

Roydon Parish Council

Minutes of the Parish Council meeting held virtually
on Tuesday 2nd March 2021

Councillors Present:

Paul Curson (PC) Chairman
Jenny Shorter (JS) Vice Chairman
Trevor Ault (TA)
Angela Brown (AB)
Andrew Daniels (AD)
Jane Jennifer (JJ)

In attendance:

Wendy Benson (WB) Clerk & RFO
Keith Kiddie (KK) County/District Councillor
Graham Minshull (GM) District Councillor
Jenny Wilby (JW) District Councillor
5 members of the General Public

	Action
1. Apologies for absence: Accepted from David Bartrum, Pam Murton, Elizabeth Taylor	
2. Declarations of Interest: PC – Item 10 PC, JJ, TA – Item 11	
3. Public Forum: County & District Councillors reports and opportunity for residents to raise any issues or questions. County Councillor report - KK: The last few weeks have been busy with Covid. Thanks to all Roydon & Diss residents for their response to the surge testing. Factory Lane work should start next Monday, 8 th , with the ditches and trees and some re-surfacing work being undertaken. The A1066 re-surfacing project will be delayed due to the need for work to be carried out near the garage by a specialist drainage team before the re-surfacing work commences. Additional work is being done to the pavements on Old High Road near the school. Further afield the A1066 towards Scole is being looked at with added complications of various utility companies involved where trial digs are being done. Norfolk County Council and Police and Crime Commissioner elections will go ahead on 6 th May. All polling stations are expected to be operating but the details of procedures are still being finalised. Residents are being advised and encouraged to use a postal vote for these and should access the forms via the	

	South Norfolk District Council website or ring 01508 533704 for help. This needs to be done as soon as possible as the deadline is mid-April. KK asked that this be advertised as widely as possible to Roydon residents. Resident questioned if the re-surfacing work would include the splay on the entrance to the village hall and KK confirmed he would get Gary Overland (Highways) to look at this. Resident questioned if the part of the A1066 on the south side near the village hall that is very badly cracked and deteriorating would be looked at before the major resurfacing project. KK confirmed this would be looked at. District Councillor report – GM: It has been a busy month with the bulk of the time being spent on the Covid testing. Over 8,000 tests were done during the first weekend and testing will finish on Wednesday 3rd March. Flood investigations are under way with the first meeting of the committee having been held. We are looking into having designated contacts and running a series of training sessions to set up local working groups and local plans to help when flooding occurs. This will hopefully use Parish Councillors to be the local contact and would enable a quick response from the District Council. The budget meeting has been held and council tax will rise by £5 on a Band D property. In preparation for the end of banned evictions, which could see a rush of homelessness, the council has put aside money to address this and protect those affected. Money is being invested in leisure centres to ensure their continued availability (Diss LC is currently not making a profit). An Environmental Enforcement Officer is being appointed to be pro-active in the community, with their remit including flooding, fly tipping and a variety of environmental issues. This will include, for example, assisting the Police in cases of raves where a council official must be present. Approximately 30 council staff have been redeployed to Norfolk and Norwich Hospital helping on the wards and at vaccination centres. The council is in a good financial position to bounce back after Covid. Resident question to GM: They have been unable to access a test and had not been visited even though they have family members who are clinically extremely vulnerable. Neither the 119 centre or the HelpHub had been able to help to sort this out. This was reported as not an isolated case and the resident knew of other people who had not been visited. District Council report – JW: Over six thousand people living and working in the parishes of Diss and Roydon have now participated in targeted surge testing. Norfolk public health and S.N. Council have applauded the efforts of the local people and remain keen to remind anyone who has collected home test kit to complete their test and return it as soon as possible. Anyone unable to attend a mobile testing unit or experiencing difficulties with booking a test should contact S.N. council help hub on 01508 533933. At last week's annual budget setting meeting I was pleased that it was agreed to carry on with the local members thousand pound grant which is available for local projects in the coming year.	Clerk
4.	Approval of the minutes of the Parish Council Meeting held on 2nd February 2021:	

