

ROUGHTON PARISH COUNCIL ORDINARY MEETING

Elaine Pugh - Clerk to Council – 01692 402998
Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Minutes of the Ordinary Meeting of the Council
Held on Monday 7th March 2011 @ Roughton Village Hall @ 7.30pm

Present: Mr Richard Seaward (Chair), Hazel Rowlinson, Paddy Bennett

Apologies: Roy MacDonald

Others: Sue Arnold - NNDC, 8 Members of the public

ACTION

1. **To receive declaration of interest in items on the Agenda**
 - Richard Seaward - Village Hall as Chair and Roughton Youth Club - personal
 - Paddy Bennett - Roughton Youth Club - personal
 - Hazel Rowlinson - Roughton Village Hall - personal
2. **To consider apologies for absence**

Roy MacDonald due to work commitments. No apologies had been received from Jason Bumphrey prior to the meeting.
3. **Approve outstanding Minutes - Ordinary Parish Council Meeting 10th January 2011**

Resolved to approve.
4. **Resolution to adjourn the meeting for public participation and Norfolk Police, Norfolk District and County Councillor Reports - 10 minutes maximum**

Resolved to open.

A member of the public asked about the section of Roughton Common which is registered to another person and why the Council did not tell the Public. The Clerk informed that this was outlined at a previous Parish Council meeting by the Chair. No part of Roughton Common had ever been registered with the Land Registry with Roughton Parish Council as the owner.

Sue Arnold outlined the various cuts at the District Council and that NNDC was utilising reserves over the next two years in order to maintain services.

Resolved to close

5. **Review of Grass cutting of Common and appointment of Contractor**

The Clerk outlined that two quotations had been received and these were discussed. It was resolved to employ Secret Gardens to undertake the complete grass cutting of Roughton Common. Clerk to inform. EP

6. Correspondence - schedule supplied to Members

- NCC - Re Roughton Footpath 13 - and Inspector's decision
- DS Building Services - quotation to repair bus shelter
- Poppyland requesting support
- NALC - general information
- Quotations re Roughton Common grass cutting
- Clerks and Councils Direct
- Norfolk Age UK
- NCC - Norfolk Minerals and Waste LDF Framework
- NCC - response re responsibility for Highways Services
- Mr Watts - increase in hourly rate
- NCC - re pot holes
- NNDC re site inspections

7. To report on Matters Arising (updates and for information)

- 7.1 Update on footpaths from footpath officer - Hazel Rowlinson**
There was nothing to report at the current time.
- 7.2 Poppyland Partnership update - Hazel Rowlinson**
Funding had been obtained to continue the Partnership until September 2011.
- 7.3 Village Hall Events - update Richard Seaward**
The village hall was seeking a cleaner at £6.00ph.
- 7.4 Police Report if not in attendance**
The Clerk informed that 2 crimes had been reported from 7th January to 7th March 2011 - theft of heating oil and harassment. There had been 21 calls to the Police. The next mobile Police station is on Friday 1st April 2011 from 11-12pm near to St Mary's School, Roughton.
- 7.5 Update on Land Trust**
There was no update as Roy MacDonald was not in attendance.
- 7.6 Update on Youth Club - Paddy Bennett**
The Club had met four times since the last Parish Council meeting and this week were making popcorn and pancakes. The Bowling Trip will be another outing and a trophy presented to the winner. The collection of cans still continues and the Youth Club has donated £50.00 of equipment to Roughton under 5's group.
- 7.7 Road Signage - the new road signs are in place.**
- 7.8 Update on Mr Musker's objections to 2009/2010 Accounts**
The Clerk informed that this was still ongoing and that she had spoken to the Auditor today in connection with the above. A further letter - 5 pages long had been sent to the Auditor by Mr Musker for consideration.
- 7.9 Repainting of railings at Orchard Gardens - ref 238882**
This work had not been undertaken yet.

8. Correspondence - tabled at meeting

The Clerk informed the Council that all Clerks are from April 2011 to pay PAYE to HMRC and that any previous arrangements with them are no longer valid. The Clerk will attend training on this. EP

9. Finance

- 9.1 Consideration of Donation to Air Ambulance**
A request had been made by the Air Ambulance for funding and it was resolved that £100.00 be made in May 2011. Agenda
- 9.2 Appointment of contractor for repair of bus shelter**
Aviva had agreed that the quotation supplied by DS Building Services was acceptable. It was resolved that DS Building Services be appointed by the Parish Council to undertake this work. The invoice is to be forwarded to Aviva for payment.

9.3 Schedule of payments tabled at meeting

Payee	Amount	Cheque
Mr M Watts - village caretaking Jan/Feb	£90.00	038
Membership - NRCC	£15.00	039
Elaine Pugh - Clerk	£411.77	040

Resolved to pay enbloc.

10. Planning Applications - tabled at meeting if received

None had been received at the date of the meeting.

11. To Receive Reports from Councillors

- Paddy Bennett - rubbish continues to be a problem along Back Lane - Clerk to ask NNDC to undertake a litter pick. EP
- Richard Seaward - together with Paddy Bennett will be erecting sheds for Roughton under 5's.
- Richard Seaward - request for salt bin at Orchard Close Agenda

12. To Confirm the Date of the next meeting:

Annual Parish Meeting followed by the Annual Parish Council Meeting
Monday May 23rd 2011 at 7.30pm Roughton Village Hall

There being no further business the meeting was closed at 7.55pm.

CHAIR

Monday 23rd May 2011