

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 6th November 2023 - Roughton Village Hall commencing @ 7.30pm

Present: Mr Paddy Bennett (Chair), David North-Graves, Shelley Hewett, Julie Howes, Richard Seaward and 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**
Apologies had been received from Graham Hewett and Ann Arrow - personal - accepted by the Council.
- 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 4th September 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 to the public.

Tim Adams, NCC - spoke about the letter which NNDC had sent out regarding the Heath which confirmed the intention of the Diocese not to keep livestock at the location. Concerns had been raised at District and County Council level regarding the lack of parking provision at Brownsfield. Members discussed this issue with Roy MacDonald who represented both the Parish Council and NNDC. The NCC Parish Partnership Scheme could accommodate this scheme and the two proposed projects were discussed. Members agreed to take the Brownsfield proposal forward. Tim Adams offered a contribution of £3k towards the scheme for parking provision from his Highways allowance. This would be further discussed at Agenda item 8 for a formal decision.

Roy MacDonald, NNDC - informed that he had liaised with the legal team at NNDC in connection with the 106 Agreement relating to Wilfred Davison Way. The £10k from the 106 Agreement had been earmarked for the bridge to connect between this development and ROU03. Unfortunately no one at NNDC could locate the £10k ever being paid to them from the developer. The Clerk was asked to forward further information to enable further investigations to take place. EP

Resolved to close the meeting to the public.

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

23/0884	The Spinney, Heath Lane	Two storey side ext and alts	Approved
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6. Matters Arising and Monthly updates and for information only:

6.1 Broadland Housing update - ROU03

There had been no formal update for some considerable time and it was agreed that this item be removed from the Agenda.

6.2 Notice Board at Mill Lane - A formal letter from the Scouts had been received and circulated which stated that the Group had considered but refused the request.

6.3 Copy of letter - Roughton Heath (keeping of animals) - NNDC had circulated this letter to the community who have confirmed receipt.

6.4 Grass cutting - Norwich Road-Heath Lane and hedges near to school - instructed grass cutting contractor to cut up the side of the main road. The hedge did not belong to the Parish Council. A guide price of £192 had been sourced to cut back the hedge. Members did not wish to progress this any further as the hedge is **NOT** the responsibility of the Parish Council.

The Clerk would report the matter to Highways. EP

6.5 2024 - Meeting dates - these had been circulated and would be booked by the Village Hall.

6.6 The New Inn - registration - Community Asset List

The Clerk would investigate this further and complete the required paperwork to enable the property to be re-listed. EP

6.7 VAT refund - received

ROUGHTON COMMON

6.8 Parking

The parking on Roughton Common appeared to have reduced and nearly ceased due to the placement of the posts. This would continue to be monitored and if required additional posts installed as required.

HIGHWAYS MATTERS

6.9 NCC - White entrance gates at Thorpe Market Road

These were due to be installed in due course by Highways as the Council had approved the design. EP

6.10 SAM2 - movement and transfer - the figures had been circulated to members for their consideration. It was agreed that the next locations be outside Jarvis Barn and along Chapel Road.

LOCATION	FROM	TO	TOTAL VEHICLES	85th PERCENTILE SPEED MPH	Speed limit	AVERAGE SPEED MPH	MAXIMUM SPEED MPH	COMMENTS
Thorpe Market Rd (incoming)	06.09.23	01.10.23	58,460	34	30	28.60	60	27.09.23 @ 8.40
Cromer Road/Jonas Barns before Mill	01.10.23	30.10.23	14,254	32.9	30	27.30	55	10.10.23 @ 0625

6.11 Highways outstanding tickets

Tim Adams/Hways	Repairs to Old Turnpike - this was being investigated after the "resurfacing".	Tim Adams/Steve white
900237240	Fingerpointer FP15 - missing - Roughton Common	Completed
Tim Adams/Highways	Speed limiter Norwich Road To be actioned / and resolve the problem - waiting for UK Power Networks to repair. Issue with supply of Electrics to the unit.	Reported - 13.4.23 Waiting UK Power Networks. This may have been repaired.

7. To consider and review correspondence and take action

NCC - Dangerous tree near Highways	Removed
North East Norfolk - Scouts - re noticeboard	Request refused
Duncan Baker MP - public meeting speeding	Circulated
Steve White - NCC - suggestion for white gates	Circulated/Agenda
SAM2 figures - circulated	Noted
NNDC - Certificate of Lawfulness - Woodview	Noted
NCC - Highway Inspection	Circulated
NNDC - payphone removal	Noted and agreed
CHT - Defibrillator - needs to be managed by PC	Clerk to liaise

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

- Village Gates entering Roughton Road - information circulated

Members discussed this at length and a quotation had been received from Highways for this project of £1,476.19p (approx). It was resolved that the Clerk applies to the scheme for these gates. EP

The cost to the Parish Council would be £738 and it was resolved that this expenditure be approved.

An additional scheme was put forward by Roy MacDonald in connection with the parking situation at Brownsfield. The approximate cost for this was £4,800 which would provide additional parking for residents. Tim Adams would contribute £3,000 from his Highways budget and £900 would be match funded from the Parish Partnership Scheme. It was resolved that the Parish Council contribute £900 towards this project. The Clerk would apply to the scheme. EP

9. To consider Financial Matters

9.1 Consider donation to Royal British Legion

(22-23 £100) S137 payment

Resolved that £100 be donated. EP

9.2 To receive bank reconciliation and note receipts and review reserves

The Clerk discussed the bank reconciliation and the Council noted reserves held.

9.3 To agree payment schedule and approve payments

Mr Overton (moles)	£210.00
Countrystyle recycling	£30.00
NNDC - Bin emptying	£516.36
Secret Gardens	£145.00
NNDC – elections	£51.72
Elaine Pugh – Clerk	£619.45
Royal British Legion (S137)	£100.00
HMRC	£73.00
Mr Cheney (caretaking July)	49.50

Resolved to pay enbloc.

9.4 To consider projects/items for budget 2024/2025

Members reviewed the budget and considered that the White Village Gates for the Roughton Road and the provision of additional parking at Brownsfield were incorporated into the budget for 2024-2025.

9.5 To review budget and set Precept for 2024/2025

The budget had been circulated to members for their input. Additional costs needed to be contributed towards the NCC Parish Partnership Schemes for the Brownsfield Project and the Roughton Road Village Gates. Members were acutely aware of price increases and inflation especially with materials and manpower.

It was resolved that the Precept be increased to £12,500 an additional charge of approximately £1.12p per band D household per annum. The Clerk would inform NNDC. EP

10. To consider Councillor Training

Julie Howes and David North-Graves would be put forward for training via NPTS and the Clerk would extend the invitation to other members. EP

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

Discussion took place on Highways signs which needed clearing. There were overgrown hedges along Old Turnpike - photo evidence and the houses involved would be supplied - the Clerk would forward letters. Julie Howes - Police attendance - this was discussed and SNAP would be the way forward to receive more information.

Shelley Hewitt - questioned if posts by the School could be installed to stop vehicles from parking on the grass? The parking situation is dangerous when children are exiting the school.

The Clerk would ask Highways if this was possible. EP

12. To confirm date of the next Meeting

**Roughton Ordinary Parish Council Meeting -
Monday 8th January 2024 - Roughton Village Hall @ 7.30pm**

There being no further business the meeting concluded at 9pm.