

Rocklands Parish Council (RPC)
Minutes of Parish Council Meeting held in Rocklands Village Hall
7.00pm on Monday 8 May 2017

Present:	David Howie	Chair
	Nicola Southgate	Vice-chair
	David Roberts	
	David Witt	
	Cath Jones	
	Ian Scholes	
	Kim Austin	Clerk
	Bill Smith	District Councillor

Also present: 12 members of the public.
The meeting started at 7:04. The Clerk took the Chair.

1. To elect Chairperson 2017 - 2018

David Howie agreed to stand again as Chair. Cllr. Jones proposed and Cllr. Witt seconded the proposal. David Howie was duly elected as chair for another year. Declaration of Acceptance of Office was signed by Cllr. Howie and witnessed and signed by the Clerk. Cllr. Howie took the Chair.

2. To elect Vice Chairperson 2017 - 2018

Nicola Southgate agreed to stand again as Vice Chair. Cllr. Howie proposed and Cllr. Roberts seconded the proposal. Nicola Southgate was duly elected as chair for another year. Declaration of Acceptance of Office was signed by Cllr. Southgate and witnessed and signed by the Clerk.

3. To consider accepting apologies for absence

RESOLVED to accept apologies from Cllr. Shirley Colenutt who was away.

4. To record declarations of interest from members in any items on the agenda

There were no declarations of interest.

5. To approve the minutes of the last council meeting on Monday 10 April 2017

The minutes that had been circulated prior to the meeting were duly signed by the Chair, Cllr. David Howie.

6. To discuss any matters arising from the minutes (20 February 2017) not on the agenda.

Chapel Green. Cllr. Howie had visited Chapel Green and confirmed Richard Seaman had done a good job tidying the pond and banks. The cost would be £250 cash and a cheque for cash would be signed in the finance section of the meeting. The Clerk confirmed the £1 due from Pat Robinson for the Chapel Green Licence was still unpaid after 10 weeks and now would fall into the wrong financial year.

Benches. Cllr. Howie had proposed two benches be purchased and circulated a brochure with a few photos of metal benches. One to be sited where the bus shelter had been and one for Chapel Green.

7. To discuss application for Village of the Year (VOTY) (Penelope Keith)

The initial application asks only for: Village name, County, Name (of representative applying), postcode and a telephone number.

The Clerk read out the criteria for judging:

Signed

Date

- Appearance - how the look of your village is celebrated and enhanced by its residents?
- History and Heritage - how is the village's history remembered?
- Village events - what regular events bring residents together?
- Activities to do in this village.
- Visitor experience - how well does the village cater for visitors ?

There was a prize fund of £10,000 and the application would ask what the village would use the money for. The planned use for the money would be something the judges would take in to account. It was decided that although the village wasn't on the tourist trail Rocklands should apply.

8. To discuss traffic calming (Gateways and SAM2 vehicle activated signs)

Cllr. Howie (RPC), Richard Golke (RNP), Bill Lister (Farmer) and David Seaton (RNP) attended a meeting at Ridgeons with Alistair Brace and Andy Stevens. The purpose of the meeting was to introduce Rocklands Neighbourhood Plan (RNP) to Ridgeons as a major stakeholder in the village. It was a very positive meeting with the new manager and Cllr. Howie took the opportunity to mention the Thieves Land self-build development, the traffic problem on the Attleborough Road and flooding issues. Ridgeons confirmed that the development was nothing to do with them. The PC were pleased this was the case. Ridgeons said they too were concerned about the speeding traffic and poor visibility due to their fence and may even sponsor gateways and/or SAM2 flashing signs. Cllr. Southgate said she would be happy to progress these traffic calming measures if Ridgeons were to sponsor. It was thought that Ridgeons may have built the gates in Caston. Ridgeons listened to the flooding issues.

9. To adjourn the meeting for public participation

Meeting adjourned at 19.12pm and opened to the public.
 There were no comments from the public.
 The meeting re-opened at 19.13pm.

10. To report on finance.

The Clerk had prepared the end of year accounts to the 31 March 2017 and circulated them to all councillors prior to the meeting. Michaela Canham had completed the internal audit of the accounts. The Clerk had completed the Mazars (External Auditors) Annual return.

10.1 Annual Return explained

Any variances 15% or more on the annual return, when comparing this year with last year, must be explained. Income this year was higher due to grant monies received from Groundworks, Norfolk Community Foundation (NCF) and Breckland Council. These grants were applied for to fund the Rocklands Neighbourhood Plan and the new LED streetlighting. Subsequently expenditure was higher too due to spend in these areas, as well as paying for labour for clearing the pond and demolishing the bus shelter.

10.2 Adoption of accounts 2016 - 2017 & Financial Regulations

The Annual Accounts (Page 3 of the Annual Return) and the financial regulations (Page 2 of the Annual Return) were agreed. The Annual Return was therefore approved and duly signed by the Chairman and the Responsible Finance Officer (Clerk).

10.3 Financial position

The bank account balances as at Monday 8 May 2017

Barclays Community Account	£ 3537.37
Barclays Saver (Reserve) Account	£ 2326.24
TOTAL as per bank	£ 5863.61

10.4 Money in since last meeting

NO money in since the last meeting on 10 April 2017

TOTAL IN £ 0.00

Signed

Date

10.5 Cheques out (to sign)

CHQ 596	Clerks reimbursements	£	54.08
CHQ 597	Michaela Canham - Accounts internal audit	£	30.00
CHQ 598	Richard Seaman - tidy Chapel Green (CASH)	£	250.00
CHQ 599	Came and Company - Insurance renewal 1/3 year LTA	£	280.00
TOTAL OUT			£ 614.08

Insurance.

