

ROUDHAM & LARLING PARISH COUNCIL

10 February 2022

Members of the public are invited to attend a Meeting of Roudham & Larling Parish Council to be held in the Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham, on Thursday, 17 February 2022 at 7.30 p.m. for the purpose of transacting the following business.



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 reminded that they should declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests, and 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. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make any decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** the minutes of the Meeting held on Tuesday, 16 December 2021.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
7. **To receive** the following correspondence available at the meeting, or * distributed by email:
 - 7.1. *Norfolk County Council: *Members Briefing Note.*
 - 7.2. *Breckland Council: *Future Breckland: Thriving People & Places.*
 - 7.3. Barclays Bank Plc: *Your Business accounts - at a glance - Your balances as at 31 December 2021.*
 - 7.4. Barclays Bank Plc: *Your Community Account - 1-31 December 2021.*
 - 7.5. Barclays Bank Plc: *Your Active Saver Account - 1-31 December 2021.*
 - 7.6. Barclays Bank Plc: *Your Business accounts - at a glance - Your balances as at 31 January 2022.*
 - 7.7. Barclays Bank Plc: *Your Community Account - 31 January 2022.*
 - 7.8. Barclays Bank Plc: *Your Active Saver Account - 31 January 2022.*
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
 - 8.1. **3PL/2021/1453/EU: Rory J Holbrook Ltd, Roudham Road.** Storage of Reclaimed Construction Materials, Soil and Natural aggregates - certificate of lawfulness existing use. **To note** that the Clerk contacted Norfolk County Council Planning about this application, which appears to be an attempt to partly circumnavigate the applications that

they had recently Finally Disposed of, and found that they were totally unaware of the Breckland one. They report that they had made an unannounced visit to the site on 1 December and found no sign of and no plant suitable for waste processing. The Officer commented that this application differs from the County ones in that this related to storage of waste rather processing, but pointed out that it could be a pre-cursor to a further application to the County Council for processing, as was the case with another recent application that was refused. Finally, he said they would scrutinize the application and make necessary representations if appropriate to do so.

- 8.2. **FUL2021/0025: Roudham Park Industrial Estate, Roudham.** New Pet and Equine Crematorium with associated Chapels of Rest and Waste Transfer Facility. Hard landscaping to provide service yard with staff car parking and visitor car parking; and soft landscaping design including a Memorial Garden.: CVS (UK) Ltd. **To receive** an update from the Chairman on the Council response made to the recent re-consultation.
- 8.3. **3PL/2022/0018/HOU: Fen Lane Farm, Watton Road, Larling.** Alterations to existing annex to provide improved accommodation, including alterations to existing fenestration, new roof windows and a raised terrace area. **To note** that after consulting with Members the Clerk has responded “No objections” using delegated powers.
- 8.4. **3PL/2022/0019/LB: Fen Lane Farm, Watton Road, Larling.** Alterations to existing annex to provide improved accommodation, including alterations to existing fenestration, new roof windows and a raised terrace area. **To note** that the Historic Buildings Consultant had reported that the building post-dates 1 July 1948 and is not a curtilage listed building to the principal building, and presumably, as a result, this application has been withdrawn.
- 8.5. **3PL/2022/0013/F: Rory J Holbrook, Roudham Road.** New office building, relocation of informal vehicle parking, and removal of existing portacabin office building. (Extension in response date to 20 February 2022 requested.)
- 8.6. **3PL/2022/0014/F: Rory J Holbrook, Roudham Road.** New industrial units with landscape enhancements, and demolition of existing workshop/ depot (hanger). Extension in response date to 20 February 2022 requested.)
- 8.7. **3PL/2021/0822/F: Thornwood Farm Boarding Kennels, Roudham Road, Harling Road.** Change of use to B8 outside Storage. **To note** that this application has been withdrawn.
9. **To consider** excluding the press and the public from the next two items as publicity would prejudice the public interest by reason of the confidential nature of the business.
10. **To consider** waiving Financial Regulation 11.8 requiring striving to obtain three estimates for the execution of works.
11. **To consider** placing an order for renovation of the three parish noticeboards.
12. **To receive** an update from Cllr Armes regarding the “Covid” plaque.
13. **To note** that the date selected for the annual Litter Pick is Tuesday 12 April, at 6.00 p.m.
14. **To review** any plans for an event to celebrate the Queen’s Platinum Jubilee.
15. **To consider** any issues regarding attendance at meetings.
16. **To review** the Council’s Financial Regulations.
17. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
18. **To review** the Risk Assessment.
19. **To carry out** the Annual Review of the system of internal control.
20. **To note** future meeting dates.

21. **Finance.**

21.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £730.30 (Salary for 1 January 2022 to 31 March 2022 £658.80; Homeworking Allowance £13.50; Mileage Allowance for 8 December 2021 - 8 February 2022 £39.00; Telephone Allowance £19.00).

21.2. **To approve** payment of £7.65 (Postage) to the Clerk in reimbursement for items paid on behalf of the Council for 6 October 2021 to 9 February 2022.

21.3. **To receive** the following credit: Barclays Bank Plc - Interest - £0.99 - 31 December 2021.

21.4. **To receive** the Monthly Financial Report.

22. **To decide** on any matters for consideration at next meeting.

23. **To confirm** the date of the next Meeting as **Thursday, 17 March 2022**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.

Future Meeting dates:

Thursday, 17 March 2022

Thursday, 18 August 2022

Thursday, 15 December 2022

Thursday, 21 April 2022

Thursday, 15 September 2022

Thursday, 19 January 2023

Thursday, 19 May 2022

Thursday, 20 October 2022

Thursday, 16 February 2023

Thursday, 16 June 2022

Thursday, 17 November 2022

Thursday, 16 March 2023

Thursday, 21 July 2022

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