

ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council held on Thursday, 16 April 2020 at 7.30 p.m.

In view of the Coronavirus pandemic, this meeting was held as an online video conference, as authorised by *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

The meeting scheduled for 19 March 2020 did not take place.

Present Councillors Brendan Larwood (Chairman), Simon Armes, Sarah Gosling, Louise Martin, Andrew Nelstrop, Julian Gibson (Clerk)

- 1 Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Cllr. Inglis and Cllr. Stammers.
- 2 Declarations of interest.** None.
- 3 Dispensations.** None.
- 4 County and District Councillors' updates.** None.
- 5 Minutes.** The minutes of the meeting held on Thursday, 20 February 2020 were **confirmed** for retrospective signing by the Chairman of the next face-to-face meeting of the Council.
- 6 Matters arising.**
 - 6.1 [4.3] **HGVs and Hall Road.** The Chairman has advised that the landowner would be arranging for a highway-type "No through road" sign to be installed.
 - 6.2 [8.4] **Anvil Park Stud application.** Cllr William Nunn has confirmed that he has emailed the Quidenham Ward Members to seek their support on calling this application in if the officers are minded to approve it.
 - 6.3 [11] **Litter on A11 verges.** The Clerk discovered that, while Highways England is responsible for the maintenance of the A11, it is only responsible for collecting litter on Motorways, and so the request for a litter pick on the A11 has been referred to Breckland Council. The planned Litter Pick on 7 April was cancelled as a result of the Covid-19 pandemic.
- 7 Correspondence.** The following correspondence was **received**:
 - 7.1 Elizabeth Truss MP: *Community Access to Cash Pilots*.
 - 7.2 *Clerks & Councils Direct* - March 2020.
 - 7.3 Barclays Bank Plc: *Your Business accounts - at a glance* - Balances on 28 February 2020.
 - 7.4 Barclays Bank Plc: *Your Community Account* - 1-28 February 2020.
 - 7.5 Barclays Bank Plc: *Your Active Saver Account* - 1-28 February 2020.
 - 7.6 Came & Company: *Roudham & Larling Parish Council Insurance Renewal*. The Clerk has confirmed that all is in order.
 - 7.7 Came & Company: *Renewal Risk Presentation for Roudham & Larling Parish Council*.
 - 7.8 FPK Littlejohn: *2019/20 - instructions delayed pending clarity over coronavirus implications*.
 - 7.9 Breckland Council: *2019 Annual Review*.
 - 7.10 Breckland Council Planning: *Consultation [on planning applications] with Parish and Town Councils during Covid-19 period*. Breckland is no longer sending out paper copies of plans, and all comments on applications must be submitted electronically.
 - 7.11 Norfolk Association of Local Council: *Information note*.

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

7.12 Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 31 March 2020.

7.13 Barclays Bank Plc: *Your Community Account statement* - 29 February - 31 March 2020.

7.14 Barclays Bank Plc: *Your Active Saver Account statement* - 29 February - 31 March 2020.

8 Planning.

8.1 **3PL/2020/0020/F: Stablecroft, Roudham Road, Roudham.** Erection of domestic stable building. Planning Permission dated 3 March 2020 was **received**.

8.2 **3PL/2020/0125/VAR: Stablecroft.** Variation of Conditions 3,4,5,8,14,15,16,17,18, on 3PL/2008/0779/F work completed conditions above not discharged Planning Permission dated 15 March 2020 was **received**.

8.3 **3PL/2020/0277/LB: Larling House, Larling.** Proposed internal door opening at first floor level. Proposed replacement vehicular gates. (Listed Building application). It was **noted** that, after consultation with members, the Clerk has responded “No objections”, using delegated powers.

At this point the Meeting was briefly adjourned so that Members could go outside their homes and participate in the weekly Thursday 8 p.m. Clap for Carers.

9 Financial Regulations. The Council’s Financial Regulations were reviewed, and **approved**.

10 Asset Register. The Asset Register was **reviewed** and the valuations for insurance purposes **agreed**.

11 Risk Assessment. The Council’s Risk Assessment was **reviewed** and amendments **agreed**.

12 System of Internal Control. The Council **reviewed** and **approved** its system of internal control.

13 Stationery. It was **noted** that as a result of the Coronavirus pandemic, Viking is no longer going to accept cheque payments for stationery orders. The Clerk offered to settle invoices from his personal account, and it was **agreed** that the Council would then reimburse him.

14 Finance.

14.1 **Subscriptions.** It was **resolved** that cheque number 100439 for £140.72 to the Norfolk Association of Local Councils be signed, in settlement of their invoice no. 3837 for the annual subscription for 2020/2021. (*Local Government Act 1972 s.143*)

14.2 **Credits.** Receipt of the following credit was **noted**: Breckland Council Precept: £2,500.00 - 7 April 2020.

14.3 The report for the month ending 31 March 2020 was **received**.

15 Matters for consideration at next meeting. None.

16 Next meeting. The next meeting will be on **Thursday, 21 May 2020**, at 7.30 p.m. in **via Video Link**.

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Brendan Larwood, Chairman

20 February 2020

Future Meeting dates:

Thursday, 21 May 2020
Thursday, 18 June 2020
Thursday, 16 July 2020

Thursday, 17 September 2020
Thursday, 15 October 2020
Thursday, 19 November 2020

Thursday, 21 January 2021
Thursday, 18 February 2021
Thursday, 18 March 2021

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

Thursday, 20 August 2020

Thursday, 17 December 2020

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

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