

Roydon Parish Council

Minutes of the Parish Council Meeting held at the Village Hall, Roydon,
on Wednesday 23rd November 2022

Councillors Present: Jane Jennifer JJ Chair Trevor Ault TA Vice Chair David Bartrum DB Angela Brown AB Paul Curson PC Andrew Daniels AD Pam Murton PM Jenny Shorter JS Elizabeth Taylor ET Councillors Absent: None In Attendance: Wendy Benson WB Clerk & RFO 4 members of the public		
		Action
1.	Apologies for absence: County Councillor Keith Kiddie, District Councillors Graham Minshull & Jenny Wilby	
2.	Declarations of Interest: Item 9 AD, Item 10 JJ, TA, PC	
3.	Public Forum: A1066 to be resurfaced before the end of March 2023 from the police station through Roydon to the Church. AD suggesting the first week in December for the planting of the Platinum Jubilee tree Millway Green. Date to be confirmed in w/b 5 th December. RE: DDNP allocations in Roydon. Resident raised concerns and expressed reservations about the site DDNP6. JJ reported to County Council the brambles and branches along Brewers Green lane & Factory Lane triangle also between Pheasantry's 5 bar gate eastward towards FP19.	AD
4.	Approval of the Minutes of the Parish Council Meeting held on 26th October 2022: Approved unanimously with 3 abstentions due to not being at the meeting.	
5.	Matters arising from the above minutes (for information only and not on current agenda): Item 17 Litter. Good attendance with less litter to be picked. Café was well received as before. Sign still on fence re pots. And Slimming World A frame still attached to lamppost.	Clerk
6.	Clerk's Report: - Streetlight Electricity: Finally, I have received our updated certificate. Unfortunately, as they have had to change our MPAN due to the change in charging code they cannot backdate our account. . However, going forward this will represent a reduction in our costs of about 60%. - Defibrillator training: We hosted a very successful session last week. The trainer from Community Heartbeat Trust was extremely surprised and impressed with the number of attendees – approximately 37, stating he	

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	usually expects 15-20 people to attend. I have received a number of emails of thanks from those who attended.	
7.	Financial Matters and Banking: a. Bank Balances and Bank Reconciliation. b. Receipts noted and payments to be authorised. a Balances and reconciliation were accepted and copies signed by the Chair including bank statements. b. All receipts and payments were received and agreed unanimously. Noted that the Greenways receipt had not been included and this will be rectified and the updated payments would be attached. The payment was agreed unanimously. There is still another load of arisings to be collected by Greenways and that expenditure was agreed.	
8.	Planning: Applications and Decisions. a. Applications considered by committee: 2022/2071: 12 Hose Avenue, IP22 5RN. Extension at first floor level with associated alterations. APPROVE. b. Decisions received from SNDC: 2022/1606: Roydon Hall, Hall Lane, IP22 5XL. Variation of condition 2 of 2021/0153 - Minor changes to window in flower room, variation of roof lights to flat walk on type with glass balustrade to east extension. Approved. c. Applications to be considered by Full Council: 2022/2062: Willow Farm, Darrow Lane, IP22 5XP. Demolition of agricultural buildings and Nissan huts and erection of 2no detached dwellings with associated parking and upgrade of existing highway access. 2022/1975: Land South of Rowden Way. Residential development with associated access and parking. 2022/1976: Land West of Denmark Lane. Residential development with associated access, parking, landscaping and associated infrastructure. To consider applying for TPO's on Oak trees within this application. d. 2022/1108: Deal Farm. Amended plans and additional information received. e. National Grid: East Anglia Green. To discuss and agree a response to the current Pylon consultation. f. Late Applications or Decisions not included on the agenda. a&b. Noted c. 2022/2062. Draft response was circulated prior to the meeting which included concerns regarding flooding of this site and this was agreed unanimously. Copy attached to the end of these minutes for reference. 2022/1975&1976 Planning Committee & DDNP reps drafted responses which were circulated to Councillors prior to the meeting. It was also stated that both these applications should be considered in conjunction with the emerging NP and the submitted additional reports of the Plan. Copies of these responses attached to these minutes for reference.	Clerk Clerk

