

# ROUGHTON PARISH COUNCIL

## ORDINARY PARISH COUNCIL MEETING

MINUTES - MONDAY 4<sup>th</sup> November 2024 @ Roughton Village Hall at 7.30pm

**Present:** Mr Paddy Bennett (Chair), Mrs Julie Howes (Vice Chair),  
Mrs Ann Arrow, Mrs Michelle Hewett, Mr Richard Seaward  
Mr David North-Graves, Mr Roy MacDonald

**Others:** Tim Adams - NCC

1. **To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**

Graham Hewett had sent his apologies - personal - accepted by the Council.

2. **To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.**

There were no interests declared or dispensations authorised.

3. **To approve Ordinary Parish Council Minutes 2<sup>nd</sup> September 2024**

These had been circulated, it was resolved that they be signed by the Chair.

4. **Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)**

*Members of the public are invited to give their views on Parish affairs at the discretion of the chair. A 10 minute allowance is given for this purpose.*

**Tim Adams, NCC** - informed that the car parking scheme for Brownsfield would commence over the next few weeks. Discussion took place on the Local Plan and this would be going out for consultation in due course. The Government had allocated additional housing to North Norfolk.

The VAS on the Norwich Road would be investigated further and may need replacement or removal. EP

5. **To review and consider Planning if received**

24/1661	212 Roughton Road	Single Side exts	Approved
24/1464	248 Roughton Road	Single side/rear ext	Approved
24/1856	Springhaven, Norwich Rd	Revision of works	Objected

6. **To adopt the reviewed Standing and Financial Orders as circulated**  
Council resolved to adopt the Standing and Financial Orders. EP

7. **Matters Arising and Monthly updates and for information only:**

7.1 **Defibrillator** - New Inn - new battery installed.

7.2 **Replacement notice board at Roughton Road** - completed  
Notice board at School to be refurbished - to be done. EP

### 7.3 SAM2 - movement and transfer

LOCATION	FROM	TO	TOTAL VEHICLES	85th PERCENTILE SPEED MPH	Speed limit	AVERAGE SPEED MPH
Felbrigg Rd-facing Felbrigg	26.08.24	27.09.24	308,248	39.00	40	32.99
Felbrigg Rd-facing Roughton	03.09.24	01.10.24	117,504	38.4	40	32.7
Thorpe Market	01.10.24	01.11.24	69,140	34	30	28.5

The figures were discussed and it was agreed that the next two locations would be Back Lane and outside Jonas Farm.

### ROUGHTON COMMON

#### 7.4 Parking

The parking this year on the common had not been as bad as previous (apart from the incursion from the Travellers). It was noted that parking was being pushed elsewhere and this would be monitored.

#### 7.5 Installation of posts around Roughton Common - completed

### HIGHWAYS MATTERS

#### 7.6 NCC Parish Partnership Scheme

Members discussed the possibility of applying for a replacement VAS along the Norwich Road. The Clerk would liaise with Highways and Tim Adams as to the viability of this. Council would be informed and an application if appropriate put forward.

**7.6.1 Parking at Brownsfield** - due to commence imminently.

**7.6.2 New application for white village Gates at boundary Cromer/Roughton Road** - application made to Highways/PP Scheme

#### 7.7 Highways outstanding tickets

Tim Adams/ 90025741	Speed limiter Norwich Road To be actioned / and resolve the problem - waiting for UK Power Networks to resolve	Reported - 13.4.23 Waiting UKPN Chased August 2024 - Being investigated
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#### 7.8 2025 Meeting dates - to be circulated

### 8. To consider and review correspondence

Lloyds Bank - information	Noted
Post Office - re display of opening hours	Refer to MP
Resident request to have foliage cutback from footpath	Caretaker
Resident regarding use of Roughton Common-turning point	Response agreed

### 9. To consider Financial Matters

#### 9.1 To consider donation to Royal British Legion - S137 payment (2022-2023 £100)

Resolved that £100 be donated.

#### 9.2 To agree expenditure for the replacement Blue Plaque to be located at the New Inn - (£250)

The Clerk had circulated the information relating to this and it was agreed that £250 be allocated for this purpose. The Clerk would organise.

EP

**9.3 To receive bank reconciliation and note receipts and review reserves**

The reconciliation was discussed and members noted reserves.

**9.4 To agree payment schedule and approve payments**

Royal British Legion	£100.00
Elaine Pugh	£723.20
CHT – battery	£213.00
Kevin Richardson	£337.00
Secret Gardens (posts/noticeboard)	£1,134.40
Mick Kinder	£16.00
HM Revenue & Customs	£63.40

**Resolved to pay enbloc.**

**10. To consider the installation of a new replacement fence at the play area**

The Clerk informed the Council that repairs were continually being made to the perimeter fence and it maybe beyond expected lifespan. An allocation in the 25-26 budget had been made for approximately £4,000 towards a replacement fence. Members considered this at length and the Clerk would start sourcing quotations over the next few months to confirm cost. The Play Inspection Report had been arranged and the document was due imminently.

**11. To review budget/expenditure to date and set Precept - 2025-2026**

The Clerk had circulated a proposed budget. Members considered the document and discussed various options; it was clear that reserves going forward into 2026-2027 would be lower than anticipated. Council resolved to increase the Precept by (£1,000 - 8%) equating approximately to £3.13p per annum based on a “D” Band household.

EP

**12. To Receive Reports from Councillors and items for the next Agenda**

The Chair informed that the Fireworks at the School had been cancelled due to operational issues. It was noted that additional volunteers to the school needed to be sought.

**13. To confirm date of the next Meeting**

**Roughton Ordinary Parish Council Meeting -  
Monday 6<sup>th</sup> January 2025 - Roughton Village Hall @ 7.30pm**

There being no further business the meeting closed at 8.26pm.