	The minutes were recorded as a true and accurate record and the motion to approve the minutes was agreed unanimously.	
5.	Matters arising from the minutes (for information only and not on current agenda): TA – Item 11. Asked if any additional brownfield sites had been identified and PC confirmed that no further contact had been made from the resident. JJ – Item 15: Public Forum – a resident requested a list of RPC owned streetlights be made available. I would like to thank Wendy for listing them all very clearly on the RPC website under their own 'streetlight' tab. JJ – Item 15. Clarity regarding the consideration of a central refuge on the A1066. FROM FEBRUARY’S MINUTES: PC explained that following the highways traffic survey and the report that a pedestrian crossing was not an option the parish council had discussed a central refuge at a previous meeting but it was decided that the road was not wide enough to install one safely. it is already difficult at the pinch points for two lorries to pass. there are dropped curbs at the pinch points and these are sited where highways deem it to be safe to cross. it was suggested that we review where the dropped curbs are with an onsite meeting with Gary Overland, KK and councillors, and that the residents who had raised these queries would be notified of this meeting so that they could attend in order to discuss the best solution. TO CLARIFY: The possibility of a central refuge was brought to the June and July parish council meetings. In the on-site meeting with KK and GO on 25 June 2020 the following was discussed: . if a traffic refuge was installed it would have to be at one of the already existing pinch points as they are the safest places for pedestrians to cross. . as a group, we judged the pinch point just to the east of the village hall to be the one likely to get most use, due to proximity to village hall and garage/shop. . despite our misgivings that the road appeared too narrow, at any point of its length, to accommodate a refuge in the centre of the road, GO assured us that Highways would only carry out work if it was assessed to be safe. . to create a traffic refuge, the road would be widened at the pinch point to accommodate the refuge. . if we wanted Highways to go ahead with plans for a refuge, GO would arrange the associated assessments as to its viability. <i>Complicating issues:</i> . this meeting took place just as the first DDNP consultation was about to start and we knew that Site A was included in the consultation to gain residents' views for its possible allocation for development.	

	. having discussed this with KK and GO, we heard from GO that if the entry/exit to Site A was in the field entrance between Flettons and Linden then, if a traffic refuge was installed at the site of the current pinch point, it would have to be re-sited when the development went ahead because of safety issues. This would result in a waste of tens of thousands of pounds of taxpayers' money if we agreed to a traffic refuge now. There were also urgent <i>time constraints</i> put on us: . for budgetary reasons, KK told us that we had just a week in which to decide whether we wanted to authorise GO to go ahead with plans for a refuge. <i>Our conclusions:</i> . we decided we couldn't commit to such a big spend from Highways considering: a) we wouldn't know till later in the year whether Site A would be the site allocation for DDNP (in which case the entry/exit road into the new development would mean the traffic refuge would have to be re-sited) and we might have wasted a large amount of Highways money. b) without wider consultation with residents - for which we had no time if we were to give our decision within the time constraints - we had no way of judging if residents would support the installation of a traffic refuge at this site. AD – Item 5: Drain cover by western most pinch point is still upside down and dangerous.	Clerk
6.	Clerk's Report: • Highways: The signs at either end of Bellrope Lane are to be replaced. I had this report from Diss Town Council Clerk. The potholes Suffolk side of the Doit Bridge have been reported to Suffolk CC and I have had confirmation that these are on their list to be attended to. • Roydon Fen Group: Following the information presented at the January PC meeting. Mr Dalglish wanted to make it clear that the group was being set up by himself and 2 other residents, Mrs V Dalglish & Mrs I Baker. • Bin Collection Calendars: I have been informed that these are no longer being issued and residents should access information on collection days from the South Norfolk DC website. For those residents without internet access who require a hard copy, these can be requested by ringing 01508 533830. • Grit Bin Enquiry: I have received an enquiry asking if we have local grit bins for residents' use. This subject had been discussed some years back and it was decided that these would not be installed, as once a resident clears a path it could make them liable if an accident occurred on that area and open to litigation. This information was passed back to the resident.	

	• Factory Lane: A letter was sent to Mr Scott of Factory Lane, thanking him for the work he has done over a long period of time keeping the ditches and surrounding areas cleared and tidy. • Streetlights: Column 70 has been reported as not working. Also, columns 33 & 34 have had the agreed work done and UK Power Networks have now got to finish off. This will be done before the end of March. • VE/VJ Day Grant: It has been confirmed that this grant should be spent by the beginning of September. • Primary School Lights: The School have informed me that they have contacted Norfolk Property Services to find out how the lighting timings can be changed and will reply to us in due course with an answer. • Parish Council Meetings: The current legislation allowing for virtual meetings expires after 6th May. Currently Central Government are being lobbied to assess the impacts of this, and whether an extension should be made. NALC will inform us once a decision has been reached.	June Agenda KK to make enquiry
7.	Financial Matters and Banking: a & b. Copy of bank balances, bank reconciliation and payments attached to these minutes. Bank reconciliation and payments/receipts document received by councillors prior to meeting, all payments authorised unanimously, no receipts this month. N.B. Clerk to inform PC if invoice from Mr Frizzell not received by middle of month for payment in March, before year end	Clerk
8.	Streetlight Upgrade to LED project: Update on progress. I am still awaiting a reply from the Secretary of State via NALC. I have chased this up. No further progress.	
9.	Louies Lane Noticeboard: Discussion and decision on expenditure for refurbishment. PC has approached a contractor and is awaiting arrangement of a suitable date to meet.	April Agenda
10.	Planning: The following applications have been received and the planning committee referred these to full council for discussion: 2021/0152 & 2021/0153: Roydon Hall, Hall Lane, IP22 5XL. Part removal of east corner, replacement conservatory and side extension, erection of pool extension, to also include retrospective approval for raised timber terrace, photovoltaic panels on roof. Although this application contains extensive alterations the council considered it to be sympathetic with, and not detract from, the character of the house. It is not overlooked. Concerns were voiced about the swimming pool specifically in regards to environmental damaging chemicals and high energy use. It was acknowledged that there are currently no environmental regulations or	

