

ROUGHTON PARISH COUNCIL

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Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Minutes of the Ordinary Parish Council Meeting

Monday 4th September 2023 - Roughton Village Hall commencing @ 7.30pm

Present: Mr Paddy Bennett (Chair), Graham Hewett, David North-Graves, Shelley Hewett, Julie Howes, Ann Arrow, Richard Seaward and Roy MacDonald

Others: None

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

No apologies had been received all members were present.

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

There were no declarations made or dispensations granted.

3. **To approve Ordinary Parish Council Minutes 3rd July 2023**

It was resolved that these be signed by the Chair.

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

Resolved to open the meeting

The Clerk read out the report from Tim Adams - NCC. It had been noted that the surface dressing on Od Turnpike Road had not included the filling in of small pot holes. This would be chased with Highways. It was disappointing that this had not been undertaken in advance. The resurfacing will have an impact on the road overall.

Roy MacDonald reported that the B1146 Group were investigating the possibility of permitted footpaths and a survey was being completed.

The 106 Agreement for the development at the Fiat Garage was still being investigated as to the allocated £10k.

Resolved to close the meeting.

5. To review and consider Planning if received

23/1644	Sereynis, Back Lane	Single storey ext to north and south sides of dwelling	No objections
23/1710	Poppies, Thorpe Market Rd	Erection single storey detached garage	No objections
23/1014	Orchard Cottage, Roughton Rd	Change of use of land to Residential, erection of home office and improvement to access point	Approved
23/1375	Groveland Lodge	CLD - 7 static caravans used as dwellings	Approved
23/1213	Netherhill, Old Mill Rd	Erection of single storey side ext, front porch and detached garage/store and installation of external cladding	Approved

6. Matters Arising and Monthly updates and for information only:

6.1 Broadland Housing update - ROU03

No further update.

6.2 Notice Board at Mill Lane - reminder letter re-sent to Scouts

To date no response had been received.

6.3 Website - completed

6.4 Roughton Heath (copy of letter relating to keeping of animals)

- not issued yet and this would be monitored.

ROUGHTON COMMON

6.5 Parking - the additional poles seemed to be having an impact and there would be continued review of the situation.

6.6 Bench repair - slat missing - completed

HIGHWAYS MATTERS

6.7 NCC - White entrance gates - installation due by Highways

Clerk would chase.

EP

6.8 SAM2 - movement and transfer - unit now in ownership of Roughton Parish Council and insured. The figures had been downloaded and were discussed. The unit would be deployed at Thorpe Market Road in September and Jonas Farm, Roughton Road in October.

LOCATION	FROM	TO	TOTAL VEHICLES	85th PERCENTILE SPEED MPH	Speed limit	AVERAGE SPEED MPH	MAXIMUM SPEED MPH	Comments
Back Lane	04.07.23	31.07.23	3,390	32.7	30	26.57	50	09.07.23 @ 01.50
Felbrigg Road	01.08.23	27.08.23	113,978	37.9	40	31.90	65	13.08.23 @ 23.00

6.9 Highways outstanding tickets

900237240	Fingerpointer FP15 - missing - Roughton Common	Reported - 1.7.23 Work in progress
900233903	Fingerpointer - Back Lane Footpath	Completed
900229253	40mph speed limiter Norwich Road To be actioned / and resolve the problem - waiting for UK Power Networks to resolve	Reported - 13.4.23 Clerk to remind NCC

7. To consider and review correspondence and take action

The Norfolk Marathon April 2024	Circulated
PFK Littlejohn - notice of audit exemption	Noted
Came & Co - SAM 2 added to insurance policy	Noted
Resident re pointer sign at Common	Noted
Resident grass cutting along the A140 to school	Actioned
NCC - Road Closure-Thorpe Market/Roughton Rd	Noted
NCC - tree ownership	Circulated
Tim Adams Report	Noted

8. To consider an application to the NCC Parish Partnership Scheme for Highways improvements for 2024-2025

It was resolved that the Clerk investigates a set of white gates to be located at the entrance of Roughton near to the boundary at Compit Hills. A request for a price together with approval would be sought from Highways. It was noted that the Council were still waiting for the units to be installed along the Thorpe Market Road. EP

9. To consider Financial Matters

9.1 To receive bank reconciliation and note receipts and review reserves

This was received, reviewed, agreed and signed.

9.2 To agree payment schedule and approve payments

Cheques to be raised at meeting	
Elaine Pugh – (incl Wix payment) – Clerk	672.19
Countrystyle	£30.00
Steve Jackman – website	135.00
HM Revenue & Customs	117.00

Resolved to pay enbloc.

9.3 VAT reclaim

This had been claimed but as yet not received. The Clerk had reapplied to HMRC.

9.4 To consider projects/items for budget 2024/2025

This would be reviewed at the November meeting for Precept setting however, at this particular time no projects were forthcoming.

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

A house adjacent to the fish and chip car park had its entrance continually blocked by cars. This was a private matter and needed to be taken up with the business owner. It was advised that maybe stronger signage needed to be put in place.

The 20mph signs adjacent to the school needed their hedges cut both sides. Photos would be supplied to the Council and the Clerk would go and review the area and see if the Council's contractor can help. It may be necessary to write to the school as their hedge pushes users into the road. EP

The grass along from Heath Lane down to the School needed more regularly cutting and it was noted that a resident had cut this voluntarily. The Clerk would ask the amenity grass cutting contractor to complete this more frequently. EP

Community Asset List - The New Inn registration to be checked. EP

Brownsfield - Flagship are re-designing the car parking spaces.

11. **To confirm date of the next Meeting
Roughton Ordinary Parish Council Meeting -
Monday 6th November 2023 - Roughton Village Hall @ 7.30pm**

There being no further business the meeting concluded at 8.23pm.

PADDY BENNETT - CHAIR

6th November 2023