

ROUDHAM & LARLING PARISH COUNCIL

14 March 2018

Members of the public are invited to attend a Meeting of Roudham & Larling Parish Council to be held in the Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham, on Thursday, 22 March 2018 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, 25 January 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [5.2 Minutes of 21 September 2017] **Lorry restriction through East Harling.** County Councillor Steve Askew has been frequently chasing this matter, which appears to be being held up largely by lack of interest from Highways England. However, there does now seem to be a way forward, and NCC has said that the experiment will be advertised in the *Eastern Daily Press* on 23 March with a view to it becoming operational on 2 April.
 - 6.2. [4.5] **Train service from Harling Road.** The Clerk asked Liz Truss MP about this shortly after the last meeting, and having heard nothing other than an automated acknowledgement, sent a chaser email. He has been told that the MP's staff could find no record of the original email, but would now look at responding.
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Barclays Bank Plc: *Your concern - Statements.*
 - 7.2. Barclays Bank Plc: *Your Active Saver Account statement - 30 September - 31 October 2017.*

- 7.3. Barclays Bank Plc: *Your Active Saver Account statement* - 1-30 November 2017.
 - 7.4. Barclays Bank Plc: *Your Active Saver Account statement* - 1-29 December 2017.
 - 7.5. Barclays Bank Plc: *Your Business Accounts - at a glance* - 31 January 2018.
 - 7.6. Barclays Bank Plc: *Your Community Account statement* - 30 December 2017 - 31 January 2018.
 - 7.7. Barclays Bank Plc: *Your Active Saver Account statement* - 30 December 2017 - 31 January 2018.
 - 7.8. HAGS: *Inclusive Playground Solutions*.
 - 7.9. *Clerks & Council Direct* - March 2018.
 - 7.10. Norfolk County Council: *Tip or skip? County Council urges DIYers to make waste part of their project plan*.
 - 7.11. Norfolk Association of Local Councils: *GDPR toolkit and other National ALC related updates*.
 - 7.12. National Association of Local Councils: *New Data Protection Laws - A GDPR Toolkit of local councils* - February 2018.
 - 7.13. Lord Ashton of Hyde, Parliamentary Under Secretary of State, Department for Digital, Culture, Media & Sport: *Letter to Lord Marlesford attempting to clarify statement made concerning the Data Protection Bill that parish clerks "can also fulfil the role of data protection officer, saying that the Information Commissioner has advised that this would only be permissible where the duties of the clerk are compatible with those of the DPO and do not lead to a conflict of interest, which seems unlikely to be the case*.
 - 7.14. Barclays Bank Plc: *Your Business Accounts - at a glance* - 28 February 2018.
 - 7.15. Barclays Bank Plc: *Your Community Account statement* - 1-28 February 2018.
 - 7.16. Barclays Bank Plc: *Your Active Saver Account statement* - 1-28 February 2018.
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
- 8.1. **3PL/2017/0793/F: Valley Traction Services Limited, Roudham Road, Harling Road, Roudham.** Erection of new warehouse, HGV workshop and industrial buildings. **To receive** Planning Permission dated 14 February 2018 and **to note** the steps taken by County Councillor Steve Askew concerning the increase in traffic which this permission will create and the major impact on the movements through East Harling which will undo the good work done by the planned implementation of the pilot HGV ban. (**Note:** When the reports for the Breckland Planning Committee were published the Clerk noticed that the recommendation for approval did not contain any conditions relating to hours of operation and noise abatement, and raised this with Breckland. The Officer responded saying this was an error on her part. Additional conditions were added to the recommendation, and now form part of the Permission given.)
 - 8.2. **3AG/2018/0003/AG: Land Adjacent Bungalow 2, Barradale Farm, Larling.** Application for prior notification of agricultural or forestry development under the Town and Country Planning General Permitted Development Order 2015, for Earth Bank winter storage reservoir. **To note** that the Clerk has responded "No objections" using his delegated powers, after consultation with Councillors.
9. **To consider** asking Breckland Council to provide the Council with copies of all documents submitted with Planning Applications, as they promised to do in February 2016. Apparently, despite this promise, sometime around June 2017 they decided (without any consultation or even advice) to only send out copies of the plans and the application form.
10. **Clerk's report.** The Clerk has reported the (again) damaged gully on the B1111 opposite the junction with Roudham Road. Initially NCC Highways reported that it did not meet their "intervention criteria", but when he reported incredulity they admitted this was a mistake, and that the repair works had already been ordered.

11. **To receive** an email from *Better Broadband for Norfolk* advising that a new communications cabinet is to be installed on the grass verge opposite properties in the B1111, 36m left of the junction with Roudham Road. No date is currently available, however the BBfN Programme is due to complete by the end of March 2020.
12. **To consider** the Norfolk County Council response to the suggestion that the request that it considers reducing the speed limit through Harling Road to 30 mph, and **to agree** any further action.
13. **To note** that, following the matter of the possibility of starting the process to produce a Neighbourhood Plan being raised at the Council Meeting on 25 January, the Clerk has arranged for the Breckland Officer responsible, Susan Heinrich, to attend the Annual Parish Meeting on 17 May. (She will provide some papers before the Meeting so that Members can be prepared, and then give a short presentation and answer questions.)
14. **To review** the Council's Financial Regulations.
15. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
16. **To review** the Risk Assessment.
17. **To carry out** the Annual Review of the system of internal control.
18. **To note** an email from Breckland Council's Democratic Team Leader, reminding all Parish Councillors of the importance of keeping their 'Disclosable Pecuniary Interests and Other Registrable Interests' form up to date as required by Sections 29 - 34 of the Localism Act 2011.
19. **Finance.**
 - 19.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £574.94 (salary for 1 January 2018 to 31 March 2018: £486.72; Mileage Allowance Payment for 19 January 2018 to 14 March 2018: £69.22; Telephone Allowance Payment: £19.00).
 - 19.2. **To approve** payment of £3.25 (Postage & telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 19 January 2018 to 14 March 2018).
 - 19.3. **To approve** payment of £40.00 to Bridgham Village Hall in settlement of invoice dated 22 March 2018, for hire of the hall for meetings in the period 1 January - 31 March 2018.
 - 19.4. **To approve** payment of £6.25 to Norfolk Association of Local Councils in part settlement of invoice no. 1413, being this parish's share of the cost of the Clerk attending the General Data Protection Regulation Awareness course on 20 February 2018.
 - 19.5. **To approve** payment of £13.75 to Norfolk Association of Local Councils in part settlement of invoice no. 1479, being this parish's share of the cost of the Clerk attending the Norfolk ALC Spring Conference on 6 March 2018.
 - 19.6. **To receive** the Monthly Financial Report.
20. **To decide** on any matters for consideration at next meeting.
21. **To confirm** the possible date of the next Meeting as **Thursday, 19 April 2018**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham

Future Meeting dates:

Thursday, 19 April 2018	Thursday, 16 August 2018	Thursday, 13 December 2018
Thursday, 17 May 2018	Thursday, 20 September 2018	Thursday, 17 January 2019
Thursday, 21 June 2018	Thursday, 18 October 2018	Thursday, 21 February 2019
Thursday, 19 July 2018	Thursday, 15 November 2018	Thursday, 21 March 2019

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