

ROUDHAM & LARLING PARISH COUNCIL

Minutes of the Annual Parish Meeting of Roudham & Larling Parish Council held on Thursday, 21 September 2023 in Bridgham and Roudham David O'Neale Memorial Village Hall, Chapel Lane, Bridgham.

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

Alison Pena (Clerk).

No Members of the Public (MoP).

1. **Apologies for absence:** Cllr 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, 20 July 2023** - were duly agreed and signed by the Chair.
7. **Matters arising:**
 - 7.1 **Camp Farm update** – it was noted that the application had been withdrawn by the developers, but concerns were raised about the future use of the site.
 - 7.2 **Highways update** – nothing to report.
 - 7.3 **Online banking update** – the Clerk confirmed that the new Lloyds online banking account had now been opened. Forms were completed and signed the signatories to close both Barclays accounts and transfer monies to Lloyds. The Clerk would review appropriate savings accounts with Lloyds once the account was up and running.
 - 7.4 **Shrub Farm Cottages, Larling** – concerns were discussed and noted.
 - 7.5 **Anvil Park Stud** – the retrospective planning application was going to the Planning Committee on 26 September 2023.
 - 7.6 **Parish Partnership Scheme** – potential options were discussed and to be considered at the October meeting.

8. Correspondence:

- 8.1. New Key Person insurance claim update** – the Clerk advised that the insurers were still considering the claim and she had urged them to complete this in our favour given the severity of J Gibson's illness and small amount of the claim.
- 8.2. Breckland Local Validation List consultation** – noted that this would improve the planning application process for applicants and councils by providing a checklist.

9. Planning:

- 9.1 3PL/2023/0653/EU** - Two timber storage building utilising the allowances the provided by Schedule 2, Part 7, Class H of the General Permitted Development Order 2015 - Lawful Development Certificate (Existing Use) – Crendon Timber Engineering Ltd, The Old Mill, Harling Road – the parish council objected to this application on a similar basis as previously.

ACTION: Clerk to action on Planning Portal.

10. Finance:

- 10.1** Monthly Financial Report - noted.
- 10.2** Quarterly net salary payment for Clerk - £1273.20 – approved.
- 10.3** Quarterly refund from HMRC due to overpayment of PAYE tax in Q1 2023 -£221.80 - noted.
- 10.4** Payment to Clerk of £223.89 for payment to HMRC as last quarter's cheque was refused (see copy letter) - approved.
- 10.5** Move to monthly pay for Clerk in line with current practice for Clerk's pay - approved.

ACTION: Clerk to action payments.

11. Matters for consideration at the next meeting: n/a.

12. Date of the next Meeting: Thursday, 20 October 2023, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.



Brendan Larwood, Chair

Future Meeting dates:

Thursday 19 October 2023
Thursday 16 November 2023
Thursday 21 December 2023