

Roydon Parish Council

<https://roydon-southnorfolk-pc.gov.uk>

Minutes of the Annual Parish Council Meeting held at the Parish Room, St Remigius Church, Roydon on Tuesday 24th June 2025 at 7.00pm

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

In Attendance – Emma Chandler (Parish Clerk)

Public – 6 members of the public

1. Welcome

Cllr Ault welcomed everyone to the meeting.

He gave a special welcome to the members of the public that were in attendance to be presented with their prizes for the Big Green Week Photography competition.

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

All councillors were in attendance

Apologies were received from both the County and District Councillors

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.

None declared

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

Cllr Ault presented the winners of the Big Green week Photography Competition, Lisa Evans and Barry Muldoon, with their prizes and photos were taken by the Clerk

Cllr Jennifer relayed an update from Cllr Kiddie:

- The sign for the top of Tottington Lane, indicating that the road is not suitable for heavy or large vehicles, has been ordered.
- Cllr Kiddie has had contact with the Countryside Access Officer regarding Footpath 9. Further information may be available in July.

A resident has enquired about the proposed tree planting on Shelfanger Road, specifically asking whether residents will be consulted prior to the planting taking place.

Cllr Jennifer also reported receiving positive feedback from a resident regarding the increased bus service to Norwich from the village. The resident particularly appreciated the introduction of double-decker buses, noting that they provided a very pleasant journey into the city.

Cllr Daniels raised concerns for the safety of pedestrians and cyclists around the pillar box area of the green due to the lack of verge grass cutting by Highways around the triangle and along Brewers Green Lane. He also highlighted that some residents seem to be cutting some of the grass as though it were a lawn. Cllr Curson agreed and said that he would bring this to the Brewers Green Management Committee meeting in July.

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Cllr Daniels also reported that one resident had suggested that the trees at the top of Tottington Road need to be thinned out to aid visibility for those joining the A1066.

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

a) **Tuesday 27th May 2025**

Unanimously approved

6. Matters arising - To note progress on decisions made at the last meeting

Cllr Waterman confirmed that areas of grassland had been allocated to all councillors in order that the County grass cutting can be monitored and recorded over the summer.

7. Financial Matters and Banking

a) **To note the Bank Balances and Bank Reconciliation as of 14th June 2024**

Noted and authorised

b) **Receipts noted and payments to be noted/authorised.**

Noted and authorised

c) **To receive the first quarter financial report**

Noted and authorised

8. Planning – To discuss and agree comments on any new applications.

The Amended Planning Application 2025/0960 was received and shared with all councillors before the meeting.

It was agreed that the original comments submitted to the planning department remain relevant. The Clerk will draft a revised comment highlighting unaddressed areas in the amended application and circulate it for approval before submission.

Action – Parish Clerk

9. To receive and approve the Co-option Policy

Unanimously approved

Action – Parish Clerk

10. To receive an update from Cllr Waterman on the proposal from our County Councillor on the planting of new trees along Shelfanger Road and agree next steps.

Cllr Waterman provided background information on the proposed tree planting project, noting his ongoing collaboration with County Councillor Kiddie. He confirmed that all trees would be situated on the west side of Shelfanger Road, as shown in the plan previously circulated to councillors. The intention is to plant native tree species that will not exceed a mature height of 10 meters.

Councillors discussed the selection of tree species, recommending varieties that would blossom at different times of the year to enhance visual interest. Suggestions included crab apple (noting potential issues with fallen fruit attracting vermin), bird cherry, hawthorn, and guelder rose, all of which are under consideration.

Several concerns were raised, including the potential for the trees to cast shade over neighbouring gardens, questions regarding land ownership, and future responsibility for the maintenance of the trees. Cllr Daniels also reminded the council that this land had previously been designated as an open green area and Cllr Ault recounted the development of the area in recent years by South Norfolk District Council as a wild flower meadow

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It was agreed that Cllr Waterman would write to local residents to inform them of the project and seek their feedback. Subject to the responses received, all councillors expressed their support for the proposed plan.

Action – Cllr Waterman

11. To consider joining the Anti Mega Solar Alliance

The Council expressed concerns about adopting a blanket policy to reject all solar panel installations, noting that such an approach would be too broad and restrictive.

It was acknowledged that some farmers depend on the income generated from leasing fields for solar projects, which can be essential for their financial sustainability.

Members agreed that it would be preferable to assess solar projects on a case-by-case basis rather than implementing a universal policy.

The need for a clearer definition of the term "mega solar" was highlighted to ensure consistent understanding and decision-making.

The Council indicated unanimous support for rooftop solar installations and agreed to investigate whether further measures could be taken to encourage this approach.

It was also noted that solar farms may have long-term benefits for agricultural land, as the period of solar panel use could allow soil nutrients to be replenished, potentially improving the land for future farming once the panels are removed at the end of their operational life.

It was agreed for the Clerk to draft a response and circulate to Councillors.

Action – Parish Clerk

12. Big Green Week debrief

Councillors provided feedback on the various events they had organised or attended during the week.