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	TPO's. Within 2022/1975 two Oak trees have been cited for removal and within 2022/1976 one Oak tree is to be left. It was proposed that we submit a suggestion for TPO status to be put on these trees to preserve them. Agreed unanimously. d. A new document has been submitted for this application regarding vehicle routes to and from the site which states its aims are to avoid main settlement. TA drafted a response based on the unsuitability of these routes for the digester traffic. It was agreed that the volume of traffic and the routes taken would be impossible to regulate and manage. It was agreed unanimously to submit a new comment based on our previous views but stating our concerns over this new traffic information and therefore requesting the application is refused. e. National Grid have applied to the planning inspectorate for advice on what would be required to achieve planning approval. This has resulted in this scoping report which includes a map of the route including visual receptors information. Nearest to Roydon is Wortham Ling, none of the Roydon key views are included. TA encourages everyone to add to these personally and will pass on the email to do this. RPC should also respond. Planning inspectorate also running a consultation, we have not received notification of this but can respond by email. We support the response of the Essex, Suffolk, Norfolk Pylon group, with additional comments regarding fuller consultation process. It was commented that the scoping report should include North Norfolk. Scoping must include the many more visual receptors. TA & Clerk to liaise to add these on map. Agreed unanimously to submit further comments objecting to these Pylons. f. None.	Clerk Clerk TA/Clerk
9.	Burial Ground Maintenance Donation: To receive information on actual yearly cost of maintenance and decide on donation amount. AD reported 3 cuts costing £990 in total. Suggested pay for 2 cuts a total of £660. Agreed unanimously. Cheque to be drawn up.	Clerk
10.	D & DNP: To receive a report on progress of the Plan. SNDC reg16 consultation in progress. Closes 4pm on 16th December. This documentation available online for comments, with copies also available in the Church. The Steering Group will be putting forward the DDNP comments on planning applications 2022/1975 & 1976. Appointing the examiner is next process, there were 3 suggestions of suitable persons, the decision on who would be suitable has been made and hopefully this will be confirmed shortly.	
11.	Brewers Green: To receive a report. Working party has cut back Willows. Also, Sycamore seedlings in woodland have been cut and left on the ground for animals and bugs to use. Next meeting 7th December for discussion of future projects. Molly pond to be dredged carefully. Other ponds need some work also. Funding will need to be sought for all these works. Arisings from the seasonal cut have been mostly removed, there is one more load left so this will be removed in due course. Wildlife Trust doing commons week next year and Brewers Green could be included.	
12.	Footpath Group: To receive a report including progress on FP9. FP9, Snow Street to Baynards Lane. The issue of the drooping cables and lack of clarity as to exact route of path is still ongoing. The Norfolk Countryside Access Officer plans to contact landowners at the beginning of year and to contact Open Reach about the cables. Clerk to also chase this up.	Clerk
13.	Flood Group: To receive a progress report.	

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	3 councillors on flood group working party, plus 3 residents. Meeting to be held Wednesday 30 th to make plans of how to go forward.	
14.	Any other business: For discussion only or to be included on next agenda. Raised about moving into Barclay Room but decided that due to unknown Covid transmission this winter we would stay in the large hall. Ask for heating to be on.	Clerk
15.	Date & Time of Next Meeting: To confirm the date of 25th January 2023 for the next meeting. Extra meeting in early January to approve budget, date to be confirmed. Councillors agreed this unanimously.	Clerk
16.	Clerk's Annual Salary Review: To be held in closed session due to the nature of the discussion. To review and decide on payscale. SCP 25 agreed. Contract to be updated.	

Meeting closed: 9.45 pm

A: Bank Reconciliation as 22/11/22

Bank account Balances @ 22/11/22			
Current Account	£36,495.56		
Total Balances			£36,495.56
Balances carried forward @ 01/04/22		£27,792.82	
Accounts Payments Ledger YTD gross		£25,075.87	
Accounts Receipts Ledger YTD		£32,115.25	
Unprocessed BACS @ 22/11/22			
011	£757.16		
012	£66.20		
013	£840.00		
		(£1,663.36)	
Actual Balance			£34,832.20

B: Payments/Receipts to be authorised and noted to 28/11/22

Date		Payee	Narrative	Receipt	Payment Gross	Net	VAT
01/11/2022	Credit	HMRC VTR	VAT repayment	£1,410.71			
01/11/2022	D/D	Public Works Board	Loan Repayment		£2,117.11	£2,117.11	£0.00
04/11/2022	Credit	Paying in Book	Allotment Rents Cheques	£80.00			
17/11/2022	D/D	Npower	Electricity Streetlights		£282.86	£269.39	£13.47
22/11/22	BACS 013	Greenways Recycling	Brewers Green arising clearance		£840.00	£700.00	£140.00

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28/11/2022	BACS 011	W Benson	Clerk Employment Costs & Postage		£757.16	£757.16	£0.00
28/11/2022	BACS 012	HMRC	PAYE		£66.20	£66.20	£0.00

Possible RPC draft comments on 2022/2062 - Land south of Willow Cottage, Darrow Lane, Roydon

This site lies outside of Roydon's settlement boundaries but is a site eligible for Class Q permitted development conversions of existing agricultural buildings. The owner, instead of pursuing a Class Q prior notification for 4 dwellings, has submitted a full application for two new dwellings and the refurbishment of what was once the dairy for use as an ancillary building.

