

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 25TH JULY 2016 @ 7.30PM ROUGHTON VILLAGE HALL

07/09/2016 13:29

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

Apologies: Mr Sean Crampsie

Others: Alan Irvine - ROU03

3 members of the public were present

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**
Anglea Hewett outlined her personal interest in Agenda item 8 - with regard to planning application numbers 16/0818 and 0819.
2. **To receive requests to record the meeting via visual/audio**
No requests were received.
3. **To consider apologies for absence**
Mr Sean Crampsie - accepted by the Council.
4. **To approve Roughton Annual Parish Council Minutes - 16th May 2016**
Resolved to approve.
5. **Resolution to adjourn the meeting for public participation, Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**
Resolved to open the meeting to the public.
A member of the public outlined their concerns with regard to the new access created onto the bridleway on Chapel Road without consent. The Council were aware of the issue and had alerted the relevant authorities who were dealing with the matter.
The Clerk agreed to chase this through via NNDC and the District and County Councillors. EP

As Alan Irvine was present it was agreed that Agenda item 9 be brought forward and the meeting left open for the public to discuss this item.

9. **To consider and approve the 106 agreement relating to land at Back Lane Roughton**
Alan Irvine outlined that the 106 agreement had been amended in line with the various requests of the Parish Council. Members discussed the agreement and were of the understanding that the Council would receive £36,000 to manage the land under the 106 schedule. The monies needed to be allocated to be spent after the 10 year period. On this basis the Council resolved that they were prepared to sign the 106 on behalf of the community.
Resolved to close the meeting to the public.

6. To report on Matters Arising

6.1 Police Report if not in attendance

7 crimes had been reported since the last meeting with 53 calls to the Police. The current priorities were outlined. The Police had tried to undertake speed checks however were unable to as the parked cars interfered with the radar. The minute man could also not be deployed as the road is too busy to place tubes along it. It was suggested that the Council may like to set up a community speedwatch team or utilise a SAMII unit. The Clerk would ask the Police to try again and were not keen to progress speedwatch or SAMII EP

6.2 Notice board - upgrade of footpath signage - with Photoworx

Still being investigated. EP

6.3 Pond on Roughton Common - waiting Tree surgeon to attend Clerk to chase again.

EP

6.4 Management of Defibrillator - Sean Crampsie

This appeared not to have been transferred and the Clerk would remind the First Responders again to action this. EP

7. To consider and review correspondence

NCC - Parish Partnership Scheme

Clerks & Councils Direct

NNDC - confirmation of new road name of Davison Way

Letter from resident regarding Bridleway

NNDC regarding agreed funding on Felbrigg Roundabout

Caretaker - resignation

Jane Linley re 106 agreement (circulated to members by email)

Electoral Review for Norfolk

NCC re caravan parked on the Highway

Pensions regulator

Resident regarding his membership of the Poppyland Partnership

8. To consider and review Planning

16/0818	Land adj to Keepers Retreat, Old Turnpike	Erection of 4 bedroomed bungalow with garage	Objected to by PC due to increase in bedrooms
16/0819	Land adj to Keepers Retreat, Old Turnpike	Erection of single storey 4 bedroom dwelling, garage and access	Objected to by PC due to increase in bedrooms
16/0833	The Woodlands, Felbrigg Rd	Erection of single storey pole barn	With NNDC
15/0553	Ember Cottage, Heath Lane, Roughton	Non material amendment - to move doors from side to gable end and window on gable end side	Approved
16/0601	6 Goose Green, Thorpe Market	Erection of single-storey rear ext	With NNDC
16/0625	101 Compit Hills, Cromer	Conversion of double garage to form self-contained annexe	With NNDC
16/0494	Grove Farm House, Back Lane	Internal alterations to facilitate installation of through floor lift from ground floor hall to first floor landing	Consent
15/0405	Maybeck Cottage, 61 Chapel Road	Non material amendment to change windows from timber to white PVC	Approved
16/0370	The Ark, Chapel Rd, Roughton	Erection of 2 storey detached dwelling	Refused
16/0387	Six Acres Caravan Site	Siting of 2 additional static caravans on existing site	Permitted
16/0140	Land at rear of former Roughton Motor Co	Erection of 12 affordable dwellings, infrastructure and associated parking and turning (reserved matters)	Approved
15/1341	Roughton Motor Co, Chapel Rd	Erection of 9 dwellings to include associated infrastructure, access and parking (reserved matters) - relating to permission 15/0058	Approved
16/0399	Roughton Motor Co, Chapel Rd	Reserved matters submission of landscaping details (PO 15/0058)	Approved

16/0345	Fern House, Chapel Rd	Creation of new vehicular access to front of the property	Permitted
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*The meeting was opened to the public to allow Mrs Angela Hewett to outline her concerns with the increase in bedrooms relating to 0818 and 0819 and the issues it would cause. The members discussed this planning application and resolved that the Council would object on the grounds of over development of the area and the additional vehicle movements and noise this would cause to the local residents. (Mrs Hewett did not vote on this matter).

10. Finance

10.1 To review internal audit report from Ros Calvert and agree actions
The Council reviewed the internal auditor's report and agreed that the following actions take place:

- a) The Financial Regulations are reviewed.
- b) The Clerk's role as RFO be added to the job description
- c) A review of salary is undertaken

10.2 To consider and respond to Pension information regarding staging date (letter to be signed by Chair)

The Clerk had prepared a letter which outlined that the Council did not qualify in offering a pension to the Clerk.
Clerk to inform the Pension regulator. EP

10.3 To approve payments

Payments	Amount	Cheque
Douglas Madeley		
- mole control Feb/March/April/May	£260.00	244
NNDC - litter bin emptying	£262.08	245
Shane Scarff - caretaking	£52.00	246
Indigo Waste	£9.60	247
D T Overton Pest Control	£200.00	248
Elaine Pugh - Clerk	£466.17	249
Funds received		
HMRC	£99.37	

Resolved to pay enbloc

11. To Receive Reports from Councillors

A temporary generator would be placed onto the village hall car park by UK Networks in due course.

The bench still needed to be installed - Mrs Ann Arrow would ask a volunteer to undertake this. AW

Cars around/on the common utilising the fish and chip shop - this was still being monitored as no real solution could be found.

Pot holes along Back Lane and Carr Lane, Turnpike Lane. EP

Foliage around signage by the school signs needed to be removed. EP

Grass to be cut outside the garage - although it was an NCC responsibility the Parish Council were cutting this on an adhoc basis.

EP

12. **To Confirm the Date of the next meeting -
Roughton Parish Council Ordinary Meeting on
Monday 5th September 2016 - 7.30pm Roughton Village Hall**

There being no further business the meeting was concluded at 8.45pm

RICHARD SEAWARD - CHAIR

5th September 2016