ROUDHAM & LARLING PARISH COUNCIL

13 January 2023

**To all members of the Council**

You are hereby summoned to attend a Meeting of Roudham & Larling Parish Council to be held in David O Neale Memorial Hall, The Street, Bridgham on Thursday, 19 January 2023 at 7.30 p.m. for the purpose of transacting the following business.

Alison Pena

Locum Clerk to the Parish Council

**Agenda**

1. **To approve** the appointment of Alison Pena as Locum Parish Clerk for a period of 3 months.
2. **To consider accepting** the reasons for any apologies for absence.
3. **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.
4. **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.
5. **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 a 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.
6. **To confirm** and **sign** the minutes of the Meeting held on Thursday, 18 November 2022. To confirm and sign the minutes of the Extraordinary meeting of Parish Councillors held 15 December 2022.
7. **To report** matters arising from the minutes not on the agenda**: for information only**.
8. **To receive** the following correspondence available at the meeting, or \* distributed by email:
	1. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 30.11.22
	2. Breckland Council: Request for Register of Electors.
	3. NALC: Norfolk Parishes Website update
	4. Barclays: Letter requesting updated information
	5. Breckland Council: Breckland Design Guide
	6. May Local Elections update and timelines
9. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where applicable.
	1. **3PL/2022/1286/VAR: Barkers Farm, Watton Road, Larling**. Variation of Condition 4 on 3PL/2019/1127/F - To omit the words 'No development shall take place' from the wording of the condition as development has already commenced. **To note** that, after consultation with Members, the Clerk has responded “No objections”.
	2. **3PL/2022/1389/F: Land at Watton Road, NR16 2RA**. Residential development of 2 dwellinghouses. Application received 8 December 2022. (Extension to 26 January for response to be submitted)
	3. **3PL/2022/1406/F**: **The Old Mill, Road from Larling to Bridgham, Harling Road NR16 2QW**. Retention of three 5.2m galvanised steel storage racks to be partially clad in cedar cladding and the installation of two 5.2m high double sided steel storage racks (Part Retrospective) Application received 13 December 2022.
	4. **3PL/2022/0052/UC**: **Old School House, Watton Road, NR16 2AJ**. Prior approval for a proposed: Change of use from Commercial, Business and Service (Use Class E) to a Dwellinghouse (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA Application received 23 December 2022. Application received 23 December 2022.
10. **To note** receipt of an email from the Rt. Hon. Elizabeth Truss, MP, and **to consider** accepting her offer to come and meet the Council to discuss local issues.
11. **To consider** signing up to the Norfolk ALC “.[gov.uk](http://gov.uk/) Email” Pilot Scheme.
12. **Clerk role –** to discuss and agree payments. Continuing access by Clerk and Chair to electronic files and Parish email account to be discussed.
13. **To receive a report** from Cllr Gosling and Cllr Martin on their meeting with Rory Holbrook regarding the two recent deferred planning applications.
14. **To receive** a note from the National Association of Local Councils confirming that the 2022-23 National Salary Award has been agreed at a flat rate of an additional £1.00/hour across all grades, meaning that the Clerk’s salary will rise to £14.48/hour, or £3,127.68 p.a.
15. **To note** the following decision taken by the Clerk using delegated powers (payment previously agreed by the Council):
	1. Payment via cheque no. 100504 of £353.60 (£294.66 + £58.94 VAT) to Cllr. Martin, in reimbursement for her having paid Black Country Metal Works Limited for two tree guards to protect the Platinum Jubilee trees. (*Local Government Act 1972, s. 111*)
16. **Finance**.
	1. **To approve** payment of £190.00 to Cllr. Stammers, in reimbursement for his having paid Walnut Tree Garden Nursery for two trees to form part of the Queen’s Green Canopy.
	2. **To receive** the monthly Financial Report.
	3. **To approve** the 2023-24 Budget
	4. **To approve** the 2023-24 Precept
17. **To decide** on any matters for consideration at the next meeting.
18. **To confirm** the date the next Meeting of the Parish Council as **Thursday, 16 February 2023**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.
19. **To decide** the date for the Annual Meeting

**Possible Future Meeting dates:**

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| --- | --- | --- |
| Thursday, 16 February 2023 |  |  |
| Thursday, 16 March 2023Thursday, 20 April 2023 |  |  |

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