This appears to be a carefully thought through and sensitively designed application. We applaud the commitment to a build in line with as many of the principles of passive house design layouts as possible. The guidance for site clearance and mitigation during the build are clearly laid out and we are pleased to see the ecological enhancements which will be put in place.

Three areas of concern:

1. Of the four trees to be removed*, one of them, the ash, is in the middle of the building area and is clearly an obstruction. However, the other three are along the southern border in what seems to be an area where greenery is to be enhanced. Why are they being removed?

* pollarded ash, new growth of about 5 yrs; laurel 15 – 20 yrs old; sycamore about 20 yrs old; holly 20 – 25 yrs old

2. From the planning statement introduction (p2), do we need clarity on the meaning of this: “Garages and outbuildings should not be seen as prohibitive to the overall scheme as these could be applied for as part of additional works in relationship to the Class Q conversion, along with increased amenity areas.”? The application is in lieu of Class Q so surely nothing extra should be applied for in relation to Class Q conversion?

3. The largest concern is over the issue of flooding.

On p8 of the planning statement, under Flooding, the Environment Agency Map is quoted as showing 'no risk of flooding from River' with no other mention of flooding. On the application form it is stated that the property is within 20m of watercourse, the proposal will not increase flood risk elsewhere and the surface water will be disposed of via existing waterways and soakaway. Foul sewage will be managed via a package treatment plant. It must be noted that there was extensive flooding of the land and ditches of this site in the winter of 2020/21 resulting in extensive flooding through seepage through the floor of the neighbouring property, Willow Cottage. Although the application states that the design and layout is such that the ditches and boundary will be able to be better maintained, can this area of material concern be more thoroughly investigated and appropriate mitigations and conditions applied to the application?

There has been recent laying of pipes to the west of this site, taking water away from an area prone to flooding on Common Road, Bressingham and into the ditch and pond networks around this site and Willow Cottage.

(Possible Recommendation: Approval, if the above concerns are adequately addressed, in particular the concerns over previous and potential flooding.)

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Outline Draft Response to 2022/1975

Residential development with associated access and parking **Land South Of Rowden Way Roydon, Norfolk**

2022/1975 is on part of the site formerly known as DIS3 in the South Norfolk Local Plan (SNLP), now known as DDNP6 in the Diss & District Neighbourhood Plan (DDNP) which is currently at the Regulation 16 consultation and examination stage.

Material considerations to be taken into account:

1. DDNP as an emerging plan which consulted on its policy for DDNP6 during its Regulation 14 Major Modifications Consultation 24 March - 5 May 2022.
2. Layout and density of building design.
3. Highways issues: vehicular access and highway safety.
4. Loss or effect on trees
5. Adverse impact on nature conservation interests and biodiversity opportunities.
6. Inadequate or inappropriate landscaping or means of enclosure.

The whole site (ref DIS3) was allocated in 2015 as part of the current SNLP and Roydon Parish Council accepts the principle of development. The whole site is considered in the calculation of the Diss settlement housing requirement, is allocated within the DDNP (Policy DDNP6) to provide approximately 25 homes and lies within the parish of Roydon.

The density of the housing on the site needs to reflect its edge of settlement location and RPC feels this hasn't been achieved. Six 3-bed houses on the opposite side of Rowden Way to where there are 4 bungalows in the equivalent frontage, doesn't reflect the density expected of a sensitive edge of settlement location.

Policy DDNP6 requires a 20m landscape buffer to the western boundary to protect the landscape value of the strategic gap between this site and DDNP8 (Roydon village's allocated site south of Roydon School) and to provide a soft edge to the development. We note that only a 10m buffer has been provided before application 2022/1975's western boundary.

The site shows ingress and egress directly from the homes onto Rowden Way, necessitating the removal of two mature oaks. This arrangement causes multiple problems:

- a) Unnecessary hazards to the many adults and children who walk Rowden Way and Roydon Loke as their route to and from Roydon School.
- b) The proposed removal of two mature oaks, classified in the Arboriculture Impact Assessment as Category A (T3(A)) and Category B (T2(B)) and of lasting and significant value with many more decades yet to live. Roydon Parish Council is strongly opposed to the removal of these mature oaks which provide an incredible wealth of habitat and biodiversity to the community and have the potential to continue doing so for decades to come.
- c) The multiple entries into and off Rowden Way destroy the ecological corridor currently provided by the site's boundary – trees, hedging and lower growth - and the planting of strips of single species beech hedging will not compensate in any serious way for the loss of such a rich habitat.
- d) due to the minimal provision for parking, especially visitor parking, the single species hedging proposed between driveways is likely to be short-lived as residents remove them to create additional parking spaces.

RPC would like to see one new highways access road coming from Denmark Lane from which all housing and parking on this site is accessed, including an increase in the number of parking spaces.

