

## ROYDON PARISH COUNCIL

Draft Minutes of the Parish Council meeting held in the Parish Room, St. Remigius Church on **Tuesday 28 March 2017 at 7.15 pm.**

|          |                  |    |                     |
|----------|------------------|----|---------------------|
| Present: | Paul Curson      | PC | Chairman            |
|          | David Bartrum    | DB |                     |
|          | Angela Brown     | AB |                     |
|          | Andrew Daniels   | AD |                     |
|          | David Goldson    | DG | District Councillor |
|          | Jenny Shorter    | JS |                     |
|          | Elizabeth Taylor | ET |                     |
|          | John Taylor      | JT | Vice Chair          |

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

### **1 Apologies for Absence**

Cllr Murton

### **2 Declarations of Interest**

ET and JT declared an interest in item 14 (refurbishment of village sign)

### **3 Residents' Forum**

a Steve Jones attended this meeting in order to give an update to the council and members of the public on progress in the restoration of Brewers Green to its former unspoiled state. Two years ago UK Power Network approached Mr Jones regarding renewal of cabling to modern standards; he responded that he would agree as long as the cabling was underground and poles removed. He now has the go-ahead for the removal of 26 BT and electricity poles. He demonstrated this on a large-scale plan of the area.

b Mr Jones also reminded us that part of his vision for Brewers Green also includes preventing Norfolk CC, via a court case due to start soon, from creating roadways across the Green where apparently none had existed before.

c The work carried out to date has been funded by Mr Jones and UK Power Network, but Mr Jones sees Brewers Green as a community asset, and therefore requests a contribution (suggested at £5,000) from the Parish Council - this will be added to the next agenda.

d Section 106 money - see item 12 in the last minutes - DG explained that this money came from the Long Meadow development; the first tranche was spent by NCC on footways etc. A second tranche has not been allocated, as was believed, but is for Diss and Roydon amenity spaces and leisure facilities; discussion with Diss TC will have to take place in the near future. DG will ensure that SNDC send out the correct information to Diss TC and Roydon PC for these talks to take place.

e There is a site notice up for the "shed" retrospective planning application but no application is yet on the SNDC system.

f There have been some complaints about the condition of footpaths but NCC have no budget to deal with these. The best solution might be volunteer working parties: DG will raise this at the forthcoming Annual Parish Meeting.

### **4 Approval of Minutes**

The minutes of the meeting 28 February were approved and signed with one amendment: "and" at the end of item 20 was deleted.

### **5 Matters Arising from Previous Minutes**

a item 3c - DG has passed photos to NCC Highways; however, an imminent reorganisation of Highways means that this will have to be followed up after 1 April.

b item 3d - PC spoke to the person suspected of fly-tipping bottles, who has denied involvement, so no further action can be taken at present.

c item 3g - speed sign appears to be working at present. GRJ has been in contact with Highways who are confused as to the type of sign and its location. It is possible it is not on their inventory. GRJ will take photo of sign to pass to Highways if it goes wrong again.

d item 5b - because the way grants are allocated has changed, the process of applying for funding for work at the Village Hall will have to be restarted. DG will follow up to restart the process.

e item 8a - hedges on Hall Lane. Highways do not consider these a hazard, so PC will inform Mrs Bloom (who originally raised the issue).

## 6 Accounts for Payment

The following payments were approved for payment:

| PAYEE                    | NARRATIVE                                 | AMOUNT  | CHEQUE # |
|--------------------------|-------------------------------------------|---------|----------|
| HMRC                     | PAYE                                      | £59.22  | 101147   |
| Gareth Roderick-Jones    | March salary                              | £236.86 | 101148   |
| John Taylor Builders Ltd | skip for allotment                        | £177.00 | 101149   |
| E-ON                     | streetlighting electricity (Direct debit) | £134.33 | n/a      |
| Pearce & Kemp            | streetlight maintenance (Standing Order)  | £158.26 | n/a      |

Balances as at 3 March 2017

current account  
savings account £7831.58  
total £31,548.74  
less u/p chq £53.49  
BALANCE £31,495.25

## 7 a Bank Balances (as at 3 March 2017)

The following were checked against bank statements and approved:

|                            |            |
|----------------------------|------------|
| Current account            | £23,717.16 |
| Savings account            | £7831.58   |
| sub-total                  | £31,548.74 |
| less unrepresented cheques | £53.49     |
| Cashbook Balance           | £31,495.25 |

b Barclays Bank paperwork - GRJ now has completed forms (except Personal Details form for AD, which is at Barclays Diss) and will complete forms and send with covering letter to explain requirements.

## 8 Highways

a Hedges in Brewers Green Lane have been trimmed.

b A new Highways Engineer (Gary Overland) will take over this area from 1 April and will be given a list of requirements once settled in.

