

ROYDON PARISH COUNCIL

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

Present:	Paul Curson	PC	Chairman
	David Goldson	DG	District Councillor
	Andrew Daniels	AD	
	David Bartrum	DB	
	Jenny Shorter	JS	
	Pam Murton	PM	
	John Taylor	JT	Vice Chair
	Elizabeth Taylor	ET	

In attendance:	County Councillor Jenny Chamberlin	JC
	Gareth Roderick-Jones (Clerk)	GRJ

1 Apologies for Absence

None

2 Declarations of Interest

Cllr Daniels declared an interest in items 6.4 and 6.5 (payments to Roydon PCC)

3 Residents' Forum

- a. A resident of Denmark Lane drew attention to noise and vibration caused by heavy traffic passing over the uneven surface on the A1066 on the approach to Diss, especially at night. JC will investigate, and has asked the resident to keep a detailed record of the nuisance. **JC**
- b. There is no sign of the live hedge that was promised along the western boundary of the Persimmon development on Old Denmark Lane/A1066 as part of the planning permission.
- c. There are numerous issues which GRJ will refer to the SNDC Rangers for their next visit:
 - i. Pavement south side of Old High Road needs strimming **GRJ**
 - ii. Waterloo Avenue street sign – numbers need to be visible **GRJ**
 - iii. Hedge on south side of the A1066 between St Remigius Church and The Close is overgrown **GRJ**
 - iv. Street signs need cleaning, especially Manor Road opposite the school and Church Close **GRJ**
- d. Dangerous junction between Brewers Green Lane and Factory Lane is made worse by overgrown hedge – PC will look through records to find the owners **PC**

4 Approval of Minutes

Two minor corrections were made and the minutes of the meeting 28 June were approved and signed.

5 Matters Arising from Previous Minutes

- the hole in the hedge has not yet been fixed; JM Crerar has been asked by letter to carry out this work
- street signs – Waterloo Avenue sign should show numbers; sign on Darrow Lane is illegible – to be reported to SNDC for action by Rangers **GRJ**

- Parking outside the school: although the head has sourced suitable posts they have not been installed because we should probably have permission from NCC Highways. DG will ask the school to write to the PC asking the PC to seek permission from Highways for the work to proceed. **DG**
- Mr Lawton's hedge on Hall Lane: Mr Lawton has responded to two letters to the effect that he has arranged for the hedge to be trimmed back so that it no longer encroaches, and has suggested we contact other owners along that road with the same request. PC will visit site to assess and will inform GRJ. **PC, GRJ**
- Pavement outside school: NCC Highways have responded in what seems a positive light to the opinions of the PC, County Cllr Chamberlin and District Cllr Goldson, and have pointed out that this is not yet at the formal planning stage.
- Dog Fouling signs: last week's Diss Express carried a photograph of a group of the children who produced the posters.
- The person who was going to conduct forest6 school activities on Brewers Green has had to withdraw because of opposition from the teacher in charge of health and safety, and will now just use the Green occasionally for closely supervised work, away from the pond area.
- The Green was very badly cut but following the PC's complaint, Norse have redone the work to a good standard, and have apologised.

6 Accounts for Payment

The following payments were approved for payment:

PAYEE	NARRATIVE	AMOUNT	CHEQUE #
Gareth Roderick-Jones	July salary	£223.92	101119
HMRC	PAYE	£55.98	101120
Anglian Water	allotment water supply	£21.94	101118
Roydon PCC	hire of Parish Room	£150.00	101121
Roydon PCC	donation to churchyard maintenance	£650.00	101122
Steeles Law	legal costs (allotment 6C)	£505.00	101117

7 Bank Balances (as at 4 July 2016)

The following were checked against bank statements and approved:

Current account	£24,885.10
Savings account	£7,829.62
sub-total	£32,714.72
less unrepresented cheques	£503.17
Cashbook Balance	£32,211.55

