The Play Inspection Company	£71.94	170
Just the Job (June/July £55 + July/August £88)	£143.00	171
Elaine Pugh - (salary and expenses)	£412.64	172
Kevin Richardson - grass cutting	£280	173

**Funds received**

NNDC - glass recycling credits £403.20

**Resolved to pay enbloc**

**10. To consider and review correspondence**

Clerks and Councils Direct  
NNDC - Individual Electoral Registration  
Norfolk Police re "Pop's" Fruit and Veg

**11. To consider and review planning applications**

14/0677	Land adjacent to Woodlands, Cromer Road	Erection of single-storey-dwelling	REFUSED BY NNDC
14/0824	Hill House Farm, Norwich Rd	Demolition of dwelling and erection of replacement four storey dwelling	No objections from the Parish Council
14/0830	Long Barn, 6 Flaxmans Farm	Inst of air source heat pump	Permitted

**12. To Receive Reports from Councillors**

The Clerk gave a resume of the Play Inspection Report and that there were minor issues with a couple of the pieces of play equipment. The Clerk was requested to obtain an estimate from the play provider for the repairs. EP

**13. To Confirm the Date of the next meeting -  
Ordinary Parish Council Meeting Monday  
3rd November 2014 - 7.30pm Roughton Village Hall**

**There being no further business the meeting concluded at 19:47.**

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**Richard Seaward**

DATE: 3rd November 2014