

ROUDHAM & LARLING PARISH COUNCIL

14 June 2018

Members of the public are invited 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, 21 June 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)

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, 17 May 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
7. **To receive** Correspondence (available at the meeting).
 - 7.1. Seafarers UK: *Please help to raise public awareness of our island nation's reliance on seafarers and shipping by flying a Red Ensign ashore on Merchant Navy Day, 3rd September.*
 - 7.2. Came & Co.: *Re: Whinburgh & Westfield Parish Council and Whinburgh Parochial Charities Insurance - Confirmation of Renewal.*
 - 7.3. AXA: *Your policy schedule.*
 - 7.4. Barclays Bank Plc: *Your Business accounts - at a glance - 31 May 2018.*
 - 7.5. Barclays Bank Plc: *Your Community Account Statement - 1-31 May 2018.*
 - 7.6. Barclays Bank Plc: *Your Active Saver Account Statement - 1-31 May 2018.*

8. **To receive** a letter from Raul Rackham Limited concerning the verge width on Church Hill, and **to agree** any further action required.
9. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
 - 9.1. **3PL/2018/0489/HOU: Street Gate Cottage, Roudham.** Erection of a garage. **To note** that, after consultation with all members, the Clerk has responded, “No objections”, under his delegated powers.
 - 9.2. **3PL/2018/0519/F: St Georges Distillery, Road from Larling to Bridgham, Harling Road, Roudham.** Erection of a Cask Maturation Building. **To note** that, after consultation with all members except Councillor Nelstrop, the Clerk has responded, “No objections”, under his delegated powers.
 - 9.3. **3PL/2018/0359/O: Land opposite Barkers Farm, Watton Road, Larling.** Outline Application for the erection of 2no. dwellings, shared cartlodge and new highways entrance. Outline Planning permission dated 5 June 2018.
 - 9.4. **3PL/2018/0618/D: Land adjacent to The Chapel, Watton Road, Larling.** Reserved Matters application for Two detached bungalows with access onto Watton Road.
10. **To agree** the contents of the Draft Minutes of the Annual Parish Meeting held on Thursday, 17 May 2018, to be confirmed and signed at the next Parish Meeting, and **to consider** any actions arising as a result of this meeting.
11. **To note** the contents of an email from the Breckland Council Monitoring Officer addressed to the Council members on the subject of the difference between predetermination and predisposition.
12. **To receive** a letter from Norfolk County Council concerning *Delivering local highway improvements in partnership with Town and Parish Councils*, and **to consider** making an application for a 50% grant towards the cost of purchasing a SAM2 device for installation at various locations within the 40 mph zone in Harling Road. Note: the quotation from Westcotec for provision of a SAM2 portable read your speed sign, c/w two batteries, charger, set of clamps, plus data addition, with software and leads and two additional brackets is £3,328.00 + VAT.
13. **To consider** whether to add the Airfield of Britain Conservation Trust plaque to the Council’s Asset Register and its replacement costs to the insurance policy.
14. **To consider** placing an article in the *Contact* magazine to measure interest in the possibility of embarking on the Neighbourhood Planning process, and, if appropriate, **to agree** its wording.
15. **Finance.**
 - 15.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £577.72 (salary for 1 April 2018 to 30 June 2018: £509.31; Mileage Allowance Payment for 15 March 2018 to 13 June 2018: £68.41).
 - 15.2. **To approve** payment of £35.54 (Postage & telephones: £16.04; Internal Audit: £19.50) to the Clerk as reimbursement for items paid on behalf of the Council for 15 March 2018 to 13 June 2018).
 - 15.3. **To approve** payment of £10.34 (£8.62 + £1.72 VAT) to SLCC Enterprises Limited in settlement of their invoice no. 125588, being this parish’s share of the cost of the Clerk attending the Regional Training Seminar on 6 September 2017.
 - 15.4. **To approve** payment of £90.00 (£75.00 + £15.00 VAT) to JL & BA Nelstrop in settlement of their invoice dated 17 May 2018 for the installation of the Harling Road Airfield Memorial Plaque, as supplied by Airfields of Britain Conservation Trust at the base of the Roudham Village Sign.
 - 15.5. **To approve** payment of £50.00 using the powers of *The Local Government Act 1972. s.137*, as a grant towards the cost of restoration of the Larling milestone.

15.6. **To note** that on 22 May 2018 the Information Commissioner's Office collected £35.00 from the Council's account by direct debit, being the annual registration fee under the Data Protection Act.

15.7. **To vire** £75.00 from the Contingency to the Other budget lines to cover the cost of installation of the ABCT plaque, and £50.00 from the Contingency to the s.137 budget lines to cover the cost the Larling milestone grant.

15.8. **To receive** the Monthly Financial Report.

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

17. **To confirm** the date of the next Meeting as **Thursday, 19 July 2018**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham

Future Meeting dates:

Thursday, 19 July 2018

Thursday, 18 October 2018

Thursday, 17 January 2019

Thursday, 16 August 2018

Thursday, 15 November 2018

Thursday, 21 February 2019

Thursday, 20 September 2018

Thursday, 13 December 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.