

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 7TH NOVEMBER 2016 @ 7.30PM ROUGHTON VILLAGE HALL

11/11/2016 14:40

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

Apologies: Mrs Ann Arrow

Others: Sue Arnold - NNDC, No members of the public were present

1. **To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**
None were received.
2. **To receive requests to record the meeting via visual/audio**
None were received.
3. **To consider apologies for absence**
Mrs Ann Arrow - accepted by the Council. No other apologies had been received.
4. **To approve Roughton Ordinary Parish Council Minutes - 5th September 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.

Sue Arnold, NNDC - informed that the Felbrigg roundabout should commence early in 2017 and the crematorium should be opened in the New Year. 3 members of staff including the CEO had left NNDC and the 2 current directors are working together to fulfil the role. This will save the Council along with other changes approximately 240k per annum. The Local Plan is being developed and currently underway. Discussion took place on the final location of Cromer Football Club however, no decisions had been made. Attention was drawn to the application for an alcohol license for Cromer Hall to serve as a location for festivals. Members were extremely concerned about this information and the Clerk would investigate further and forward details to the Members. A response was needed by the 19th November. Members spoke about their issues with the planning application at Kismet which appeared to have progressed prior to the planning permission being given - Sue Arnold would investigate this. EP

Resolved to close the meeting to the public.

6. **To report on Matters Arising**
 - 6.1 **Police Report if not in attendance**
The Police report had not been forthcoming and the Clerk would chase this and forward to Members. EP

- 6.2 Notice board - upgrade of footpath signage**
The members considered this and the various options and it was agreed that the signage should be re-installed. The Clerk was asked to apply to the NNDC Big Society Fund for the purchase and installation costs for the signage. The cost would be approximately £800. EP
- 6.3 Pond on Roughton Common - Instructions given to Tree Surgeon and waiting for report - Clerk to chase again. The Clerk had repeatedly chased this and would continue to do so.** EP
- 6.4 Management of Defibrillator - this has been handed over to Sean Crampsie to manage and upload information onto the CHT website. New pads had been purchased as the expiry date had passed.**
- 6.5 106 Agreement - land at Back Lane - completed and signed**
- 6.6 Bridleway adjacent to Chapel Road - still no update at the present time. The Clerk would write to the Enforcement Team again at NNDC.** EP
- 6.7 Pot holes at Carr Lane, Back Lane and Turnpike Lane - reported to Highways**
This work had finally been completed and there were outstanding issues with road signage along Roughton Road which was being dealt with.
- 6.8 2017 Meeting Dates to be circulated and placed onto website.** EP

7. To consider and review correspondence

- NNDC - BT Payphone removal -
225 Roughton Road - no calls and at bus shelter, Roughton Rd - 27 calls
Members discussed the volume of calls and agreed that there was little which could be done to save the telephone box considering the number of telephone calls over the past 12 months
- NNDC - re removal of paper plans from planning process - noted and members were not enamoured with the solutions being offered
- Vattenhall wind energy site - potential surveying
- Defibrillator training and associated costs - members did not want to pursue This training option
- St Marys Church - request for funding - noted and on Agenda
- NNCommunity Transport - request for funding - noted and on Agenda

8. To consider and review Planning

16/1488	Kismet, Cromer Rd	Single storey ext to side, render to walls of existing property	No objections but comments were made that the work had nearly been completed.
16/1480	Six Acres Caravan Site	Siting of 1 static caravan	No objections
16/1465	3 Orchard Farm Barns, Back Lane, Roughton	Erection of single storey side ext and creation of first floor over existing car port	No objections
16/1425	The Stables, Primrose Farm Barns, Back Lane	Change of use- conversion of 3 bay garage to holiday accommodation	No objections
16/1310	Hill House Farm, Norwich Rd	Construction of detached car port/log store/covered decking	With NNDC
16/1244	Jonas Farmhouse, Cromer Rd	Insertion of dormer window and balcony to south elevation	With NNDC
16/1130	Roughton St Marys Endowed Primary School, Chapel Rd	Erection of replacement pre-school nursery building (including demolition of existing building)	Permitted
16/1100	Royall Cott, Heath Lane	Erection of garage to side of dwelling to replace timber store	Permitted
16/0818	Land adj to Keepers Retreat, Old Turnpike	Erection of 4 bedroomed bungalow with garage	Permitted
16/0819	Land adj to Keepers Retreat, Old Turnpike	Erection of single storey 4 bedroom dwelling, garage and access	Permitted
16/0601	6 Goose Green, Thorpe Market	Erection of single-storey rear ext	Permitted

9. Finance

9.1 To consider and agree Precept for 2017-2018

Members reviewed the proposed budget and agreed that although expenditure may exceed the Precept request; at the present time reserves were sufficient. It was resolved that the precept be set as follows: £7,408 precept with Central Government Grant of £592 total request £8,000. Clerk to complete and forward paperwork. EP

9.2 To consider and agree contribution towards the RBL Poppy Appeal

Resolved that £50 be given as a donation under S137.

9.3 To consider donation to St Mary's Churchyard maintenance (14/15 £200 - 15/16 no donation)

Resolved that £200 be donated.

9.4 To consider donation to North Norfolk Community Transport

Members considered this request and were of the opinion that this was an excellent service which supported our older generation.

A grant of £100 was agreed.

9.5 To consider report from Play Inspection and allocate expenditure for necessary and essential repairs

The Clerk outlined the play inspection report and highlighted the various issues which needed to be addressed. Due to the nature of the equipment it was extremely difficult to get comparison quotations as there were no local suppliers. It was resolved to suspend Financial Orders and accept the quotation from NGF to complete all the necessary repairs. The total cost amounted to £1,800. EP

9.6 To consider returned Annual Governance Statement from External Auditor

The Clerk read out the comments from the External Auditor which outlined that the Government Grant needed to be reported separately. The document had been signed off and approved by Mazars.

9.7 To approve payments

Amount	Payee	Cheque
150.00	Mazars	254
52.00	Mr M Kinder	255
11.04	Indigo Waste	256
75.00	Play Inspection Company	257
107.50	DT Overton (mole)	258
	VOID	259
38.78	Mr D Cheer	260
84.00	Roughton Village Hall	261
482.28	Elaine Pugh	262
81.54	CHT (Defibrillator)	263
50.00	Royal British Legion – S137	264
200.00	St Mary's Church	265
100.00	NN Community Transport	266

Resolved to pay enbloc

10. To Receive Reports from Councillors

Old Turnpike - needed the roadway swept of debris deposited/left by the builders at the plot adjacent to Keepers Retreat. EP

A community lunch was being held on 27th November and this would be a Christmas lunch. Donations at the end are appreciated.

Members discussed the issues currently under review in connection with the possible move of Cromer Football Club to Roughton. This was a rumour and as yet no official decisions/confirmations had been discussed.

Concerns were raised with regard to the Cromer Hall license for a 3 day music festival to be held at 2 fields near to/adjacent to the property. Members were against the application and asked the Clerk to write to NNDC and find out further information. EP

11. **To Confirm the Date of the next meeting -
Roughton Parish Council Ordinary Meeting on
Monday 9th January 2017 - 7.30pm Roughton Village Hall**

There being no further business the meeting concluded at 8.35pm

Richard Seaward - Chair

9th January 2017