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Rather than being removed, the current boundary trees and hedgerows should be enhanced and infilled with mixed native hedging, thus preserving and enhancing the biodiversity benefits of the ecological corridor along the site's boundary.

We would like to see swift bricks and hedgehog highways included in all plans at this stage, especially when detailing materials used for boundary fencing.

Points to Note:

1. The cumulative impact of additional traffic movements on and off the A1066 from this application, the 2022/1976 application and the allocated DDNP8 site (south of Roydon School) necessitates the reduction of the speed limit between Roydon and Diss from 40mph to 30 mph.

2. We support a fabric first approach to building design and would welcome proposals for photovoltaics combined with air source heat pumps (electric) and wastewater heat recovery with an EPC target of A92 or higher for all homes.

We note there has been no consultation with Roydon residents regarding this planning application and we would like to see this rectified.

Whilst in principle Roydon Parish Council has no objection to this site being developed, without the above concerns being adequately addressed, we feel we must recommend refusal of the application.

Outline Draft Response to 2022/1976

Residential development with associated access, parking, landscaping and associated infrastructure **Land West of Denmark Lane Roydon Norfolk**

2022/1976 forms the majority of the site formerly known as DIS3 in the South Norfolk Local Plan (SNLP), now known as DDNP6 in the Diss & District Neighbourhood Plan (DDNP) which is currently at the Regulation 16 consultation and examination stage.

Material considerations to be taken into account:

1. DDNP as an emerging plan which consulted on its policy for DDNP6 during its Regulation 14 Major Modifications Consultation 24 March - 5 May 2022.
2. Layout and density of building design.
3. Highways issues: vehicular access and highway safety.
4. Loss or effect on trees.
5. Adverse impact on nature conservation interests and biodiversity opportunities.
6. Inadequate or inappropriate landscaping or means of enclosure.

This whole site was allocated (ref DIS3) in 2015 as part of the current SNLP and Roydon Parish Council accepts the principle of development. The whole site is considered in the calculation of the Diss settlement housing requirement, is allocated within the DDNP (Policy DDNP6) to provide approximately 25 homes and lies within the parish of Roydon.

Policy DDNP6 states the density of the housing on the whole site needs to reflect its edge of settlement location but the proposed application is for 47 homes, over twice the density allocated within the DDNP. Policy DDNP6 expects the development to provide an approximately 20m landscape buffer to the western boundary to protect the landscape value of the strategic gap between this site and DDNP8 (allocated site south of Roydon School) and to provide a soft edge to the development. We are disappointed to note the application only provides for a 10m landscape buffer.

The site layout shows one new highways access road, multiple places of ingress and egress directly from homes onto Denmark Lane and Rowden Way and an additional private road.

This arrangement causes multiple problems:

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a) unnecessary hazards to the many adults and children who walk Denmark Lane, Rowden Way and Roydon Loke as their route to and from Roydon School. To have just one new road to cross would be a much safer option rather than multiple drives and an additional private road.

b) the proposed removal of a coppiced ash (T4(C)) and multiple smaller trees within a hedgerow (G1(C)) which could be retained and enhanced rather than removed.

c) the multiple drives directly onto Denmark Lane and Rowden Way break up the ecological corridor currently provided by the site's boundary.

d) due to the minimal provision for parking, especially visitor parking, the single species hedging proposed between driveways is likely to be short-lived as residents remove them to create additional parking spaces.

We would like to see just one new highways access road from Denmark Lane from which all housing and parking on the site is accessed. Examples of such design are in the Orchard Croft estate in Diss and, on a smaller scale, in Brushmakers Way in Roydon.

Rather than being removed, the current boundary trees and hedgerows could be enhanced and infilled with mixed native hedging and trees, thus preserving and enhancing the biodiversity benefits of the ecological corridor along the site's boundary.

We would like to see swift bricks and hedgehog highways included in the plans at this stage, especially when detailing boundary materials etc. All boundary fencing should incorporate hedgehog holes.

Points to Note:

1. The cumulative impact of additional traffic movements on and off the A1066 from this site, plus application 2022/1975, and the allocated DDNP8 (south of Roydon School) necessitates the reduction of the speed limit between Roydon and Diss from 40mph to 30 mph.

2. Affordable Housing - we are pleased to see the high proportion of affordable housing in the application and would like to see a retention of affordable housing within any revised application.

3. Energy Statement - we support the proposals for photovoltaics combined with air source heat pumps (electric) and wastewater heat recovery with a target of A92 or higher for the homes' EPC rating. We look forward to seeing these being installed.

There has been no consultation with Roydon residents regarding these planning applications and we would like to see this rectified.

Whilst in principle Roydon Parish Council has no objection to this site being developed, without the above concerns being adequately addressed, we feel we must recommend refusal to this application.