

# **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 2ND NOVEMBER 2015 @ ROUGHTON VILLAGE HALL @ 7.30PM**

08/12/2015 12:09

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

**Apologies:** None

**Others:** Sue Arnold-NNDC, Hilary Cox-NCC and  
4 members of the public

A member of the public requested if they could film the meeting and was informed as it is a public meeting then, they were able to record.

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**  
Paddy Bennett and Richard Seaward Agenda item 8.4  
donation to Roughton Village Hall - personal interest
2. **To consider apologies for absence**  
There were none to consider.
3. **To approve Roughton Ordinary Parish Council Minutes - 7th September 2015**  
Resolved to approve.
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** updated the Council on the reserves at NNDC and informed that the targets set for performance were generally being met. A new contract has now been signed with CAB and it will be offering a different type and style of service from January 2016.

**Hilary Cox** outlined that there were big cuts at the County Council and libraries were being reviewed. It was hoped that electronic systems would assist in saving this service. There were 3 planning workshops being held which lead on from the recent Standards Training events. The winter campaign was underway with 51 lorries, 7 domes of salt with 2,000 miles of roads to be covered. The gritting map is on the website together with the locations of grit bins. A contract has been signed for access to high speed broadband and it is hoped that 80% of homes will be receiving up to 24 megs per second. The deadline for registering public rights of way was being promoted. There was discussion regarding footpaths and cutting back. The Felbrigg roundabout had a funding gap of approximately 100k and this needed to be found by March 2016.

**The Clerk read out the Police report** - there had been one crime since the last meeting - making off without payment. Calls to Police by members of the public amounted to 25. Mobile Police surgery will be held on Wednesday 18th November from 10 am. The current priorities were detailed.

**Members of the public** outlined their concern for the "grouping" of bikers on the Fish and Chip car park and that they were speeding up and down the main Norwich Road. The Clerk would inform the Police of this issue and write to the business owner to inform them of residents' distress. EP

There were issues with people parking in Old Turnpike whilst they went to Norwich. There was little which could be done as this was a public road. However, users were parking haphazardly and causing issues with deliveries to homes. The Clerk would inform the Police and Highways. EP

**Resolved to close the meeting**

## 5. To report on Matters Arising

- 5.1 **Police Report if not in attendance**  
Agenda item 4 refers.
- 5.2 **Plaque for notice board** - Richard Seaward to chase this up.
- 5.3 **Community Heartbeat Training** - to be amalgamated with another Parish Council who are waiting for the delivery of their defibrillator.
- 5.4 **Notice board** - upgrade of footpath signage  
The Clerk had the necessary elements and would try and find a solution to encapsulating the footpath map.
- 5.5 **Community Right to Bid** - New Inn - this had been acknowledged by NNDC and lodged with them on their listings.
- 5.6 **ROU03 - draft agreement for 106** - NPLAW had contacted the developer's solicitor and they were waiting confirmation that they would pay the legal fees on behalf of the Council.
- 5.7 **Advertising along verge at Groveland** - informed Highways ref 523715  
Highways had investigated and had no issues.
- 5.8 **Response to Local Plan** - letter circulated and acknowledged by NNDC
- 5.9 **Work/grass cutting at Old Mill Road** - completed by volunteer. Highways had also attended and cut back the hedge. The Clerk had also requested that the hedge be heavily cut down in height. Highways were contacting the landowner. The pond had also been cleared by the volunteer.
- 5.10 **Re-varnishing of benches within village** - completed

## 6. To consider and review correspondence

Mark Burghall - Victory Housing (circulated) re development of the "Old Garage Site"  
Highways requests for the Rangers  
Code of Conduct complaint/investigation by NNDC  
Norfolk Police - Community Speed Watch literature  
East Anglian Air Ambulance - request for donation - Agenda  
NPlaw re funding of Council's legal advice in  
respect of ROU03 - 106  
NNDC - re Community Right to Bid - New Inn Public House