Most events were reported to have been very well attended, with the Bat Walk and activities at Heron Meadow drawing the largest groups of participants.

It was noted that many attendees were visiting Heron Meadow and Quaker Wood for the first time, and several individuals participated in multiple events throughout the week.

Attendance at Fox Wood was lower in comparison, which councillors attributed to the absence of specific organised activities at that location.

Overall, the week's events were considered highly successful, with strong community engagement and positive feedback from participants.

13. To discuss correspondence received regarding the Norwich to Tilbury Pylon Project and agree next steps.

The Clerk had circulated a draft response to the recent correspondence prior to the meeting.

Councillors agreed that the response should explicitly reference the Council's previous consultation submissions, in which the importance of the Gunning principles was highlighted, and concerns regarding their lack of adherence were raised.

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It was agreed that the Clerk would revise the draft accordingly and circulate the updated version to councillors for review before sending the final response to the two individuals who had submitted the enquiries.

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

Cllr Waterman raised a query regarding the removal of ivy from an oak tree in Baynards Wood and whether it would be appropriate for the Council to become involved in this work.

Other councillors noted that some cutting activity had recently taken place in the area, but it was unclear whether this had been carried out by the landowners.

It was suggested that the Clerk write to the landowner to confirm whether they were aware of the recent work and, if appropriate, to offer the Council's assistance with any future maintenance.

Action – Parish Clerk

For the next agenda

Armed Forces Covenant

Roydon's Footpath 9

Norwich to Tilbury if necessary

15. Date & Time of Next Meetings: To confirm the date of Tuesday 29th July 2025 for the Annual Parish Council meeting.

Unanimously agreed

Signed T. Ault

Date 29th July 2025

Emma Chandler, Parish Clerk & RFO

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

Bank account Balances @ 14/06/2025			
Business Current Account		15,900.38	
Business Savings Account		31,578.35	
Total Balances			£47,478.73
	Previous Month	Current Month month	
Balances carried forward @ 01/04/25	£36,782.11	£36,782.11	
Accounts Payments Ledger YTD gross Expenditure	£4,815.42	£7,626.72	
Accounts Receipts Ledger YTD Income	£16,173.95	£16,173.95	
Expenditure			
Account Service Charge		£6.00	
SSE		£196.91	
Zurich		£459.00	
Total		£661.91	
Income May 2025 /June 2025			
Total		£0.00	
Unprocessed Payments			
BACS 12		£384.00	
BACS 13		£47.67	
BACS 14		£540.00	
BACS 15		£300.00	
BACS 16		£228.00	
BACS 17		£513.32	
BACS 18		£123.40	
BACS 18		£13.00	
Total		£2,149.39	
Income Less Expenditure at 17/05/2025			£45,329.34

Signed T. Ault

Date 24th June 2025

Payments List as at 14th June 2025					
Date	Payee	Service	Gross	Net	VAT
30/05/2025	Zurich Insurance	Insurance Premium	£459.00	£409.82	£49.18
28/06/2025	Excite Solutions LTD	Grass Cutting April and May	£384.00	£320.00	£64.00
28/06/2025	TT Jones Electrical LTD	Maintenance Col 5 Copeman Road	£47.67	£39.73	£7.94
28/06/2025	JM Crerar	General Maintenance	£540.00	£540.00	£0.00
28/06/2025	Trevor Brown	Internal Audit	£300.00	£300.00	£0.00
28/06/2025	RLS Computer Services LTD	Website and Email Service Provider	£228.00	£190.00	£38.00
28/06/2025	E. Chandler	Clerk Salary	£513.32	£513.32	£0.00
28/06/2025	HMRC	PAYE	£123.40	£123.40	£0.00
28/06/2025	P. Curson	Appreciation	£13.00	£13.00	£0.00
Totals			£2,608.39	£2,449.27	£159.12

Checked by RFO 14th June 2025

Signed

S. Finch 24th June 2025

BUDGET 2026/2026		Spend to 30 June 2025	% Budget Spent	
Allotments	£0.00	£0.00	#DIV/0!	Funds in EMR
Auditors	£535.00	£300.00	56.07	
CIL	£540.53	£268.09	49.60	
Clerks Employment Costs	£8,425.00	£1,910.16	22.67	
Expenses	£150.00	£0.00	0.00	
Grants	£0.00	£0.00	#DIV/0!	Not needed
Grounds maintenance	£8,000.00	£1,055.00	13.19	
Insurance	£700.00	£409.82	58.55	Total amount Paid New Provider
Dog Bins	£1,000.00	£0.00	0.00	
Loan Repayments	£4,234.22	£2,117.11	50.00	
Other	£2,359.00	£550.00	23.31	
S137	£1,500.00	£13.00	0.87	
Streetlight maintenance	£730.00	£39.73	5.44	
Streetlight replacement	£1,000.00	£0.00	0.00	
Subscriptions	£700.00	£296.29	42.33	
Utilities	£1,700.00	£273.05	16.06	
Village Hall / Parish Room	£249.89	£0.00	0.00	
	£31,283.11	£7,232.25	23.12	

Signed

G Waterman

Date

24th June 2025