

ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council on Thursday, 18 ^{February} ~~January~~ 2016 at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.

Present Councillors Brendan Larwood (Chairman), James Chapman, Sarah Gosling, Brian Inglis, Louise Martin, Andrew Nelstrop, Dudley Stammers, Julian Gibson (Clerk)

The Council Meeting scheduled and advertised for 21 January 2016 did not take place, as it was not possible to raise a quorum.

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** Councillor Nelstrop declared his Disclosable Pecuniary Interest in agenda item 9.4, being the applicant.
- 3 **Dispensations.** None.
- 4 **Public participation session.**
 - 4.1 **Potholes in Roudham Road.** A parishioner spoke about the complaint he had made to Norfolk County Council concerning pot holes in Roudham Road. He said that NCC had told him that nobody had reported them, which the Clerk said was not true. He left copies of the correspondence with the Clerk, who will send him evidence and also report the holes again. **Post meeting note:** The pot holes just beyond the entrance to Camp Farm were reported on 14 December 2015 and acknowledged by NCC under reference 532353.
 - 4.2 **St George's Distillery.** Councillor Nelstrop spoke briefly about the reasons behind his planning application.
 - 4.3 **Lorry Parking on Roudham Road.** Two parishioners were present to talk about agenda item 11. They spoke of the problems caused by the parking, but felt that painting white lines would have no effect.
 - 4.4 **Snetterton Recycling Centre.** County Councillor Steven Askew said that he had learned that it was intended to close this recycling centre by the year 2019/20, when several small centres would be re[placed by one "super centre". A suitable site was being sought.
- 5 **Minutes.** The minutes of the meeting held on Thursday, 17 December 2015 were **confirmed** and **signed**.
- 6 **Matters arising.**
 - 6.1 [7.17] **Queen's 90th Birthday Grant Scheme.** As the Council was not after all able to meet last month, the deadline to applying for this grant has now passed.
 - 6.2 [6.4 Minutes dated 20 August 2015] **Illington Road reflector posts.** This row of posts were flattened by a vehicle in July 2015, and reported to NCC Highways by the Clerk. He was told they would be replaced. In November he asked when, and was told "in the next three weeks." He has now asked again, and was told that they had been replaced, but it appears that the gang installed new posts on the A11 slip road instead and in error, as a previous request for them there had been refused. He is now chasing the get the damaged ones replaced as originally agreed.
 - 6.3 [10, Minutes dated 22 October 2015] **Transparency Fund grant.** The Clerk reported that that the other three Councils he works for had received their grant payments, so he had chased the one for this Council, It turned out that his email had been lost, and

so had had submitted a duplicate. If successful the money should be received shortly after 31 March.

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

- 7.1 The Pensions Regulator: *Act Now: the law on workplace pensions has changed.*
- 7.2 The Pensions Regulator: *The essential guide to automatic enrolment.*
- 7.3 Barclays Bank Plc: *Your Community Account statement* - 1-31 December 2015.
- 7.4 Barclays Bank Plc: *Your Active Saver Account statement* - 31 October - 31 December 2015.
- 7.5 *Clerks & Council Direct* - January 2016.
- 7.6 Bridgham & Roudham Village Hall Treasurer: *Bridgham & Roudham hall hire.* **Note:** The revised charging rate was only meant to apply w.e.f. 1 September, whereas the Council had paid for the whole of 2015. The Clerk has asked the Treasurer to hold the credit of £80 to set against future charges.
- 7.7 Norfolk County Council: *Youth Parliament - Making our Mark.*
- 7.8 Smaller Authorities' Audit Appointments Limited: *External Audit for Smaller Authorities.*
- 7.9 Barclays Bank Plc: *Your Community Account statement* - 1-29 January 2016.
- 7.10 Breckland Council: *Planning Application documentation.* The Clerk will respond saying that the Council still wants to be sent paper copies of Planning Applications.
- 7.11 Bridgham & Roudham Village Hall Treasurer: *Bridgham & Roudham hall hire.*
- 7.12 Bridgham & Roudham Village Hall Secretary: *AGM.* Councillor Nelstrop said the 'AGM Books' could be left in the Distillery for Roudham residents to pick up if they wished.
- 7.13 Norfolk Association of Local Councils: *Service to Members update.*
- 7.14 Norfolk Association of Local Councils: *What we do for our Councils.*
- 7.15 Norfolk Association of Local Councils: *Café Clusters.*

8 Water running off Camp Farm fields. The Clerk reported that following the last meeting he had written to the land owner, Mr Rackham, but has received no response. He had now reported the problem to NCC Highways and asked them to take the matter up with Mr Rackham and advise him accordingly. He is still awaiting a response. Councillor Nelstrop said that NCC had recently cleared out all the grips, which would help a little, but to improve the situation it needed the land-owner to cultivate the land in the opposite direction to help the water to soak away.

