

ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council on Thursday, 17 June 2016 at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.

Present Councillors Sarah Gosling (Vice-Chairman), James Chapman, Brian Inglis,
Dudley Stammers.
Julian Gibson (Clerk)

In the absence of the Chairman the Vice-Chairman took the Chair.

- 1 **Apologies for absence.** It was **resolved** to accept the reasons for the apologies for absence offered by Councillors Larwood, Martin and Nelstrop.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** None
- 5 **Minutes.** The minutes of the meeting held on Thursday, 19 May 2016 were **confirmed** and **signed**.
- 6 **Matters arising.**
 - 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. The Clerk said that the rain that evening had illustrated the extent of the first issue, and that little seemed to have been done about the second, so he would remind Highways. He would also report the branch which was blocking the pavement south of the distillery.
 - 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. **Post meeting note:** The Clerk had previously contacted Breckland Council's Food Safety Officer, who had said that she was awaiting the outcome of Planning Enforcement's visit. The Clerk has now asked what is going to be done about this outlet operating without the licence required for others.
 - 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.

- 6.5 [11.5] **Demolition of Harling Road Signal Box.** Network Rail has said that they can see no problem with the Council having the signal box's name board, but said that the National Supply Chain team (?) has first refusal on any heritage items. They say they will be in touch nearer the time. With regard to noise and prior notification of local residents, Ruth Ellerby of Breckland Council's Environmental Protection team has also been asking similar questions, and Network Rail has tried to assure her that all possible measures will be taken. The Clerk has ensured that she is aware of the problems that happened when the crossing was upgraded a few years ago.

7 Correspondence. The following correspondence was **received**:

- 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 Planning.

- 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. The Clerk was asked to report this to Breckland Council's Planning Enforcement team and ask them to investigate.
- 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. It was **resolved** that the Council had no objection.
- 8.3 **3PL/2015/1146/F: Harveyson Haulage Limited, Roudham Road, Harling Road.** Application for New industrial building. It was **resolved** that the Council had no objection.

9 Annual Parish Meeting minutes. 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, were **agreed**. The matters raised at this meeting have already been discussed and dealt with at Council Meetings.


10 Clerk's salary. It was **noted** 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 **Clerk's salary.** It was **resolved** that cheques numbered 100334 and 100335 for £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) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s 112(2)*)
- 11.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100336 for £16.24 (Postage & telephones: £15.72; VAT: £0.52) to the Clerk be signed, as reimbursement for items paid on behalf of the Council for 9 December 2015 to 8 June 2016). (*Local Government Act 1972 s 111*)
- 11.3 **Audit.** It was **resolved** that cheque number 100337 for £40.00 to J L & B A Nelstrop in reimbursement for them obtaining a gift for the Internal Auditor. (*Local Government Act 1972 s. 111*)
- 11.4 **Monthly Financial Report.** The report for the month ending 31 May 2016 was received.

12 Matters for consideration at next meeting. None.

- 13 Next meeting.** The next meeting will be on **Thursday, 21 July 2016**, at 7.30 p.m. in **Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.**


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Brendan Larwood, Chairman

21 July 2016

Future 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

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