

Roydon Parish Council

Minutes of the Parish Council Meeting held at the Parish Room, St Remigius Church, Roydon on Tuesday 29th April 2025 at 8.30pm

Councillors Present – Paul Curson (Chair), Stephen Finch (Vice Chair), Angela Brown, Andrew Daniels, Jane Jennifer, Trevor Ault, George Waterman, Keith Best

In Attendance – Emma Chandler (Parish Clerk)

Public – County Councillor Kiddie, District Councillor Minshull, District Councillor Murphy and 5 members of the public

Note the Parish Council meeting followed the Annual Parish Meeting which commenced at 7pm. The Parish Council meeting commenced at the stated time above.

1. Welcome

Cllr Curson welcomed everyone to the meeting

2. To receive and consider accepting apologies from members unable to attend.

No apologies were necessary, all present

3. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.

No interests were declared

4. Public Forum: To receive County & District Councillors reports and the opportunity for issues to be raised or questions asked.

The Parish Council took comments during the Annual Parish Meeting which are recorded here.

One member of the public spoke about the continued frustrations with buses on Copeman Road. County Councillor Kiddie agreed to approach the bus company again.

A resident requested a 'not suitable for heavy vehicles' sign at the top of Tottington Lane. County Councillor Kiddie agreed to look into this.

The resident who had offered to restore the village sign confirmed that this had now been completed and reinstated. He detailed that the sign had been put in place in 1991 and has been restored every 11 years by himself. He did allude the fact that alternative arrangements will be needed for the next restoration.

One member of the public raised concerns about the reserved matters planning application 2025/0960. He suggested that the council should object to the application on a number of points.

County Councillor Kiddie reported the following during the Parish Council meeting

- He highlighted that he would request the sign for Tottington Lane.
- He requested feedback from the council regarding the Bus Stop on Copeman Road and what the council would like to see in place.
- He reported delays on the roads due to road works concerning utilities. He revealed that he actively approaches the contactors who are dealing with said works to ensure that the work is completed as quickly as possible to minimise the disruption.

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- He confirmed that the food waste collections had commenced for commercial premises and that trucks and bins had been ordered for the roll out to residents next year.

District Councillor Minshull reported the following during the Parish Council meeting.

- Reported that the business builder program was progressing successfully.
- 1 million investment in the dental hospital in Norwich will result in 10 chairs being available for emergency dental care.
- 1 million has been invested into the Norwich Research Park
- There is no longer a 5 year land supply but because the Neighbourhood Plan includes housing allocation it could mean that the parish is protected from speculative planning applications.
- Diss Swimming Pool has seen over 20,000 visits since opening in January. Membership is growing daily but yet to reach the same figures as before the refurbishment.
- There are Green Grants available for up to 10k. Local groups are encouraged to apply.
- The Village Hall now has PV on the roof which is providing more than enough power to service the hall and 2 EV Charging points
- The Local Government Devolution deal will come into effect from 2028 with a shadow council being elected in 2027.

Other comments

Councillor Brown gave information on the potholes along Snow Street for resubmission to Norfolk County Council Highways.

She also reported a large tyre being dumped behind the electric transformer building adjacent to the recycling centre.

5. Approval of the minutes of the Parish Council meeting held on

a) **Tuesday 25th March 2025 (available on website)**

Unanimously approved with no comments

6. Matters arising - To note progress on decisions made at the last meeting (for information only and not on current agenda) (Copy herewith)

Cllr Curson confirmed that the owner of Brewers Green had confirmed that he only wished for the four trees detailed in the Highways report to be felled. On this basis it was agreed to use Waveney Tree Specialists for the work and for the Clerk to confirm with County Councillor Kiddie that he was able to fund the work.

Action – Parish Clerk

7. Finance

- To note the Bank Balances and Bank Reconciliation as of the 31st March 2025**
- To note the Bank Balances and Bank Reconciliation as of the 21st April 2025**
- Receipts noted and payments to be noted/authorised for April 2025**
- To note the final quarter finances**

All reports received and unanimously approved

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8. Planning

- a) To receive The South Norfolk Council Roydon Tree Preservation Order 2025 No. SN0741

Tree(s) at : Land North Of Roydon Fen Roydon Norfolk IP22 5SE

Easting : 610451 Northing : 279866

- i. To agree comments for submission to SNDC

It was agreed to return the submission form supporting the TPO

Action – Parish Clerk

- b) Application: [2025/0960](#)

Proposal: Submission of Reserved Matters pursuant to outline planning permission ref. 2021/2782: appearance, scale, landscaping, layout, and levels: 177 no. dwellings, public open space, and associated works (residential part only)

Location: Shelfanger Road Diss Norfolk IP22 4EH

Applicant: Mr C Lockwood

Application Type: Reserved Matters

- i. To agree comments for submission to SNDC

Councillors discussed the application at length. It was agreed for the Clerk to collate the notes from the discussion to form a response objecting to the application and circulate to councillors before submission.

