

# 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 8<sup>th</sup> January 2024 - Roughton Village Hall commencing @ 7.30pm

**Present:** Mr Paddy Bennett (Chair), Shelley Hewett, Graham Hewett,  
Ann Arrow and Roy MacDonald  
**Others:** No other attendees

- 1. To consider apologies for absence - to note and approve apologies received by the Clerk prior to the meeting**  
Apologies had been received from Julie Howes and Richard Seaward - 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 6<sup>th</sup> November 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.

**Roy MacDonald, NNDC** - reminded members of items pledged during his election campaign. In his report he had provided an update of achievements to date.

Discussion took place on the 106 agreement for Wilfred Davison Way which at the current time was unresolved. The earmarked funds were for the bridge across the Beck however, due to the development of ROU03 not progressing within the designated timescale the funds were not payable and no bridge would be built.

Members were disappointed with this outcome as the community and Council had worked proactively with the developer on this project.

Resolved to close the meeting to the public

### 5. To review and consider Planning if received

23/2162	Keepers Retreat, Old Turnpike	Change of use annexe-holiday let	No comment
23/2458	Jonas Farmhouse, Cromer Rd	S/s side ext and French doors	Approved
23/2576	17 Holway Close	Erection single storey ext	No comment
23/1644	Sereynis, Back Lane	S/storey ext - north & south side	Approved
CL/23/1650	Woodview - static Caravan	Use as dwelling	Appeal lodged

6. **Matters Arising and Monthly updates and for information only:**
- 6.1 **Grass cutting/hedges** - School to Heath Lane - completed
- 6.2 **The New Inn** - registration - Community Asset List EP  
The Clerk was asked to re-register this as a Community Asset.
- 6.3 **Councillor Training** - to be discussed at the next meeting.
- 6.4 **Defibrillator** - New Inn  
This was being checked regularly and the information uploaded onto the CHT website.

**ROUGHTON COMMON**

- 6.5 **Parking** - this would continue to be monitored

**HIGHWAYS MATTERS**

- 6.6 **NCC - White entrance gates** - Design approved and installation due by Highways. Clerk to chase. EP
- 6.7 **SAM2 - movement and transfer**

LOCATION	FROM	TO	TOTAL VEHICLES	85th PERCENTILE SPEED MPH	Speed limit	AVERAGE SPEED MPH	MAXIMUM SPEED MPH	COMMENTS
Felbrigg Road - facing Roughton to Felbrigg	08.11.23	03.12.23	92,694	38.4	40	32.70	65	06.11.23 @ 14.45
Chapel Road, Roughton	03.12.23	31/12/2023	100,764	29.2 - 85,649 vehicles	30	24.70	60	28.12.23 @ 09.40

The figures had been downloaded and circulated to members. It was agreed that the unit be placed at the Roughton Road followed by the Thorpe Market Road.

- 6.8 **NCC Parish Partnership Scheme** - White Village Entrance Gates - Roughton Road and additional parking at Brownsfield. Application completed and waiting outcome - this should be advised in April 2024.
- 6.9 **Posts around the green area to prevent parking at School**  
This was being monitored. The Highway Engineer would visit the location to review the situation however, was mindful that this could cause issues elsewhere (ie move the problem to a different location). The Clerk would liaise. EP
- 6.10 **Highways outstanding tickets**

	Repairs to Old Turnpike Members confirmed that they were not satisfied with the work and that it was never revisited. Photos would be supplied.	Tim Adams/Highways
Tim Adams/Highways	Speed limiter Norwich Road To be actioned / and resolve the problem - waiting for UK Power Networks to resolve It was agreed that the Clerk would contact Highways directly and request that they clear the debris from the unit and remind them to chase UK Power Networks.	Reported - 13.4.23 Waiting UK Power Networks <b>Not a priority for UK Power Networks -</b>

**7. To consider and review correspondence and take action**

NNDC - confirm receipt of Precept request	Noted
NNDC - Community Right to Bid	Agenda
Resident(s) request for 20mph along TM Rd	Responded
Resident regarding white village entrance gate	Responded
NNDC - Housing Team - re homes required	Circulated
Play Inspection Report	Action being taken/Agenda
Resident - removal of historic wall and installation of fence	Clerk to write to NNDC Enforcement and Diocese of Norwich

**8. To review play inspection report and take appropriate action and allocate expenditure**

The Clerk outlined the play report and highlighted that prompt action had been taken to remove the swings as they had been marked as high risk. There were a number of other medium risk items which needed attention. The Council resolved that £2,000 be allocated for the purchase of materials and the repairs to the equipment. Members discussed the play area and it was agreed to review the allocated budget.

Agenda

It was noted that the fence would need to be replaced in due course.

**9. To consider Financial Matters**

**9.1 To receive bank reconciliation and note receipts and review reserves**

The bank reconciliation was reviewed, approved and duly signed.

**9.2 To agree payment schedule and approve payments**

Countrystyle (Recycling bottle bank)	24.00
D T Overton Pest Control	210.00
NPTS – training – 2 Councillors	104.00
The Play Inspection Company	99.00
Elaine Pugh – Clerk	625.08
Roughton Village Hall – hire	92.00
Kevin Richardson–grass–verges & common	390.00
HM Revenue & Customs	73.00

**Resolved to pay enbloc**

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

Concern with the Roughton Post Office lack of opening hours; Clerk to write to the Post Office and the Petrol Station. EP

The Chair informed that they had attended the School Firework display which went well. There were a number of poorly parked vehicles along the Norwich Road. The Remembrance Sunday had low attendance and a wreath was laid on behalf of the Parish Council.

New noticeboards

Agenda

Review of Parish Council Policies

Agenda

11. To confirm date of the next Meeting  
Roughton Ordinary Parish Council Meeting -  
Monday 4th March 2024 - Roughton Village Hall @ 7.30pm

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

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PADDY BENNETT - CHAIR

4<sup>th</sup> March 2024