

ROUDHAM & LARLING PARISH COUNCIL

10 December 2020

Members of the public are invited to attend a Meeting of Roudham & Larling Parish Council to be held **via Zoom video link** on Thursday, 17 December 2020 at 7.30 p.m. for the purpose of transacting the following business. To join the meeting click on this link: <https://us02web.zoom.us/j/84279700777>, or land-line phone dial 0203 695 0088 and follow the instructions, entering meeting number 842 7970 0777.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

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. In view of the additional complexity of holding this meeting "virtually", the Chairman will be particularly strict in keeping this section of business as short as possible.
5. **To confirm** and **sign** the minutes of the Meeting held on Thursday, 17 September 2020, and **to sign** the minutes of the Meetings held on 20 February, 16 April, 21 May, 18 June, and 16 July 2020, which were approved at the following meetings.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [9, Minutes of 19 September 2019] **Historic England.** Historic England has concluded that the criteria for listing the former WWI aircraft hanger at Roudham Road Industrial Estate are not fulfilled, largely because of damage already caused to the structure and the absence of other significant period structures around the area.
 - 6.2. [11, Minutes of 17 September 2020] **Pay Agreement 2020/21.** The Clerk has now realised that the award of an additional day's paid leave only applies to those with less than five years' service, and so will have no impact on him.
7. **To acknowledge receipt** of the following correspondence (* items distributed by email).
 - 7.1. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 30 September 2020.
 - 7.2. Barclays Bank Plc: *Your Community Account* - 29 August - 30 September 2020.
 - 7.3. Barclays Bank Plc: *Your Active Saver Account* - 29 August - 30 September 2020.
 - 7.4. Norfolk Association of Local Councils: *Norfolk ALC becomes a cooperative.*
 - 7.5. Barclays Bank Plc: *Your business accounts – at a glance* – Your balances on 30 October 2020.
 - 7.6. Barclays Bank Plc: *Your Community Account* – 1-30 October 2020.

- 7.7. Barclays Bank Plc: *Your Active Saver Account* – 1-30 October 2020.
- 7.8. Breckland Council: *Acknowledgement of complaint re alleged Unauthorised Change of Use - Rory J Holbrook*.
- 7.9. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 30 November 2020.
- 7.10. Barclays Bank Plc: *Your Community Account* - 31 October - 30 November 2020.
- 7.11. Royal British Legion: *Letter of thanks for donation*.
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
 - 8.1. **3PL/2020/0947/HOU: Mill House, Harling Road Roudham**. Two Storey Rear Extension single storey side extension and internal alterations. **To receive** Planning Permission dated 5 October 2020.
 - 8.2. **3PL/2020/0991/LB: Larling House, Watton Road, Larling**, Proposed removal of internal wall at first floor level and proposed internal wall infill at first floor level. **To note** that, after consultation with members, the Clerk has responded “No objections” using delegated powers, and **to receive** Listed Building Consent dated 22 October 2020.
 - 8.3. **3PL/2020/0682/F: East View, Roudham Road, Roudham**. Conversion of outbuilding into residential annexe. **To receive** Planning Permission dated 24 September 2020.
 - 8.4. **3PL/2020/0758/LU: Bryony, Road from Larling to Bridgham, Harling Road**. Demolition of existing conservatory and erection of a replacement garden room. **To note receipt** of this application which merely seeks a legal determination from Breckland Council based on the scheme submitted. This will be considered solely against the tolerances set out in Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Also, **to receive** notice that the application has been Refused.
 - 8.5. **3PL/2020/0864/F: St Georges Distillery Harling Road, Roudham**. Retrospective Application for Staff and overflow Car Park. **To receive** Planning Permission dated 5 October 2020.
 - 8.6. **3PL/2019/1455/EU: St Georges Distillery, Road from Larling to Bridgham**. Use of existing car park access from the B1111 (certificate of existing use). **To receive** notice that this application has been withdrawn.
 - 8.7. **3PL/2020/1210/F: Barkers Farm, Watton Road, Larling**. Erection of a steel framed, agricultural building. **To note** that, after consultation with members, the Clerk has responded “No objections” using delegated powers.
 - 8.8. **3PL/2020/1203/VAR: Land Adjacent to The Chapel Watton Road Larling**. Variation of Condition (2) on 3PL/2019/0135/F (Proposed dwelling). **To note** that, after consultation with members, the Clerk has responded “No objections” using delegated powers
9. **To note** that the Clerk has responded to the Government’s consultation paper *Changes to the current planning system* on behalf of the Council, following consultation with Members.
10. **To note** that the Clerk has responded to the Government’s consultation paper *Planning for the future* on behalf of the Council, following consultation with Members.
11. **To note** that the Clerk has responded to the Boundary Commission’s Draft Recommendations for the reorganisation of Division boundaries for Norfolk County Council, following consultation with Members.
12. **To appoint** a Councillor to be the Council’s representative at the Norfolk Association of Local Councils, virtual meetings to provide input to priorities, to receive updates on actions being taken, and to vote on behalf of the Council in elections to the Board.
13. **To note** that the Clerk has reported a suspected breach of planning regulations regarding Unauthorised Change of Use of land to the east of the Rory J Holbrook site on the Roudham industrial estate. Breckland Planning Enforcement has reported that their investigation has revealed that the neighbouring company, Square Deal Storage have erected a new security

fence in place of old fencing under permitted development rights and that there is no evidence to suggest that the boundaries have been moved. Accordingly, the case has been closed.

14. **To agree** the Budget for 2020/21.
15. **To agree** the Precept for 2020/21.
16. **Finance.**
 - 16.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £690.75 (salary for 1 October 2020 to 31 December 2020: £648.00; Payment of use of home as an office £13.50; Mileage Payment Allowance from 10 September - 10 December 2020: £29.25).
 - 16.2. **To approve** payment of £12.35 (Postage & telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 10 September 2020 to 10 December 2020).
 - 16.3. **To approve** payment of £30.00 to LexisNexis, being this council's share of order no. AB000053 for purchase of *Arnold-Baker on Local Council Administration* – 12 Edition.
 - 16.4. **To approve** payment of £6.25 to Norfolk Association of Local Councils, being this Council's share of the cost of the Clerk completing Website Accessibility Training on 13 July 2020.
 - 16.5. **To note** that although on 18 June the Council agreed and signed cheque no. 100446 for £7.20 (agenda item 19.3), this was in anticipation of a charge being levied by the solicitor who obtained a Land Registry search. In the event, no invoice has been received, and so the Clerk has destroyed the cheque and written the payment back into the Council cash book.
 - 16.6. **To note** receipt of the following credit: Breckland Council Precept: £2,500.00 – 1 October 2020.
 - 16.7. **To receive** the Monthly Financial Report.
17. **To decide** on any matters for consideration at next meeting.
18. **To confirm** the date of the next Meeting as **Thursday, 21 January 2021**, at 7.30 p.m. via Zoom video link.

Future Meeting dates:

Thursday, 17 December 2020

Thursday, 21 January 2021

Thursday, 18 February 2021

Thursday, 18 March 2021

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