

# ROUDHAM & LARLING PARISH COUNCIL

Minutes of a Meeting of Roudham & Larling Parish Council held on Thursday, 17 December 2020 at 7.30 p.m. This was a Zoom on-line meeting.

**Present: Councillors Brendan Larwood (Chairman), Sarah Gosling, Louise Martin.  
Julian Gibson (Clerk)**

*The meetings scheduled for 15 October and 19 November 2020 did not take place.*

- 1 **Apologies for absence.** It was **resolved** to accept the reasons for absence offered by Cllr. Inglis, Cllr. Nelstrop and Cllr. Stammers.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public participation session.** County Cllr. Steve Askew reported that the Police had originally objected to the proposed 40 mph speed limit on the grounds that it went against NCC policies, but when it was explained that everybody knew this, but still thought it was the right thing to do, this objection was withdrawn. He confirmed that the funding had been set aside, and so it would definitely go ahead, although he would ask again for a possible date for the installation. He commented on the Boundary Commission review, and thanked the Council for making its own objections. It was pointed out that the white lines at the junction of the B1111 and Roudham Road were almost invisible. The Clerk said that he had reported this previously using the on-line system, and Cllr Askew said he would check that this was on the list for re-painting in the spring.
- 5 **Minutes.** The minutes of the meeting held on Thursday, 17 September 2020, were **confirmed** and **signed** by the Chairman, who also **signed** the minutes of the Meetings held on 20 February, 16 April, 21 May, 18 June, and 16 July 2020, each of which had been approved at previous meetings.
- 6 **Matters arising.** None.
  - 6.1 [9, Minutes of 19 September 2019] **Historic England.** Historic England has concluded that the criteria for listing the former WWI aircraft hangar 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 **Correspondence.** The following correspondence was **received**:
  - 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 Planning.**

- 8.1 **3PL/2020/0947/HOU: Mill House, Harling Road Roudham.** Two Storey Rear Extension single storey side extension and internal alterations. Planning Permission dated 5 October 2020 was **received**.
- 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. It was **noted** that, after consultation with members, the Clerk has responded “No objections” using delegated powers, and Listed Building Consent dated 22 October 2020 was **received**.
- 8.3 **3PL/2020/0682/F: East View, Roudham Road, Roudham.** Conversion of outbuilding into residential annexe. Planning Permission dated 24 September 2020 was **received**.
- 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. Note of this application was **received** as it merely seeks a legal determination from Breckland Council based on the scheme submitted. This was considered by Breckland solely against the tolerances set out in Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), and notice that the application has been Refused. Was **received**.
- 8.5 **3PL/2020/0864/F: St Georges Distillery Harling Road, Roudham.** Retrospective Application for Staff and overflow Car Park. Planning Permission dated 5 October 2020 was **received**.
- 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). Notice that this application has been withdrawn was **received**.
- 8.7 **3PL/2020/1210/F: Barkers Farm, Watton Road, Larling.** Erection of a steel framed, agricultural building. It was **noted** 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). It was **noted** that, after consultation with members, the Clerk has responded “No objections” using delegated powers.

**9 Consultation (1).** It was **noted** that, following consultation with Members, the Clerk has responded to the Government’s consultation paper, *Changes to the current planning system*, listing a number of objections.

**10 Consultation (2).** It was **noted** that, following consultation with Members, the Clerk has responded to the Government’s consultation paper, *Planning for the Future*, listing a number of objections.

**11 Consultation (3).** It was **noted** that, following consultation with Members, the Clerk has responded to the Boundary Commission’s Draft Recommendations for the reorganisation of Division boundaries for Norfolk County Council, objecting to the including of Roudham & Larling and other small rural parishes with half of Thetford in one Division, and suggesting a way of keeping this parish in a division with other similar rural parishes.

**12 Norfolk Association of Local Councils (ALC).** Now that Norfolk ALC has become a co-operative organisation, it has requested that each parish council appoint a representative to attend virtual meetings. Cllr. Gosling volunteered to take this on, and this was **agreed**.

**13 Planning Enforcement.** It was **noted** that the Clerk had 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

DRAFT MINUTES SUBJECT TO CONFIRMATION AT NEXT COUNCIL MEETING

that there is no evidence to suggest that the boundaries have been moved. Accordingly, the case has been closed.

- 14 Budget 2021/22.** The Clerk presented a draft budget for 2021/22 which was **approved**.
- 15 Precept 2021/22.** It was **agreed** to fix the Precept for 2021/22 at £5,000, the same figure as for last year. an increase of £150. However, as the number of Band D equivalents has fallen slightly (meaning that the precept is spread across fewer payers) there will be a minimal increase in the parish council part of residents' Council Tax bills next year.
- 16 Finance.**
- 16.1 **Clerk's salary.** It was **resolved** that cheques numbered 100453 and 100454 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 form 10 September - 10 December 2020: £29.25) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s 112(2)*)
- 16.2 **Clerk's reimbursement.** It was **resolved** that cheque number 1004550 for £12.35 (Postage & telephones) to the Clerk be signed, as reimbursement for items paid on behalf of the Council for 10 September 2020 to 10 December 2020. (*Local Government Act 1972 s 111*)
- 16.3 **Publications.** It was **resolved** that cheque number 100456 for £30.00 to LexisNexis be signed, being this council's share of order no. AB000053 for purchase of *Arnold-Baker on Local Council Administration -12<sup>th</sup> Edition*. (*Local Government Act 1972, s.111*)
- 16.4 **Training.** It was **resolved** that cheque number 100456 for £6.25 to the Norfolk Association of Local Councils be signed, being this Council's share of the cost of the Clerk completing Website Accessibility Training on 13 July 2020. (*Local Government Act 1972 s. 111*)
- 16.5 **Cancelled cheque.** It was **noted** 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 **Monthly financial report.** The report for the month ending 30 November 2020 was **received**.
- 17 Matters for consideration at next meeting.** Schedule of future meetings.
- 18 Next meeting.** The next meeting will be on **Thursday, 21 January 2021**, at 7.30 p.m. in **via Zoom Video Link**.

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**Brendan Larwood, Chairman**

21 January 2021

**Future Meeting dates:**

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.