

ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council held on Thursday, 17 October 2019 at 7.30 p.m. in Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham.

Present Councillors Brendan Larwood (Chairman), Brian Inglis, Louise Martin, Dudley Stammers. Julian Gibson (Clerk)

- 1 **Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Councillor Armes, Councillor Gosling and Councillor Nelstrop.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** District Councillor William Nunn said that he had, as requested, asked for application 3PL/2019/0943/F relating to Land at Roudham Park Industrial Estate to be called in, should the officers be minded to approve it. However, he understood that the applicant had been asked to provide additional information, but said that at the moment the officers were leaning towards refusal of permission.
- 5 **Minutes.** The minutes of the meeting held on Thursday, 19 September 2019 were **confirmed and signed**.
- 6 **Matters arising.**
 - 6.1 [6.1] **Bank Signatories.** Despite the letter from Barclays dated 23 August confirming that the requested mandate changes have come into effect, a new letter dated 30 September has been received saying that they are unable to complete the request because "the surname of Mr Dudley Stammers does not match with our existing records." The Clerk has been in almost daily correspondence with a Barclays complaints officer about the Mandate Change Team in relation to issues with his other councils, and has added this to the list.
 - 6.2 [6.2] **Council Houses Road.** The corrected replacement sign is now *in situ*.
 - 6.3 [8.3] **3AG/2019/0012/AG: The Barn, Roudham.** Councillor Martin pointed out that the revised location for this new building appeared to be in a position where it would block Permissive Byway RB13. The Clerk will advise Breckland Planning.
- 7 **Correspondence.** The following correspondence was **received**:
 - 7.1 Kier Services: *Email following Clerk's complaint about sign frames and sand bags left around after A11 works have been completed.* This email provided a very positive response from Kier, but when a week later the Clerk tried to contact the author concerning a similar situation with a parish near the A47 he received an automated response, saying that Kier were no longer responsible for these roads, and redirecting him to a different Kier email address. He tried emailing this address but has not received a response, so has now gone back to Highways England regarding both issues.
 - 7.2 Land Registry: *Documents re Title number NK86782.*
 - 7.3 Historic England: *Listing and designation Online Application (ref: 1467005).*
 - 7.4 Norfolk Association of Local Councils: *Annual General Meeting - 20 November 2019 - Invitation & Agenda.*
 - 7.5 Came & Company: *Intra-group reorganisation affecting Stackhouse Poland Limited trading as Came & Company Local Council Insurance.*
 - 7.6 Barclays Bank Plc: *Change of Signing Arrangement Request.*
 - 7.7 Barclays Bank Plc: *Your Business accounts- at a glance - balances on 30 September 2019.*

- 7.8 Barclays Bank Plc: *Your Community Account* - 31 August - 30 September 2019.
- 7.9 Barclays Bank Plc: *Your Active Saver Account* - 31 August - 30 September 2019.
- 7.10 The Pensions Regulator: *Re-enrolment and re-declaration: your legal duties as an employer.*
- 7.11 The Pensions Regulator: *Use our re-enrolment duties tool now.*

8 Planning.

- 8.1 **3PL/2019/1127/F: Barkers Farm, Watton Road, Larling.** Winter Filled Water Storage Reservoir and construction of an earth bank. It was **noted** that the Clerk has responded “no objections” having consulted with councillors.
- 8.2 **3PL/2018/1210/EU: Anvil Park Stud, Sallow Lane, Quidenham.** Certificate of Lawfulness for the use of the site for equestrian shows/competitions and associated use of the PA system. Re consultation: Statutory Declarations received. It was **resolved** that the Council still objected, for the reasons previously stated.
- 8.3 **3PL/2019/0720/F: St Georges Distillery, Harling Road, Roudham.** Retrospective application for staff and overflow car park. Re-consultation: Speed Survey and Visibility Splay plan submitted. It was **resolved** that the Council still had no objections.
- 8.4 **3PN/2019/0047/PNE: 35 Harling Road, Roudham.** UPVC glazed rear conservatory. Notice dated 2 October 2019 that Prior Approval is not required was **received**.
- 8.5 **3PL/2019/0737/F: The Old School, Watton Road, Larling.** Erection of two detached dwellings with associated parking and turning space. The Council **noted** that according to the Breckland website this application had been withdrawn, although not notice of this has been received.

9 **Internal Auditor.** It was **agreed** that Carol Bailey, who is CiLCA qualified, previously clerk to a Suffolk town council, currently works as a locum clerk, and is a councillor in her own village, be appointed as Internal Auditor for the year 2019/20.

10 **SAM2.** The Council had agreed not to formally appoint a SAM2 co-ordinator, but that Council members would take it in turns to move the device from one location to the next, however the Clerk reminded the meeting that it was important for the data to be downloaded on each occasion, and periodically this should be reported so the Council was aware what was happening. It was not essential that this task was done by a Member, but the Clerk said he felt it would be better if one person would take this on initially for a few months, before passing it to somebody else. In the absence of other suggestions, the Chairman agreed that he would take on this responsibility.


11 Finance.

11.1 **Credits.** Receipt of the following credit was **noted**: Breckland Council: £2,500.00 - Precept - 24 September 2019

11.2 **Monthly Financial Report.** The report for the month ending 30 September 2019 was **received**.

12 **Matters for consideration at next meeting.** None.

- 13 **Next meeting.** The next meeting will be on **Thursday, 21 November 2019**, at 7.30 p.m. in **Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.**

.. 

Brendan Larwood, Chairman

21 November 2019

Future Meeting dates:

Thursday, 21 November 2019	Thursday, 20 February 2020
Thursday, 19 December 2019	Thursday, 19 March 2020
Thursday, 16 January 2020	

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