## 9 Allotments

a a lot of clearing has been done by volunteers: they will be rewarded with the equivalent of two years' rent (Stan Peake) and one year's rent (Angela Brown). Proposed PC, seconded DG and all agreed.

b Mr Crerar will be given the job of cutting back the hedge/trees alongside the driveway, and also of keeping the paths around the allotments passable. PC will call him.

c JT has sorted out the leaking water container.

d Mr Mulder has not been maintaining his plot, so GRJ will send him a letter telling him his tenancy will be terminated if the plot is not put under proper cultivation.

## **10 Streetlights**

GRJ will circulate the quote received from P&K and will also get a similar quote from Cozens for comparison.

## **11 Diss & District Neighbourhood Plan**

PC attended a recent governance meeting; the original governance document is being refined. Wortham and Burgate are considering joining the project. The PC now needs public engagement; PC will initiate discussion in the Annual Parish Meeting which needs to be publicised. Deborah Sarson (Diss Town Clerk) has prepared some leaflets for public information.

Proposal: that Roydon Parish Council wishes to be a part of the Diss and District Neighbourhood Plan, recognising Diss Town Council as the lead authority.  
proposed: PC, seconded AB and agreed unanimously.

## **12 Community Governance: Parish Boundaries**

- a (DG) local government boundaries at all levels are being examined because in some areas there have been changes in population numbers. Parishes can consider changes or mergers, though these will not be mandatory.
  - do we want to consider joining other parishes to form a joint parish council?  
(Roydon is unusually large in population and turnover compared to other rural parishes, and there may not be an appropriate match with another parish)
  - is there a case for altering the Roydon parish boundary?  
(the boundary could be moved to the east to remove the anomalies in the Long Meadow estate, which the current boundary runs through)
- b PC has a meeting with Deborah Sarson on Thursday in order to present the views of Roydon PC. It was also suggested that the boundary could be redrawn to follow the existing ditch and footpath; we could maintain the status quo; the housing should be within Diss as Diss provides and supports a lot of facilities used by Roydon residents and should get any income from the housing. PC will raise these issues in the APM.

## **13 Planning**

Documents for the following applications were circulated to councillors with a request to contact GRJ with any objections before the deadlines:

- a 2017/0673 White Lodge, Hall Lane - alteration to existing annex accommodation (deadline 11 April)
- b 2017/0572 5 Frere Corner - single storey rear/side extension (deadline 31 March)
- c late applications - none

## **14 Village Sign and area**

- a JT gave a quote of £260 + VAT for the brickwork, seat slats etc  
proposed that we accept the quote: proposed PC, seconded DG and agreed unanimously
- b Once the sign has been removed, cleaned and prepped it will need a suitable person to repaint it: ET volunteered to do this
- c a yew tree will be planted in the autumn as a backdrop to the sign.
- d the garden patch under the hog carving is untended: JS will raise the issue at the next VH Committee meeting

## **15 Missing Postbox update**

GRJ has heard from the MPs office and also from a Royal Mail manager. No specific action has been promised but there has been some reaction at least.

## **16 Hog Carving**

The situation has been explained to the insurers and they have been asked for their advice as to whether or not an endorsement is required, and which policy the carving should fall under; no response yet.

GRJ will contact Scole-based Bierton and Woods, stonemasons, once the insurance situation is clarified, to ask about repair/preventative repair costs - if they need a site visit GRJ will give them JT's number.

## **17 Correspondence**

Correspondence has been circulated to all councillors and noted.

County Councillor's report  
Diss and District Neighbourhood Plan – Map  
emails re: missing phone box; street lighting on Brewers Green; faulty electronic traffic sign;  
police newsletter  
CPRE re housing targets  
Quaker Wood annual report  
references for Roy Cozens streetlighting  
SNDP Re-Use Event  
Home Shield Norfolk  
Better Broadband subsidies  
Electoral Review - recommendations

**18 Report from District Councillor**

(full report has been distributed to all councillors)

Cllr Goldson described to the council issues surrounding local government reorganisation, the housing white paper, changes in procedures to obtain district council grants, and the importance of maintaining business rates relief for the pub and the garage, which are the community's last public retail facilities.

**19 Report from County Councillor**

(full report circulated to all councillors)

Cllr Chamberlin gave the council information on the relaxation of DEFRA's control zones, the Community Governance consultation periods, Better Broadband improvements and the regional emergency services collaboration which sees firefighters working alongside paramedics.

**20 APM and AGM**

There will be a separate Annual Parish Meeting at 8.15pm at the Village Hall on 25 April 2017. The AGM of the Parish Council will be held on 30 May 2017 at 7.15 pm at St Remigius.

**21 Any Other Business**

New dog poo posters from the school have been delivered and will go up next week.

**22 Items for Next Agenda**

as above

**21 Date of Next Meetings**

Annual Parish Meeting: Tuesday 25 April 2017 at 8.15pm at the Village Hall

Monthly meeting: Tuesday 2 May 2017 at 7.15 pm at St Remigius

Annual General Meeting: Tuesday 30 May 2017 at 7.15pm at St Remigius