9 Planning.

- 9.1 **3PL/2015/1321/F: Greenhouses Direct Ltd., Roudham Road, Harling Road.** Erection of detached store building and lean-to extension. Planning Permission dated 11 January 2016 was **received**.
- 9.2 **3AG/2016/0001/AG: Mere Farm, Larkshall.** Application under the Town and Country Planning (General Permitted Development) Order 1995 for the Erection of an agricultural shed (1 of 4). It was **noted** that the Clerk has used his delegated authority to respond 'No objection'.
- 9.3 **3PL/2015/1262/F: Camp Farm, Roudham Road, Roudham.** Install anaerobic digestion plant. Amendment - Deletion of proposed underground gas pipelines. It was **agreed** to repeat the Council's objections, questioning how the gas was going to leave the site, the accuracy of the KingdomTP report, the capability of the land to produce the fuel required, and the adverse impact on the proposed transport route, especially give then other applications approved recently which have each created a 'slight increase'.

In view of his Disclosable Pecuniary Interest in the next item Councillor Nelstrop left the room at this point.

- 9.4 **3PL/2016/0074/F: St. George's Distillery, Harling Road, Roudham.** Application for Erection of cafe and shop. It was **resolved** that the Council had no objection.
- 9.5 **3PL/2014/1205/F: Land to the west side of Roudham Industrial Estate, Roudham Road.** Siting of 2 number 'park homes' for residential use for site security staff, with pedestrian access. Notice of Appeal Decision (the appeal is dismissed) dated 1 February 2016 was **received**.
- 10 **Breckland Local Plan Preferred Directions Consultation.** The consultation documents were **received**. The Council **agreed** that the Clerk should register the Council's objection to the Rural Representation LP[080]003 detailed in Part 2 - Emerging Site Options, which had been submitted by the owner for possible Employment development. This is the large field opposite the entrance to Camp Farm, stretching eastwards to opposite the kennels. The Council objected that the traffic on Roudham Road was already at an unacceptable level, and development of this would make it worse. It would also amount to a further extension of the industrial estate into the open countryside.
- 11 **Parking on Roudham Road.** The Chairman said he had spoken to many of the residents on the road, and received a mixed reaction to the suggestion that white lines should be painted in an attempt to dissuade lorries from parking, but the majority were against. In the Public Session it had been reported that Foulgers in Trident House were encouraging lorries to park in the road while they did paperwork before and after going down to Camp Farm. The Council said this was in direct opposition to what it had been assured by Barry Germany, but it was said that he was no longer the site manager there. It was **agreed** that the Clerk should seek to arrange a meeting between representatives of the Council and Simon Lee, the new General Manager so the problems could be discussed with the new management. In view of the opinions expressed it was **agreed** not to take the matter of white lines any further.
- 12 **Sandwich Bar on Roudham Road.** Concerns were expressed about the café which had opened, as it had not been possible to find planning permission for the change of use to permit this. It was **agreed** that the Clerk should report it to Breckland Council's Planning Enforcement.
- 13 **Financial Regulations.** The Council's Financial Regulations were reviewed, and **approved**.
- 14 **Asset Register.** The Asset Register was **reviewed** and the valuations for insurance purposes **agreed**.
- 15 **Risk Assessment.** The Council's Risk assessment was **reviewed** and amendments **agreed**.
- 16 **System of Internal Control.** The Council **reviewed** its system of internal control.
- 17 **Finance.**
- 17.1 **Clerk's salary.** It was **resolved** that cheque numbered 100326 for £425.91 (salary for 1 January 2016 to 31 March 2016: £358.16; Mileage Allowance Payment for 9 December 2015 to 10 February 2016: £48.75 of which £2.13 is the reclaimable VAT element; Telephone Allowance: £19.00) to the Clerk be signed. (*Local Government Act 1972 s 112(2)*)
- 17.2 **Monthly Financial Report.** The report for the month ending 31 January 2016 was **received**.
- 18 **Matters for consideration at next meeting.** None.

- 19 **Next meeting.** The next meeting will be on **Thursday, 17 March 2016**, at 7.30 p.m. in **Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.**

B. Larwood

Brendan Larwood, Chairman

17 March 2016

Future Meeting dates:

Thursday, 17 March 2016	Thursday, 18 August 2016	Thursday, 15 December 2016
Thursday, 21 April 2016	Thursday, 22 September 2016	Thursday, 19 January 2017
Thursday, 19 May 2016*	Thursday, 20 October 2016	Thursday, 23 February 2017
Thursday, 23 June 2016	Thursday, 17 November 2016	Thursday, 17 March 2017
Thursday, 21 July 2016		

*Annual Parish Meeting and Annual Meeting of the Parish Council.

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