

ROUGHTON PARISH COUNCIL

ORDINARY PARISH COUNCIL MEETING

MINUTES

Monday 3rd July 2023 - Roughton Village Hall commencing @ 7.30pm

Present: Mr Paddy Bennett (Chair), Graham Hewett, David North-Graves, Shelley Hewett and Roy MacDonald

Others: 1 member (co-option) there were no other attendees

- 1. To consider apologies for absence - to note and approve apologies received by the Clerk prior to the meeting**
Ann Arrow - personal - accepted by the Council. No other apologies had been received.
- 2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations.**
Roy MacDonald represented NNDC and did not comment on planning.
- 3. To receive and acknowledge Annual Parish Minutes 22nd May 2023**
These had been circulated and acknowledged as received.
- 4. To approve Annual Parish Council Minutes 22nd May 2023**
It was resolved that these be approved and signed by the Chair.
- 5. Casual Vacancies - to co-opt members to fill vacancies**
An application to join the Council through co-option had been received and circulated to members in advance of the meeting. It was resolved that Julie Howes be co-opted onto the Council and the Acceptance of Office was signed with the Interests forms to be signed online with NNDC. EP
- 6. Resolution to adjourn the meeting for public participation - NNDC and County Councillor Reports (10 minutes allowance)**
Resolved to open the meeting to the public.

NNDC, Roy MacDonald - updated members on the work which he had been undertaking in the community. NNDC had appointed a S106 Officer. The monies from Dove Jefferies for the S106 were being investigated by NNDC (this related to the funds from the properties developed at the Garage). NNDC appointments included vice chair to the Development Committee, a member of both the Overview and Scrutiny Committee and the Standards Committee.

Resolved to close the meeting to the public.

7. To review and consider Planning if received

23/1213	Netherhill, Old Mill Rd, Roughton - erection of single-storey side ext, front porch and detached garage and inst of external cladding	No objections/ comments
20/1359	Spring Cottage, Thorpe Market Rd	Approved

8. **Matters Arising and Monthly updates and for information only:**
- 8.1 **Broadland Housing update - ROU03**
This was being actively pursued by NNDC however, no further information had been forthcoming.
 - 8.2 **Notice Board at Mill Lane** - written to the Scouts at the Mill - as yet there had been no response.
 - 8.3 **Website** - the upgrade of the website was a work in progress and would include a separate email address for the Clerk.

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8.4 Parking

All Councillors were monitoring the parking situation. Recently there had been vehicles parking on the footpath near to the junction/roundabout of the A140. Councillors were not keen to erect more strategically placed bollards at the location. A review of this would take place and would depend on the issues faced during the summer months.

HIGHWAYS MATTERS

- 8.5 **NCC - White entrance gates** - paperwork completed - waiting installation.
- 8.6 **SAM2 - movement and transfer**
The figures for the SAM2 with the 40mph were discussed for Felbrigg. No figures had been received for Roughton as the unit had not been utilised. It was hoped that this would become operational and would be placed at Back Lane. It would then be transferred to the bottom of Mill Road to be co-ordinated with Felbrigg's unit. Ownership of the SAM2 had now been transferred to Roughton Council from NCC and would be placed onto the asset list and insurance policy. EP

Highways matters reported and to be completed

900233903	Fingerpointer - Back Lane Footpath	Reported - 1.6.23
900229253	30mph speed limiter Roughton Road To be actioned / and resolve the problem	Reported - 13.4.23

9. To consider and review correspondence and take action

Gallagher - confirmation of renewal of insurance	Noted
NNDC - 20/1659 - New Inn	Appeal dismissed
Resident re co-option - circulated	Agenda item 5
NPTS - thank you for subscription	Noted
Felbrigg Parish Council - SAM 2 movement	Circulated
Tim Adams re 40mph flashing sign	With UK Power Networks
Resident re parking around school/pavement	Responded
NCC Parish Partnership Scheme	Agenda

10. To consider Financial Matters

10.1 To receive bank reconciliation and note receipts and review reserves

This was noted and agreed.

The Clerk informed that there had been a credit made into the Council's account in error by the Bank of £36.00.

The amount of £36.00 had now been debited by the Bank.

10.2 To agree payment schedule and approve payments

CT Baker	88.94
Community Heartbeat (defib pads)	69.60
DT Overton	210.00
Mr G Cheney – caretaking	57.75
Elaine Pugh	445.36
Countrystyle	21.00
Kevin Richardson (grass & verge cutting)	540.00
HMRC	34.00

Resolved to sign enbloc.

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

Clerk informed that the grass verge cutting invoice had been forwarded to NCC in accordance with the contract agreement.

The glass recycling and VAT reclaim had been made and were due for payment. The AGAR - completed and sent off. Public rights advertised. All information on notice board and website.

A slat was missing from a bench on the Common - the Clerk would arrange the caretaker to resolve this.

EP

Paddy Bennett informed that he had attended the school fete and it was reasonably well attended. Approximately £500 had been raised.

It was considered that an email was in circulation with regard to the keeping of animals on Roughton Heath. The Clerk as yet had not seen anything and would endeavour to find out further details.

EP

12. To confirm date of the next Meeting

Roughton Ordinary Parish Council Meeting -

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

There being no further business the meeting was concluded at 8.20pm.