8 Highways

- There is a dangerous pothole opposite the Football Club – PC will photograph and send to GRJ to report **PC, GRJ**
- PC will also photograph culvert under Snow Street and send to GRJ to report **PC, GRJ**
- Numerous potholes in the parish have been marked for repair
- AD has spoken to JM Crerar regarding the trees along the A1066 and will meet him in August to discuss what needs to be done **AD**
- The 50mph sign west of the White Hart on the north side of the A1066 has been broken off – report to Highways needed **GRJ**

9 Brewers Green

The new tree is doing well; regularly watered by PC

10 Streetlights

- GRJ is now working from the inventory used by Pearce and Kemp (with a few corrections); PC will now carry out a physical inventory as some units on the list may no longer be present **PC**
- 9011 o/s 7 Copeman Road has now been removed
- 9044 opp The Close – there is no unit there, just an electricity pole, so we need a quote for a whole new unit asap **GRJ**
- o/s 19 The Close – Pearce & Kemp confirmed that current legislation allows us to use the existing electricity pole to attach a new lantern, and have quoted £299.00 + VAT to do this. It was proposed that we accept this quote and ask P&K to proceed. Proposed JT, seconded AD, agreed unanimously **GRJ**

11 Allotments

- The dispute with the former tenant of Allotment 6C has been resolved. Eventually the PC had been obliged to take legal advice from Steeles Law, which led to a court appearance at which rent arrears of three years and full legal costs were awarded to the PC, and the allotment has now been vacated.
- The former tenant requested information from the PC under the Freedom of Information Act, and the PC are preparing a response; when the draft is completed PC will forward it to GRJ for us to send our response. **PC GRJ**
- The current Tenancy Agreement is in places ambiguous and would benefit from revision; PC will prepare a draft and circulate it to councillors for their consideration before the next meeting. **PC**
- At the next meeting the PC may consider whether to take a deposit from new tenants; this may be necessitated by the problem of outgoing tenants leaving their allotments in a bad state.
- Three tenants have been reminded of their obligation to maintain their allotments; one of them has indicated that he does not intend to keep up his tenancy. The other two will be asked their intentions if their allotments remain in a poor state once the Tenancy Agreement has been redrafted.

12 Planning

No new planning applications

13 Neighbourhood Plan with Diss Town Council

The first meeting will take place on 2 August, and all councillors are welcome to attend the meeting. There is a consensus that Roydon PC are happy to be part of the Diss TC Neighbourhood Plan.

14 Correspondence

The following correspondence has been circulated to all councillors:

- Letters to 3 tenants regarding maintaining their allotments
- Letters regarding overgrown hedge in Hall Lane (and email response)
- Local Govt Boundary Commission Electoral Review of S Norfolk
- AON incorrectly credited payment
- Financial Services Compensation Scheme
- Community Action Norfolk July newsletter
- Norfolk ALC newsletter
- Public Nuisance and Bylaws

- Diss TC Neighbourhood Plan
- July Report from County Cllr J Chamberlin
- Letter from Norfolk PCC
- UK Power Networks "105" service
- Steve Jones email regarding Brewers Green
- Letter from tenant giving up allotment

15 Report from District Councillor

No new information to impart

16 Report from County Councillor

full report (circulated to all councillors) includes the following:

- Status of non-British workers in NCC
- Local Devolution
- Norfolk's Children Services
- Out of Hours dental provision
- Electoral Commission boundary consultation
- Hazardous Waste Amnesty at Thetford and Ketteringham

17 Any Other Business/Items for Next Agenda

- The cause of the cracking in the Village Hall wall has been investigated. It was caused by the septic tank not being properly emptied for a long time; the finger drains have become blocked, leading to seepage which has got into the brickwork. This will be dealt with soon while the hall is closed for redecoration.
- Next agenda – trees on A1066
- The wreath has been ordered for Remembrance in November – next agenda.

18 Date of Next Meeting

Tuesday 27 September 2016 at 7.15pm