

ROUDHAM & LARLING PARISH COUNCIL

8 June 2016

Members of the public are invited to attend a Meeting of Roudham & Larling Parish Council to be held in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham, on Thursday, 16 June 2016 at 7.30 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public Participation Session.** The Council's Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the Meeting held on Thursday, 19 May 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [4.5 Minutes of 17 December 2015] **Blocked gullies on B1111 south of level crossing.** NCC Highways says that their drainage contractors attended this site last November as part of their routine operations. However, they have now been asked to revisit and carry out some additional cleaning. The Highways team also say that the damaged bridge on the B1111 will be inspected, and works to repair will follow.
 - 6.2. [8.1] **ENF/44/16/PAR: Sandwich bar, Roudham Road Industrial Estate.** Breckland's Planning Enforcement Officer has spoken with the operator, and a planning application has been submitted to retain the use of the snack bar. When this has been validated the Council will be consulted in the usual way.
 - 6.3. [9.1] **Roudham Road sign by Millennium Shelter.** Despite the Street Naming and Numbering Officer at Breckland Council having said that the unwanted sign must remain *in situ* a worker sent by that Council has now removed it.

- 6.4. [12] **Speed limit from A11 slip road through to south of Harling Road.** NCC Highways has responded confirming that they will look into SLOW markings at 'The Oaks', but the National Guidance states that these markings can only be used where there is a warning sign of some type installed, and this needs to be checked. If it is possible the markings should be installed in the summer. Regarding the overall speed limit, they confirm that they are working closely with the Network Management team who are undertaking the study into the HGV route, and that any recommendations from that would need to take account of the impact on the wider network. The Council's views will be shared with the team to be sure that they are aware of the wider local concerns including the B1111 speed issue.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Fields in Trust: *The Centenary Fields Programme - protecting valuable green space across the Country.*
 - 7.2. National Association of Local Councils: *2016-2018 National Salary Award.*
 - 7.3. Norfolk County Council: *Total Transport Project.*
 - 7.4. Aviva: *Your Parish Council Policy Schedule.*
 - 7.5. Aviva: *Certificate of Employers' Liability Insurance.*
 - 7.6. Came & Company: *To whom it may concern.*
 - 7.7. Norfolk County Council: *Delivering local highway improvements in partnership with Town and Parish Councils.*
 - 7.8. Barclays Bank Plc: *Your Community Account - 30 April - 31 May 2016.*
 - 7.9. Barclays Bank Plc: *Your Active Saver - 30 April - 31 May 2016.*
 - 7.10. Barclays Bank Plc: *Changes to the way you receive statements.* (Note: The Clerk has advised that paper statements are still required.)
 - 7.11. Norfolk Association of Local Councils: *Norfolk ALC Newsletter - 3 June 2016.*
 - 7.12. The Pension Service: *Employers - your earnings records.* (Note: The Clerk has written asking for more information about the information they urgently require.)
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
 - 8.1. **3PL/2014/1205/F: Land to the west side of Roudham Industrial Estate, Roudham Road.** Following the dismissal of the appeal against Breckland's refusal of Planning permission for the siting of two 'park homes' for residential use for site security staff, it has been reported that a static caravan and dog kennels have been installed within the existing boundary fence, partially hidden from view by two containers. **To consider** reporting this to Breckland Council's Planning Enforcement team.
 - 8.2. **3PL/2016/0576/HOU & 3PL/2016/0577/LB: Old Farmhouse, Watton Road, Larling.** Application for Single storey extension to the rear and side including internal works.
 - 8.3. **3PL/2015/1146/F: Harveyson Haulage Limited, Roudham Road, Harling Road.** Application for New industrial building.
9. **To agree** the contents of the Draft Minutes of the Annual Parish Meeting held on Thursday 19 May 2016, to be confirmed and signed at the next Parish Meeting, and **to consider** any actions arising as a result of this meeting.
10. **To note** that the National Joint Council for Local Government Services has reached an agreement for new pay scales for 2016-2017 to be implemented immediately and backdated to 1 April 2016 and new pay scales for 2017-2018 to be implemented from 1 April 2017. For the Clerk currently on Spinal Column Point 20, this would take his rates from 1 April 2016 to £9,999/hour (£1,859.81 p.a.) and from 1 April 2017 to £10,099/hour (£1,878.41 p.a.) if he remained on the same SCP.

11. Finance.

- 11.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £626.15 (salary for 1 April 2016 to 30 June 2016: £464.95; Mileage Allowance Payment for 11 February 2016 to 8 June 2016: £161.20).
- 11.2. **To approve** payment of £16.24 (Postage & telephones: £15.72; VAT: £0.52) to the Clerk as reimbursement for items paid on behalf of the Council for 9 December 2015 to 8 June 2016).
- 11.3. **To approve** payment of £40.00 to J L & B A Nelstrop in reimbursement for them obtaining a gift for the Internal Auditor.
- 11.4. **To receive** the Monthly Financial Report.

12. **To decide** on any matters for consideration at next meeting.

13. **To confirm** the possible date of the next Meeting as **Thursday, 21 July 2016**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham

Future pencilled in Meeting dates:

Thursday, 21 July 2016	Thursday, 20 October 2016	Thursday, 19 January 2017
Thursday, 18 August 2016	Thursday, 17 November 2016	Thursday, 23 February 2017
Thursday, 22 September 2016	Thursday, 15 December 2016	Thursday, 17 March 2017

Meetings will only be called if there is business to discuss which cannot wait until the following scheduled meeting date.