

ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council held on Thursday, 21 June 2018 at 7.30 p.m. in the Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham.

Present Councillors Brendan Larwood (Chairman), Sarah Gosling, James Chapman, Louise Martin, Dudley Stammers.
Julian Gibson (Clerk)

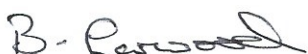
- 1 **Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Councillors Ingles, and Nelstrop.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** Councillor Martin reported that she had tidied the area round the Roudham Village Sign, for which the Chairman expressed the Council's gratitude.
- 5 **Minutes.** The minutes of the meeting held on Thursday, 17 May 2018 were **confirmed** and **signed**.
- 6 **Matters arising.** [12.2] **Relocation of Larling Notice Board** Councillor Stammers reported that after consultation with the developer of the site behind the board's current location, and the owners of Barkers Farm, it has been agreed that the board should be relocated against the hedge at the back of the wide verge on the left of the entrance to Warings Furniture, facing northwards. This is not on the public highway, but part of the farm land, and so there would be no requirement to obtain permission from NCC Highways. The Council expressed complete satisfaction with this solution.
- 7 **Correspondence.** The following correspondence was **received**:
 - 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: Roudham & Larling Parish Council 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 **Verge between Roudham and the reservoir.** A letter from Paul Rackham Limited saying that by its measurement the verge was in fact four feet wide was **received**. This has been disputed by a member of the public. The Council **resolved** that the Clerk should write in return, politely requesting that next sowing season slightly more be allowed for the verge, so as to make it easier for vehicles to use this to pass, and to avoid drivers damaging the growing crop.
- 9 **Planning.**
 - 9.1 **3PL/2018/0489/HOU: Street Gate Cottage, Roudham.** Erection of a garage. It was **noted** 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. It was **noted** that, after consultation with all members except Councillor Nelstrop, the Clerk has

responded, "No objections", under his delegated powers. Planning permission dated 18 June was **received**.

- 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 was **received**.
- 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. It was **resolved** that the Council had no objections.
- 10 **Annual Parish Meeting.** 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, were **agreed**.
- 11 **Predetermination/Predisposition.** A very clear and helpful email from the Breckland Council Monitoring Officer addressed to her Council Members on the subject of the difference between predetermination and predisposition was **noted**.
- 12 **Parish Partnership Scheme.** A letter from Norfolk County Council concerning *Delivering local highway improvements in partnership with Town and Parish Councils* (the Parish Partnership Scheme), was **received**. The Council examined estimates from Westcotec for the purchase of a SAM2 (Speed Awareness Message) Vehicle Activated Sign, and agreed that the Clerk should make an application for a 50% grant towards the cost of purchase, for installation at two locations within the 40 mph zone in Harling Road and one to the north of Larling. The total cost would be £3,328.00 + VAT (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) plus £40.00 for securing padlocks. The Clerk pointed out that somebody would need to undertake to take the sign down, download the data, reposition the sign, and occasionally report the details of the data to the Council. It was thought that this could be done by some members, perhaps on a rota basis. The Clerk pointed out that the sign would belong to the Council, and so be added to its Asset Register, and Insurance policy, which would mean a small increase in the premium. County Councillor Steve Askew had promised to provide £700 of the Council's share of the cost from his allocation of highway funding. Bids for a share of the £325,000 funding available have to be made by 7 December 2018 and the decisions will be announced in March 2019, so if successful, the device should be available for installation around this time next year.
- 13 **Harling Road Airfield Plaque.** It was agreed that this should be added to the Council's Asset Register, but that as the risk of damage was small, it would not be added to the Council insurance. The Clerk will send a photograph and map reference to the Airfield of Britain Conservation Trust.
- 14 **Neighbourhood Plan.** After some discussion it was **agreed** that Councillors Gosling and Martin should work on producing a short questionnaire to be distributed with the *Contact* magazine to all dwellings in the parish, with a SAE for its return, to try to identify how much support there would be from residents to the idea of starting work on a Neighbourhood Plan. The Clerk was given delegated power to approve this for distribution.
- 15 **Finance.**
- 15.1 **Clerk's salary.** It was **resolved** that cheques numbered 100386 and 100387 for £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) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s 112(2)*)
- 15.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100388 for £35.54 (Postage & telephones: £16.04; Internal Audit: £19.50) to the Clerk be signed, as

reimbursement for items paid on behalf of the Council for 15 March 2018 to 13 June 2018. (*Local Government Act 1972 s 111*)

- 15.3 **Training.** It was **resolved** that cheque number 100389 for £10.34 (£8.62 + £1.71 VAT) to SLCC Enterprises Limited be signed, 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. (*Local Government Act 1972 s. 111*)
- 15.4 **Harling Airfield plaque.** It was **resolved** that cheque number 100390 for £90.00 (£75.00 + £15.00 VAT) to JL & BA Nelstrop be signed, 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. (*War Memorials (Local Authorities' Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133*)
- 15.5 **Larling Milestone.** In response to a request from Nigel Ford, of the Milestone Society, The Council considered making a donation of £50 to the Society towards the anticipated cost of £250 for engraving and repositioning this milestone. It was **agreed** that the Council would be prepared to make this grant in principle, and the Clerk was asked to obtain the necessary information for a cheque to be signed at the next meeting. The rest of the funding would come from a resident, NCC, and book sales/donations.
- 15.6 **Subscriptions.** It was **noted** 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. (*Local Government Act 1972 s. 111*)
- 15.7 **Budgets.** It was **agreed** 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 **Monthly Financial Report.** The report for the month ending 31 May 2018 was received.
- 16 **Matters for consideration at next meeting.** None.
- 17 **Next meeting.** The next meeting will be on **Thursday, 19 July 2018**, at 7.30 p.m. in **Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.**



Brendan Larwood, Chairman

20 September 2018

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.