

ROUDHAM & LARLING PARISH COUNCIL

Minutes of the Annual Parish Meeting of Roudham & Larling Parish Council held on Thursday, 23 November 2023 in Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham.

Present: Councillors: Brendan Larwood (Chair), Shona Fairchild, Clare Lamberti, Ainsley Neilly, Dudley Stammers.

Alison Pena (Clerk).

No Members of the Public (MoP).

1. **Apologies for absence:** Cllrs Louise Martin and Andrew Nelstrop.
2. **Declarations of Interest:** none.
3. **Dispensations:** none.
4. **Reports from the District and County Councillors:** n/a.
5. **Public participation session:** n/a
6. **Minutes of the Meeting held on Thursday, 19 October 2023** - were duly agreed and will be signed by the Chair at the December meeting.
7. **Matters arising:**
 - 7.1. **Highways update** – the correspondence from the NCC Highways Engineer was discussed. It was agreed that the Clerk should contact him again to express concerns about the speed limit from the Harling Road station to Larling especially in view of the number of agricultural vehicles, pedestrians, horse riders and other users that use the road and their safety with the junction to A11. It was noted that Roudham Road does not meet the criteria for a 30mph speed limit as largely industrial. The Clerk had reported the roadworks signs left along the B1111 to Highways England; these are still awaiting collection.

ACTION: Clerk to contact NCCH and Highways England.

- 7.2. **Parish Partnership Scheme** – It was noted that NCCH had advised that the cost of a footpath along part of Roudham Road would be too costly being in the region of £300,000. It was agreed to explore the cost of a new SAM2 given that the current unit does not record.

ACTION: Clerk to action with Westcotec and NCCH.

- 7.3. **Defibrillator** - the Clerk reported that the matched funding schemes discussed at the last meeting required a defined location and access to power supply in order to apply for funding. She reported that the cost of purchase outright including heated cabinet, defibrillator and installation costs were in the region of £1,700 inclusive of VAT. This was a one-off cost with ongoing costs would be for replacement pads/battery pack, dependent on use of the defibrillator, which were in the region of £105 per time. It was agreed to include the potential cost as earmarked reserves in the 2024-25 budget for agreement at the December/January meeting. Cllr Larwood would explore some suitable locations.

ACTION: Clerk to action and Cllr Larwood to explore potential locations.

8. Correspondence:

- 8.1. **Local Government Pay Agreement** - following national negotiations it was noted that the Clerk's pay increased by £1 per hour to be backdated to 1 April 2023. See 10.3 below.
- 8.2. **Precept 2024-25** - The Clerk advised that the 2024-25 budget and precept needed to be agreed by the end of January 2024.

ACTION: Clerk to prepare 2024-25 budget and recommendation for precept.

- 8.3. **Biodiversity Policy** - it was noted that the PC needed to add biodiversity to each agenda and agree a Biodiversity Policy and action plan to comply with recent legislation.

ACTION: Clerk to circulate information from NALC for review.

- 8.4. **Complaint** - a resident had complained about smoke pollution from a local business; it was agreed the Clerk would contact the appropriate local agencies.

ACTION: Clerk to action.

9. Planning:

- 9.1. **3PL/2023/1035/PIP** – Land North of the Old School, Watton Road, Larling, Permission in Principle for erection of 2 dwellings with associated access and parking (Town and Country Planning Act 1990, Country Planning (Permission in Principle) (Amendment) Order 2017 - it was agreed that there was insufficient information to make an informed decision without plans/design statement. Concerns were raised about access and highways safety onto B1111 and oversubscription of local facilities e.g. school, doctors etc.
- 9.2. **3PL/2023/0708/F** – St George's Distillery, Harling Road, Roudham, increase in red line site boundary and redesign of scheme – no objections.

ACTION: Clerk to action on planning portal.

10. Finance:

- 10.1. **Monthly Financial Report** - noted. See 8.2 regards 2024-25 budget and proposed precept.
- 10.2. **Business Savings Account** – defer to the January meeting.

10.3. Monthly net salary payment for Clerk - £550.05 includes backpay as per 8.1 above - agreed.

10.4. Payment to Breckland Council for uncontested elections - £75 - agreed.

ACTION: Clerk to action payments and draft budget.

11. Matters for consideration at the next meeting: none

12. Date of the next Meeting: Thursday, 21 December 2023, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.



Brendan Larwood, Chair

Future Meeting dates:

Thursday 21 December 2023

Thursday 18 January 2024

Thursday 15 February 2024

Thursday 21 March 2024

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