Action – Parish Clerk

9. To review membership quotations from NALC and NPTS, compare benefits, and agree which organisation to seek support from for the forthcoming year.

After brief discussion it was unanimously agreed to join the NPTS for the next year

Action – Parish Clerk

10. To receive information from Norfolk ALC and RLS Computer Services regarding the website provider service.

- a) Agree which provider to utilise for 25-26

After brief discussion it was unanimously agreed to use the services of RLS Computer Services as their offer enabled an upgrade of the website and more support.

Action – Parish Clerk

11. To review and approve the following policies.

- a) **Training and Development Policy**

Unanimously approved

- b) **Complaints Policy**

Unanimously approved

- c) **Health and Safety Policy**

Unanimously approved

- d) **Privacy Policy**

A spelling mistake was highlighted in the policy which had been rectified before the meeting.

Unanimously approved.

12. To consider Conservation Grants and Nutrient Neutrality.

Cllr Waterman confirmed that the Community Woodland Project had put in an application for the development of the triangle alongside the new Bombard Way. Which is home to the Blacker Bombard. Cllr Waterman informed that the owner of the land has

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expressed the desire to sell the land and should the group achieve this their aim would be to improve the site for local residents to use.

Cllr Ault reported that a request from a resident had been put to the Suffolk Wildlife Trust to put in an application for funds to improve the boardwalks on Roydon Fen. Sadly the Suffolk Wildlife Trust had not responded to the request.

13. Receive an update on the quotes for felling the identified trees on Brewers Green and agree next steps

This matter was discussed during the matters arising section of the meeting with agreement for the Clerk to contact County Councillor Kiddie for support in obtaining funds for the work to be completed by Waveney Tree Specialists.

14. To receive correspondence concerning the CPRE Norfolk's Response to Daniel Elmer's EDP Letter and agree next steps.

After brief discussion it was agreed for the Clerk to reply to the CPRE thanking them for giving clarity and understanding and that they had the support of the Parish Council.

Action – Parish Clerk

15. To consider information or issues relevant to Council from members for brief discussion and inclusion on a future agenda

Cllr Curson wished to minute the council's thanks to Mr John Taylor for the refurbishment of the Village sign. His dedication to the community is very much appreciated.

Cllr Finch requested the addition of the grass cutting in the Parish be added to the next agenda and Cllr Waterman requested that the relocation of one of the litter bins outside the Village Hall also be added.

Action – Parish Clerk

16. Date & Time of Next Meetings: To confirm the date of Tuesday 27th May 2025 for the Annual Parish Council meeting.

Noted and agreed

Meeting Closed at 10.04pm

Signed T. Ault

Date 27th May 2025

Emma Chandler, Parish Clerk & RFO

Email clerk@roydon-southnorfolk-pc.gov.uk Telephone: 07707 495297

Bank account Balances @ 17/05/2025			
Business Current Account		28,050.27	
Business Savings Account		21,578.35	
Total Balances			£49,628.62
	Previous Month	Current Month month	
Balances carried forward @ 01/04/25	£36,782.11	£36,782.11	
Accounts Payments Ledger YTD gross Expenditure	£1,096.03	£4,815.42	
Accounts Receipts Ledger YTD Income	£1,359.39	£16,173.95	
Expenditure			
PWL Loan Repayment		£2,117.11	
Account Service Charge		£6.00	
SSE		£108.30	
Total		£2,231.41	
Income April 2025 /May 2025			
Precept		£14,814.56	
Total		£14,814.56	
Unprocessed Payments			
BACS 6		£355.55	
BACS 7		£174.00	
BACS 8		£513.32	
BACS 9		£123.40	
BACS 10		£321.71	
Total		£1,487.98	
Income Less Expenditure at 17/05/2025			£48,140.64

Signed P.Curson - 27th May 2025

Payments List as at 17th May 2025					
Date	Payee	Service	Gross	Net	VAT
28/05/2025	Norfolk PTS	Annual Membership	£355.55	£296.29	£59.26
28/05/2025	Town and Country Printers	RRU May 2025	£174.00	£174.00	£0.00
28/05/2025	E. Chandler	Clerk Salary	£513.32	£513.32	£0.00
28/05/2025	HMRC	PAYE	£123.40	£123.40	£0.00
28/05/2025	Glasdon	Dog Bin	£321.71	£268.09	£53.62
28/05/2025	Savings Account	Parish Council transfer of funds	£10,000.00	£0.00	£0.00
Totals			£11,487.98	£1,375.10	£59.26

Checked by RFO 17th May 2025

Signed

P. Curson - 27th May 2025