

ROYDON PARISH COUNCIL

Draft Minutes of the Annual Parish Council meeting held in the Parish Room, St. Remigius Church on
Tuesday 30 May 2017 at 7.15 pm.

Present:

John Taylor	JT	
David Goldson	DG	District Councillor
David Bartrum	DB	
Jenny Shorter	JS	
Pam Murton	PM	
Andrew Daniels	AD	
Angela Brown	AB	
Elizabeth Taylor	ET	

In attendance: Gareth Roderick-Jones (Clerk) GRJ

1 Election of Chairman of the Parish Council

Cllr Paul Curson nominated: proposed DG, seconded AB and elected unanimously

2 Election of Vice-Chair of the Parish Council and other officers

Cllr John Taylor nominated as Vice-Chair: proposed DG, seconded DB and elected unanimously.

Allotments: Cllr Angela Brown nominated: proposed JT, seconded JS and elected unanimously. **NOTE:** Cllr Brown accepted the nomination provisionally, pending a discussion with PJC as to the duties involved.

Village Hall Committee: JS and AD agreed to continue to represent the PC

Diss & District Neighbourhood Plan Steering Committee: DG and PJC to continue to represent Roydon PC

Planning Committee: PM, JS, ET and AD agreed to continue in this role

Brewers Green Management Committee: DG, ET, JT and PJC (as Chair) to continue in this role

3 Apologies for Absence: Cllr Paul Curson (PJC)

4 Declarations of Interest: none

5 Residents' Forum

- a The hedge on Old High Road needs cutting back - GRJ will send Highways a reminder.
- b Factory Lane: a resident asked if a new gateway required planning permission - referring to the property with the shed/summer house - and the answer was that permission was not required (DG).
- c It seems that the shed/garden building has been approved by Diss Town Council and SNDC have now granted permission - but the property is in Roydon, not Diss. Roydon PC did not receive notification of the application. It seems that this was sent erroneously to Diss TC and neither Diss TC nor SNDC checked the location. DG will discuss with the planners and inform GRJ, who will follow up with SNDC and Diss TC. An original application in 2014 was sent to Roydon PC who requested a condition that a generator not be used outside normal working hours. Are conditions set in 2014 being adhered to? DG will check existing conditions for infringements.
- d The Football Club are erecting a mobile mast on Factory Lane - on the Diss-Roydon boundary, but Roydon PC have not been informed. DG to investigate.
- e Pole outside Rowans, Manor Road: a resident has ascertained that once work laying underground cabling has been completed, power can be supplied to the pole to enable the streetlight to be maintained. No provision for this has yet been made, so the PC need to inform UKPN of the ownership of the light and that the PC want to have the light kept operational. However, (JT) according to some records the pole is on the Green and not outside the boundaries of the Green. There is disagreement about which maps should be used to determine the boundaries of the Green in relation to the properties which adjoin. The owner of the Green, Steve

Jones, has arranged for the removal of unsightly poles in favour of underground cabling, and also to reduce light pollution; he is awaiting completed proposals from the Secretary of State. Controversy over different "definitive" maps are long-running and well-known (DG); a change in the definitive map would have to go to the Secretary of State.

- f There is some disagreement over the desirability of retaining the streetlight. It is an old bracket lamp which should be removed anyway; on the other hand, some argue that it is necessary for the safety of parents and children returning from late school activities. We need agreement on boundaries and lights, and it was suggested that there should be a separate meeting with Mr Jones to discuss these matters.
proposed DG, seconded JS and agreed unanimously
- g A member of the public asked if there was documentary evidence that BT had agreed to remove their cables; if the PC had seen the BT plans; if it was known that full plans existed.
- h Has the PC taken any action regarding the missing postbox? GRJ read an extract of a letter from Royal Mail dated 22 May 2017 apologising for the delays and assuring Roydon PC that this was being investigated.
- i There was mention of the hedge at the Snow Street allotments - this will be added to the next agenda.

6 Approval of Minutes

The minutes of the meeting 2 May 2017 were approved and will be signed by PJC, who chaired that meeting, on his return.

7 Matters Arising from Previous Minutes

- a War Memorial needs to be cleaned/refurbished ready for the 1918-2018 centenary. GRJ will contact the stonemasons Bierton and Woods in Scole and will get them to discuss requirements with AD.
- b Work at the Primary School is scheduled to start during the summer holidays 2017 and continue until Easter 2019. At a recent meeting it was said that the planning application was about to be submitted. Most of the Section 106 money will probably be absorbed by this work, but we do not currently know what will be left over. Work this summer will include moving the mobile classrooms and creating a new entrance on Old High Road.
- c Boundary Review: JS and DG attended a meeting with Diss TC regarding boundaries. There is no agreement. Roydon PC have submitted an online response confirming that we do not support boundary changes. The matter will now be adjudicated by SNDC.

8 Accounts for Payment

The following payments were approved for payment:

PAYEE	NARRATIVE	AMOUNT
Gareth Roderick-Jones	May salary	£236.86
HMRC	PAYE	£59.22
Pearce & Kemp Ltd	replacement lamp as quoted	£358.80 *
Norse Eastern Ltd	grounds maintenance (6 monthly)	£563.40
Aon UK Ltd	annual insurance premium	£647.39

- * cheque to be held until it is clear which lamp has been replaced - there is no new lamp opposite The Close. GRJ to investigate.

9 Bank Balances (as at 4 May 2017)

The following were checked against bank statements and approved:

Current account	£32,749.41
Savings account	£7,831.58
sub-total	£40,580.99
less unrepresented cheques	£647.90
Cashbook Balance	£39,933.09

Barclays have rejected the Appointment of Bankers paperwork as two sections have to be signed by the Chairman and a Councillor (not the Responsible Financial Officer). They have not provided the correct form. GRJ will follow up.

10 Approval of internal audit arrangements

The previous internal auditor, Mr Graham Wuyts, has indicated that he is willing to do the audit again this year. It was proposed that we should use his services again this year. proposed JS, seconded ET and agreed unanimously. GRJ will follow up. Figures for the Annual Return will be presented at the next meeting in time for the annual deadline.

11 Village Hall

GRJ has written to Steeles Law asking them to represent Roydon PC in the voluntary registration of the land but has had no response. GRJ will follow up.

12 Streetlights

GRJ will follow up recently reported faulty lights and will investigate new lamp for which we have been invoiced (see item 8 above).

13 Brewers Green

Grass cutting has been scheduled for late September. The new tree now has its permanent guard, made and installed by John Brooke.

14 Planning Applications

- a 2017/1010: 1 Sandstone Way double storey extension (previously circulated to councillors) - no comments
- b no late applications

15 Correspondence

Correspondence has been circulated to all councillors and noted. Electronic copies of notification of road closures in Diss will be sent out to councillors with email.

16 Report from District Councillor

There has been little activity to report because of the forthcoming general election.

17 Report from County Councillor

There is no report yet from the new County Councillor, and there has been minimal activity in the County Council because of the general election.

18 Items for Next Agenda/AOB

Items to be reported to Highways/Highway Rangers:

- Footpath 9 from Snow Street to Baynards Lane is impassable
- Footpath from Snow Street through the woods opposite The Friary
- Footpath from Factory Lane to Brewers Green Lane
- Tree overhanging Snow Street

Next Agenda: access to allotments
new rota for recycling centre
site of flooding on A1066 opposite The Close

20 Date of Next Meeting

Tuesday 27 June 2017 at 7.15pm