## 7. To consider and review Planning

15/1341	Roughton Motor Co, Chapel Rd	Erection of 9 dwellings to include associated infrastructure, access and parking 15/0058 refers	No objections by the Parish Council
15/1419	The Cottage, Thorpe Market Rd, Roughton	Installation of 10kw ground mounted solar pv array	No objections by the Parish Council
15/1222	Primrose Farm Barns, Back Lane	Erection of extension and alterations to garage to create snug	With NNDC
15/1273	The Cottage, Back Lane, Roughton	Erection of single and 2 storey ext to dwelling	With NNDC
15/0524	Hill House Farm, Norwich Rd	Demolition of existing detached 3 storey dwelling and erection of 3 storey detached dwelling with basement	Permitted
15/0931	Keepers Retreat, Old Turnpike	Erection of detached bungalow and associated access	Permitted
15/0987	The Woodlands, Felbrigq Rd	Erection of single storey front and rear ext and detached car	Permitted

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## 8. Finance

- 8.1 To consider, review and agree Precept for 2016-2017**  
 The Clerk had circulated a budget to Members for their consideration and had asked that any ideas/projects be forwarded. Members discussed the figures presented to them and as there were sufficient reserves at this time it was resolved the Precept be £7,335 plus the £665 grant - total request £8,000. Members were made aware of their financial obligations regarding minimum wage, pensions, employment and sickness cover and a need to maintain good reserves for the stability of the Council. The Precept request form was completed and signed. EP
- 8.2 To consider and agree donation to Royal British Legion (S137 - 14/15-£75)**  
 It was resolved that the donation remain at £75.00. EP
- 8.3 To consider donation to East Anglian Air Ambulance (S137 - 14/15-£nil)**  
 The Clerk read the letter received requesting a donation. Members all thought that this was extremely worthy and necessary service. Various Members outlined figures with one member proposing a donation of £250 which was not supported. A counter proposal was proposed of £300 and this was supported. It was resolved that a cheque be raised in the amount of £300. Clerk to arrange. EP
- 8.4 To consider donation/contribution towards the maintenance of Roughton Village Hall (if required)**

The meeting was opened to allow members of the public and Members of the Council with personal interests to discuss this community issue and advise the Council on this matter.

Paddy Bennett outlined the situation with regards to the flooring and the general overhaul of the Village Hall which was currently in progress. There was an approximate gap in funding of £600 which would need to be found for completion of the project.

Members all considered this with one member stating that they felt extremely strongly that the Council must support the village hall and that it was well used by the Community.

Councillors were in agreement and it was resolved that a donation be given to the Village Hall of £300 towards the completion of the refurbishment plan.

It was resolved to close the meeting to the public -  
 Richard Seaward and Paddy Bennett did not vote on this Agenda item.

**8.5 To approve payments**

Payee	Amount	Cheque
Shane Scarff - caretaker - Sept	£203.94	212
Indigo (bottle bank collections)	£24.60	213
Elaine Pugh (salary & expenses)	£465.95	215
Royal British Legion (S137)	£75.00	216
Shane Scarff - caretaker - Oct	£50.00	218
Kevin Richardson - grass cutting	£140.00	219
East Anglian Air Ambulance (S137)	£300.00	220
Roughton Village Hall	£300.00	221
<b>Funds received</b>		
NNDC - Precept	£4,000	
UK Power Networks	£69.00	

Resolved to pay enbloc

**9. To Receive Reports from Councillors**

A suggestion was put forward to clean the Pond on Roughton Common. The Clerk would investigate this and advise the Council prior to the next meeting. EP

Pot holes needed to be reported along Chapel Road near to NR11 8QP. The Clerk would report these. EP

**10. To Confirm the Date of the next meeting -  
Roughton Parish Council Ordinary Meeting on  
Monday 11th January 2016 - 7.30pm Roughton Village Hall**

**THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT  
8.30PM.**

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**RICHARD SEAWARD - CHAIR**

**11TH JANUARY 2016**

