

ROYDON PARISH COUNCIL

Draft Minutes of the Parish Council meeting held in the Parish Room, St. Remigius Church on Tuesday 26 April 2016 at 7.15 pm.

Present:	David Bartrum	DB	
	Paul Curson	PC	Chairman
	David Goldson	DG	District Councillor
	Pam Murton	PM	
	Jenny Shorter	JS	
	Andrew Daniels	AD	
	John Taylor	JT	Vice Chair
	Elizabeth Taylor	ET	
 In attendance:	 Gareth Roderick-Jones	 GRJ	 Clerk

Welcome and Apologies for Absence

Action

- 1 The Chairman welcomed members of the public to the meeting and accepted apologies from County Councillor Jenny Chamberlin

Declarations of Interest

- 2 A declaration of interest was made by Cllr Paul Curson (item 19a on the agenda)

Residents Forum

- 3
 - a There was mention of a number of potholes, which PC will photograph and GRJ will forward to Highways
 - b The Crick's Walk sign is in its new position. PC is hoping to be able to meet Highways tomorrow (27 April) as our Highways Engineer will be at a meeting in Diss. Outstanding Highways issues will be raised then.
 - c The broken fence on the A1066 has previously been reported to Highways.
 - d Parking outside the school: DG has spoken to Saffron regarding their agreement to having bollards erected but has not yet had a response.

**PC,
GRJ
JT**

Minutes of the meeting held on 29 March 2016

- 4 The Minutes were checked and a spelling error ("Rackham") and an omission (Cllr Daniels was present) were corrected; the minutes were approved by all and signed by the Chairman.

Matters Arising

- 5
 - PC has taken photos of the War Memorial for the survey. It appears in good general condition but we will await the Rackham report.

Accounts for Payment

- 6 An internal auditor is to be appointed and will have to be paid for his services (pro bono audits are no longer considered best practice). PC will speak to Graham Wuyts.

PC

- 6a The following were approved for payment

Pearce & Kemp	Street Lighting (Standing Order)	£158.26
Anglian Water	Dec '15 to April '16	£5.38
SNDC	Annual Dog Bin charges	£454.61
JM Crerar	Grounds Maint (March)	£70.00
P J Curson	Queen's 90 th Tree/transport	£253.50

Annual Income and Expenditure Report

- 7 a Draft end of year totals were presented as follows:
Total Income £23,287.86
Total expenditure £16,061.78 (gross)
Total expenditure £14,687.82 (nett)

Highways

- 8 On-site meeting is required with Bob Edwards to look into highways issues in the Snow Street/Darrow Lane/Manor Road area (drainage, surface water and road subsidence); **PC**
broken fence on A106: so far there has been no positive response from Highways. Proposed and unanimously agreed that JT can carry out repair work. **JT**

Parking outside school: DG reports that the school head will approach Jewsons/Ridgeons for sponsorship for posts. We await a response from the school on this, and also await a response from Saffron Housing.

Street Lights

- 9 Two lists of street lights do not match; PC is looking into the "Mayrise" online management system; **PC**
a quote should arrive soon from Pearce & Kemp for a new unit on the A1066; follow up required; **GRJ**
A complaint has been received regarding an unlit area at the end of Waterloo Avenue, where a street light has been removed. It was pointed out that there are no houses, just a line of garages, so a new unit would not be justified. The old one was removed because it was structurally unsafe.

Allotments

- 10 a Notice board repaired – JT provided glass and hardware free of charge, for which he was thanked.
b No action yet from Simon Murton on removing hedging materials, but conditions have been unfavourably wet so far.

Dog Fouling

- 11 Research indicates that signs can be bought online from £1.50 (vinyl self-adhesive) to £12 (metal with fixings). Decision deferred as it is unclear if signage will solve the problem. Ideas to educate the public via the school are being considered and we await word from the school.

Queen's Birthday Tree

- The tree has been purchased and is at PC's house. D Powley will plant the tree a week before the planting ceremony and PC and AD will supervise the planting. **PC, AD**
- D Powley will make a temporary wooden protective cage (PC to coordinate). **PC**
- PC will ask Leslie Burrows to participate in the planting ceremony, as a resident who has taken a keen interest in community affairs over a considerable number of years. **PC**
- DG will approach the school to see if they would like to be involved in the planting ceremony, and the date and time will then be confirmed and advertised accordingly. **DG**
- John Brookes will make a metal guard for the tree; AD to coordinate; **PC**
- AD will coordinate brass plaque; exact wording to be confirmed, but will have date of ceremony, mention of HM's 90th, and "Parish of Roydon" rather than "Roydon Parish Council". **AD**
- 13 Consideration of changing dates of meetings or publication dates of the Herald**
- After consideration it was decided to leave dates unchanged, but to improve information transfer.
- Articles can be sent to the Diss Express. PC will initiate contact and hand over the GRJ; **PC**
- dates of forthcoming meetings to be sent to the Herald **GRJ**
- Maintenance of Trees along A1066**
- 14** Ad in the past has maintained these trees by hand but they are getting too large for this. Agreed that this work should be carried out by JM Crerar in the autumn. GRJ to contact him to check that he is willing/able to do this later in the year. **GRJ**
- 15 Brewer's Green**
- The last Brewer's Green meeting was addressed by a lady keen to use the area for play sessions for 4-6 year-olds in the wooded area and near the pond. It was agreed that she should have a year's trial, during which any environmental impact on the area can be assessed. She does however appear to be very environmentally aware.
- 16 Standing Orders: to discuss amendments**
- a temporary suspension of Item 7 in Standing Orders relating to the maximum term of two years for the positions of Chair and Vice-Chair. Proposed DG, seconded ET and agreed unanimously.
- b An amendment to Financial Regulations to increase the threshold above which purchases must go to tender, from £300 to £750: proposed JS, seconded PC, unanimously agreed. **GRJ**
- 17 Community Infrastructure Levy (CIL)**
- Deborah Sarson (Clerk to Diss Town Council) has agreed to a joint informal meeting. PC will arrange a date. The following have volunteered if available: DG, JT or ET, PC **PC**
- 18 Neighbourhood Plan**
- Diss TC have uinvited Roydon PC to be involved in discussions about a

Neighbourhood Plan; consensus is that Roydon should be involved so PC **PC** will respond to Diss TC accordingly.

19 Planning Applications

- a 2016/0799 two-storey side extension and front porch,
68 Louie's Lane
- b 2016/0787 dormer window to provide additional bedroom,
15 De Morley Close
- c 2016/0876 front and rear extensions and rendering,
Oakmead Grove, Snow Street
- d 2016/0860 flat roofed extension to link house & garage;
conversion of part of garage to en-suite,
Home Farm Barns, Hall Lane

All applications approved; SNDC to be informed

GRJ

20 Correspondence

The following were circulated and noted:

- a Quaker Wood newsletter
- b UK Power Networks Priority Service Register
- c County Highways & Traffic Management (2 emails)

21 Report from District Councillor

The District Councillor's report was circulated in full to councillors. Cllr Goldson provided further information about forthcoming changes to the household waste collection schedules.

22 County Councillor's Report

The County Councillor's report was circulated in full to the councillors.

Date and Time of Next Meeting

16 Tuesday 31 May 2016 at 7.15pm, in the Parish Room at St Remigius Church.

Items for the agenda by Monday 23 May, please.