

# **ROUGHTON PARISH COUNCIL**

## **ORDINARY PARISH COUNCIL MEETING**

### **MINUTES**

**Monday 5<sup>th</sup> September 2022 - Roughton Village Hall commencing @ 7.30pm**

**Present:** Mr Paddy Bennett (Chair), Mrs Ann Arrow, Mr Roy MacDonald  
Graham Hewett and David North-Graves

**Others:** Tim Adams - NCC (partial)  
No members of the public

- 1. To receive declaration of interest in items on the Agenda and Pecuniary Interest Forms and approvals**  
There were no interests declared.
- 2. To consider apologies for absence**  
Mrs Shelly Hewett - personal - accepted by the Council.
- 3. To approve Roughton Parish Council Ordinary Parish Council Minutes - 4<sup>th</sup> July 2022**  
These had been circulated and it was resolved that they be signed by the Chair.
- 4. 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.**

**Tim Adams, NCC** - informed that the Safety Camera Team (SCT) had undertaken speeding enforcement along Chapel Road and a number of tickets were issued. This road had not been covered by the SCT for a while.

The issues raised by the B1436 Road Group and community had been investigated by Highways and a report had been published. It was considered that the placement of the SAM2 had helped with the monitoring of vehicles and speed. The traffic speed along the route were comparable to 2017. The cluster of minor accidents by the junctions of the Metton and Old Mill Road were down primarily to driver error. However, it was noted that accidents increased when the roads are wet after rainfall. The recommendations by Highways were - new surface dressing, improved signage and cutting back of foliage.

Lengthy debate took place on this matter and the B1436 would be monitored by Councillors.

Resolved to close the meeting to the public.

- 5. Clerks report and Matters Arising**
  - 5.1 Broadland Housing update** - ROU03 - No further update
  - 5.2 Notice Board at Mill Lane** - location to be sourced and secured.

- 5.3 **Roughton Road Bench** - the unit had been removed and would be replaced
- 5.4 **106 Funds - Dove Jefferies held by NNDC** - no further action
- 5.5 **Dog Fouling - Orchard Close/Back Lane** - no further reports had been forthcoming however there had been issues with dog bin overflowing at the junction with the footpath. This bin was emptied fortnightly and would be monitored in order to make a better assessment.
- 5.6 **Refurbishment of notice boards** - completed
- ROUGHTON COMMON**
- 5.7 **Litter bins at Roughton Common** - being monitored and a local business had been spoken to about their business waste.
- 5.8 **Parking on Roughton Common** - there had been a number of reports on this matter together with photographs. See Agenda item 6.
- 5.9 **Japanese Knotweed** - waiting maintenance call/inspection - the Clerk would chase the contractor again. EP
- 5.10 **Overhanging trees along the main footpath** - cut back and works completed by the caretaker.
- HIGHWAYS MATTERS**
- 5.11 **SAM2**  
The SAM2 was deployed along Back Lane and in August along the B1436 adjacent to Old Mill Road. It would be moved to Roughton Road and then to Jonas Barns.
- 5.12 **NCC** - grass cutting payment due - £819.77p had now been received.

**6. To consider and review issues with parking on Roughton Common and agree appropriate works and expenditure**

Members discussed this at length and although the issues were primarily in the summer month's drivers were frequently observed parking on the common. Various options were discussed and the members really did not want further bollards however, the numbers of parked cars had escalated and action needed to be taken. It was agreed that:

A further 10 posts would be installed at strategic locations to prevent vehicular parking on the Common.

Two no parking signs be placed at the area so that drivers are clearly advised that parking is not allowed.

The Clerk would instruct the caretaker to complete the works. EP

**7. To consider, review and take appropriate action on correspondence**

NARS - thank you for £250	Noted
PFK Littlejohn - confirmation of receipt of AGAR	Noted
Comment re Roughton dog bin at footpath near to Orchard Close	Monitoring
Village Hall - increase and minimum payment	Noted
Roughton Common - parking on common	Agenda
SAAA 2022 - Opt out	Noted
NCC - Safety Review	Circulated-Agenda

**7.1 To review and consider the NCC Speed and Safety Review - technical information**

This document had been circulated and noted. A full report and discussion was made by Tim Adams at Agenda item 4.

## 8. Finance

### 8.1 Review of Council Assets

These were reviewed and would be amended and advised to the insurance company. EP

### 8.2 Review of Internal Audit

The Council noted the report and had taken action on the points raised.

### 8.3 To agree expenditure for replacement benches in the Parish

It was resolved that this item be deferred until the November meeting.

### 8.4 To formally sign for online banking

It was resolved that the paperwork be signed to allow the RFO to manage the Council's accounts online.

### 8.5 To approve payments

Elaine Pugh	676.60
Gary Cheney – caretaking	67.50
Mick Kinder- caretaking	50.00
Kevin Richardson - grass cutting	300.00

**Resolved to pay enbloc**

## 9. To consider and review Planning

No new planning had been received. Two applications had been appealed and were at PINS for their consideration.

## 10. To Receive Reports from Councillors

It was reported that the Jubilee Committee would like to contribute towards the purchase of benches for the community. The Clerk would liaise. EP

A report had been made that a tree root had displaced part of the road surface on Carr Road and this was being investigated by Highways.

A number of complaints had been received regarding street furniture being placed on the Highways by a small business on Chapel Road. The Clerk would write a letter to address this matter. EP

The bus shelter had a number of tiles misplaced - the Clerk would ask the caretaker to review. EP

## 11. To Confirm the Date of the next meeting - Roughton Parish Council Ordinary Meeting on Monday 7th November 2022 - 7.30pm Roughton Village Hall

There being no further business the meeting was concluded at 8.40pm

