

ROUGHTON PARISH COUNCIL
ORDINARY PARISH COUNCIL MEETING
MONDAY 7th September 2026
Commencing @ 7.30pm - Roughton Village Hall

YOU ARE SUMMONED TO ATTEND THE ABOVE MEETING
APOLOGIES TO THE CLERK IN ADVANCE
THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: _____ **31st August 2026**

Elaine Pugh Clerk to Council,
Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF
Telephone: 01692 402998 or email: Clerk@Roughtonparish.gov.uk

roughtonpc.info

AGENDA

1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting
2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.
3. To approve Ordinary Parish Council Minutes 6th July 2026
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.
5. Highways
 - 5.1 To consider approach by members of the public to support the initiative for an HGV restriction along the Thorpe Market Road
 - 5.2 To consider approach by a member of the public to support an initiative to reduce speed along the B1436 near to Hillside Lane
6. Matters Arising and Monthly updates and for information only:
 - 6.1 Defibrillator - New Inn
 - 6.2 SAM2 - review of statistics and transfer to new locations
 - 6.3 Bank signatories - completed

ROUGHTON COMMON

 - 6.4 Parking - continually being monitored
 - 6.5 Replacement bin on Roughton Common -completed

HIGHWAYS MATTERS

 - 6.6 Highways outstanding tickets -
1779-6207-6353-6439 Oak Tree, Chapel Rd - did not meet criteria
3634-8483-2509-2986 Old Turnpike - pothole infilled
9145-0336-4621-5683 Chapel Rd - signage/posts - programmed

7. To review and consider Planning if received

25/0492	Land West of Pine Tree Farm	550 dwellings plus accomm for elderly and playing pitch and ancillary use, associated infrastructure	Objected
26/0379	Woodview, Thorpe Market Road	Erection of single storey detached dwelling to replace lawful residential static caravan	Approved
26/1227	Rose Cottage, Chapel Rd	Erection of detached double car port in front garden/driveway with EV charger	Approved
26/0734	Ridgeview Barn, Church Loke	Replacement black timber windows and doors with aluminium	Approved
26/1420	Springfield House, 227A Roughton Road	Alterations to detached garage to facilitate conversion to domestic workshop/study	Approved
26/1431	Tigaroch, Old Turnpike	Removal of rear garden room and erection of replacement single storey rear extension	No comment
26/1526	Roughton Mill, Old Mill Road	Installation of 26 solar panels on roof of scout hut	No comment

8. To consider and review correspondence

9. To consider, review and confirm adoption of land from Broadland Housing re ROU03 (Back Lane)

10. To consider Financial Matters

10.1 To receive bank reconciliation and note receipts and review reserves

10.2 To receive year to date figures

10.3 To agree payment schedule and approve payments

11. To consider matters raised during Internal Audit

11.1 Standing Orders

11.2 Financial Orders

12. To consider document retention policy

13. To consider an application to the NCC Parish Partnership Scheme

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

15. To confirm date of the next Meeting

Roughton Ordinary Parish Council Meeting -

Monday 2nd November - Roughton Village Hall @ 7.30pm

SCHEDULE OF CORRESPONDENCE

ROUGHTON PARISH COUNCIL

SEPTEMBER 2026

PLEASE NOTE THAT THESE ITEMS ARE SUBJECT TO ADDITIONS PRIOR TO THE MEETING DUE TO THE LATE ARRIVAL OF CORRESPONDENCE AND INVOICES

Highways - Road resurfacing Norwich Rd 12 th Oct	Circulated
NCC - PP Scheme - to be continued	Circulated
Resignation of Councillor - noted	Circulated
Broadland Housing - re ROU03 - S106	Agenda item
Anglian Water - webinar	Circulated
Callum Ringer, NCC - re Crisis and Resilience Service	Circulated
Resident re B1436 - Hillside Lane - speed reduction	Agenda
Parking along the Thorpe Market Road junction	Actioned
Water Leak - (mini-roundabout)	Circulated
NCC - pothole repair re Old Turnpike	Noted-with Highways
Norfolk Police - drop in sessions	Circulated
Highways - repairs to Back Lane - Anglian Water	Circulated
NCC - Callum Ringer - August report	Circulated
Resident request re weight restriction on B1436	Agenda
Resident request to publish newsletter	Responded
Norfolk Police - SNT meeting 2 nd September 26	Circulated
NCC Parish Partnership Scheme	Agenda

SCHEDULE OF PAYMENTS

Payments made from Bank	
NPTS (membership)	86.40
Elaine Pugh (reimburse defib pads)	76.74
Payments to be authorised	
Countrystyle	10.50
Clerk	776.39
HMRC	162.00
Wix (hosting - reimburse to Clerk)	129.60