	planning requirements for pools. The application included solar panels and it was requested that the Parish Council response should include a comment that these should be fitted to offset energy use for the pool. <i>The Parish Council supports this application.</i> 2021/0278: Longridge, 53 Louies Lane, IP22 4EQ. Proposed replacement single storey rear extension, extension of existing garage, conversion of loft space to include a single dormer window and associated internal alterations. There were concerns regarding the proximity of the garage to the boundary fence, and these are to be noted on the Parish Council's response to the application. <i>The Parish Council has no objections to this application.</i> 2021/0297 & 2021/02987: North House, Brewers Green, IP22 5QR. Erection of single storey side extension and detached garage. A number of concerns were raised with this application. It was considered that the extension to the main property was not in keeping with the character of the grade II listed building. The extension was contemporary and not in keeping with the building or area, detracting from the character of the property. Specifically noted was the size of the proposed extension and the flat roof element. The garage was more in keeping with the original property but the size of this was felt to be overbearing. Section 12 of the application form states no trees or hedges will be removed or cut back but concerns were raised over two trees that appear to be within the area that the drive has been planned. <i>The Parish Council objects to this application.</i> GM to recommend that this application goes to South Norfolk Full Planning Council for consideration. The following decision has been received: 2020/2377: 17 Millway Ave., IP22 4QL. Replacement porch and construction of single storey extension. Approved with conditions. This decision was acknowledged.	Clerk Clerk Clerk
11.	D&DNP: Update report. PC reported: PC, JJ & TA continue to review and approve each section of the Roydon parts of the DDNP document and are making good progress. Local Green Spaces (LGS) – The meadow north of Roydon Fen track, one of the proposed LGS, has recently been sprayed off resulting in much of what was aimed to be preserved now lost. It would still be desirable to keep this in the DDNP LGS but further advice is being sought as to suitability from the managing group of the DDNP and an outcome is still awaited. This will be reported on our website, if possible, once we have confirmation. Enquiries were made to Natural England in conjunction with the spraying and confirmation was received that it is recorded that this land has been cultivated within the last 15 years (spraying is included in the term cultivated) therefore this was a legally legitimate action. Concerns had been raised by residents about effects of this spraying. Mr Dalglish had approached the spray contractor who confirmed that the action was being undertaken for the owner of the land. Whilst the Parish Council regrets that this action has been taken, we acknowledge that this was not an	

	illegal course of action and as such there is nothing further that the Parish Council can do.	
12.	Roydon Footpath Group: Report. • not yet had a further meeting, next one due this Saturday. • having spoken to the Business Support Officer for South Norfolk's Countryside Access Officer, they've confirmed they would like us to send a comprehensive report of all footpath issues and informed us of the details they require. • Trails Officer's site survey of FP22 (where it borders 19 Roydon Fen) was delayed due to snow but it took place last week. The length of repair required was measured and the damage assessed. Norfolk Trails will now ask contractors to quote for the job and will keep us and the landowners informed of developments. • we emailed Bressingham Parish Council asking to be put in touch with whoever on the council is concerned with their footpaths and are waiting to hear back.	
13.	Roydon Community Facebook page: Approval of the posting of Agenda & Minutes on this page. It was noted that this Facebook page was originally formed during the boundary dispute and has now become a valuable asset for the community. It was agreed unanimously that all agenda and minutes from Parish Council meetings be posted on this page by the Clerk.	
14.	Any other Business: Including issues arising to be included on next agenda. A reminder that County & District Councillors grants are available from beginning of April for local groups to apply for. Information regarding postal voting will be put on the community Facebook page and also be added to the Village Hall Facebook page to encourage as many people as possible to use this form of voting.	
15.	Date & time of next meeting: To agree date of Tuesday 6th April 2021 @7.15pm. Via Zoom. Agreed unanimously.	

Meeting closed at 8.40pm

A: Bank Reconciliation as 28/02/21

Bank account Balances @ 28/02/21			
Business Current Account		£23,419.89	
Business Savings Account		£7,719.73	
Total Balances			£31,139.62
Balances carried forward @ 01/04/20		£18,961.30	
Accounts Payments Ledger YTD gross		£16,166.32	
Accounts Receipts Ledger YTD		£27,800.52	
Unpresented Cheques @ 28/02/21			
101379	£29.22		
101380	£512.30		
101381	£2.60		
		(£544.12)	
Actual Balance			£30,595.50

B: Payments/Receipts to be authorised and noted to 28/02/21

Date		Payee	Narrative	Receipt	Payment
01/02/2021	S/O	Cozens UK Ltd	February Payment 5612		£150.00
12/02/2021	D/D	E.ON	January Usage		£206.16
25/02/2021	CHQ 101379	T Ault	Planting (from DC donation)		£29.22
28/02/2021	CHQ 101380	W Benson	Employment Costs & Office Supplies		£512.30
28/01/2021	CHQ 101381	HMRC	PAYE		£2.60