Insurance renewal due 1st June 2017. End of the 3 year LTA. The Clerk asked if RPC wanted to undertake a further LTA for three years until 1st June 2020. The cost would be £280 per annum, being a £15 increase on the past 3 years and still £440 cheaper than the £720 per annum that RPC used to pay !! It was agreed to enter into another 3 year LTA.

Chapel Green Licence. Payment for the licence is now overdue by ~10 weeks and still unpaid. The Clerk was not impressed as this will now fall into the wrong financial year. It is not the amount but the principal of the matter.

Rocklands Neighbourhood Plan (RNP) - Accounts. Balance of £302.60. Same as at last meeting.

11. To consider planning applications

Cllr. Southgate ran through the list of planning applications.

11.1 Planning outcomes since last meeting

3PL/2017/0396/VAR **Shadrack**/Peels Fm Whitings Ln/Single storey ex (115) PERMISSION

3PL/2017/0021/CU **Norton**/Foxhill, Sandy Lane/Agri to dwelling (113) PRIOR APP REFUSED

The Pc had no objections and were disappointed with this being refused.

3PL/2016/0312/F **Barham**/Plot adjacent 2 The Street/Dwelling (95, 111) - **APPEAL REFUSED**

11.2 Applications pending outcome

3PL/2016/1445/VAR **Kerry Foods**/Little Ellingham/Variations (110) - 4/1/17

3PL/2016/1194/F **Annison**/Mill Lane/New dwelling, garage, cartshed (112) - **APPEAL 17/4/17**

3PL/2017/0380/HOU **Fowler**/Rectory Road/Demolish extn to rear single storey (114) - 20/4/17

3PL/2017/0156/F **Cornwell**/Elmcroft Bell Road/Stable Block to Office Block (116) - 26/4/17

11.3 New applications since last meeting

3PL/2017/0492/HOU **Charville**/Lark House Bell Road/Single storey & barn (117) - 10/5/17

The Parish Council had NO OBJECTION to this application.

3PL/2017/0455/F **Blake**/Elms Cott, Whitings Lane/Stables, tack & Hay room (118) - 15/5/2017

The Parish Council had NO OBJECTION to this application.

3PL/2017/0010/AG **Garrod**/Two Oaks Sandy Lane/Ag. Building (119) -7/5/2017

The Parish Council had NO OBJECTION to this application. Comments had already been posted as the deadline was before the meeting and all councillors had discussed by email.

12. To update on Rocklands Neighbourhood Plan (RNP) (RG)

The last committee meeting was on 12 April held at the White Hart. Richard thanked the pub for their hospitality. Duties were delegated to committee members. Face to face meetings would be set up with the key stakeholders, school, Ridgeons and the pub. The possibility of school relocation would be ongoing. At the meeting with Ridgeons they were given the background to the RNP. They were happy to endorse any actions and confirmed that traffic on the high road was a concern to them. The idea of them supporting the school or the playing field's new pavilion was raised. Ridgeons had agreed to provide materials for previous projects. Ridgeons were asked if they would consider supporting some aspect of the new pavilion or maybe sponsoring a football team or something as they have a major presence in the parish. This was seen as an opportunity to work with Ridgeons to gain financial or

Signed

Date

material help. It would appear Ridgeon's presence is long term. The Thieves Lane development was mentioned and Ridgeons confirmed they are not involved in this.

There may be a draft document available in a few weeks.

Cllr Howie asked if Dave Jones would like to update on the school at this point. DJ said the school was working well with no immediate problems. The minutes from the previous PC meeting were corrected as a letter had been written to the Education Authority but not yet sent. The correction was signed by Cllr. Howie.

13. To update on Neighbourhood Watch (NW)

There had been a few hiccups this week as one person has resigned. Remaining co-ordinators will arrange the meetings and move on stronger. PC doesn't donate towards NW. Cllr. Howie said he didn't think they needed money to operate at this time but if they did in the future they could of course ask for it. An advert would be placed in the Rocklander for a new co-ordinator. Cllr. Howie said he was pleased with how it was going.

14. To update on Village Shop and Post Office

All OK at the shop.

15. To update on Local Plan (LP)

The latest timetable indicated May/June for publication and December for adoption.

District Cllr. Bill Smith said the Breckland local plan had been challenged saying it didn't conform and had deficiencies. Cllr. Smith confirmed that the plan was in fact robust and did conform and would be going for examination and publication in the next few months. RG said he had received notification that the Attleborough Neighbourhood Plan had been formally submitted and the closing date for consultation was 19 May 2017. Cllr. Smith confirmed hard copies of the plan were available from the Town Hall and it was worth having a read. He warned that local plans can 'drop out' of the 5 year land supply. Warned that more can be brought in on a constant basis. Old Buckenham has had a lot of grant money from Breckland Council. Cllr. Smith recommended Rocklands should apply for more money.

16. To update on Streetlights

One problem only with light 9005 outside village hall. Has sometimes been on during the day. Cllr. Scholes thinks someone came out to it a few weeks ago but still having intermittent problems.

17. To update on Trees

There were major safety concerns when a tree came down during storm Doris at the Village Hall. Other trees in the vicinity were assessed as a matter of urgency. Richard Day (qualified tree surgeon) had cut down 3 or 4 trees and some that were dead. The Parish Council received a letter from Karen Roseberry (appointed new Tree Warden on 6 May 2016) who was concerned about the cutting down of the trees. Karen wrongly thought the Parish Council had not been informed about the work before it was done. Karen now understands the urgency and knows that the PC had actually been informed. The letter had angered some with its reference to an unattractive village hall area and the Village Hall committee wanting to go the 'easiest and cheapest' route. Richard Day was thanked for his work as he had saved the Village Hall a lot of money by doing this work and Bill Lister was thanked for moving the Bottle Bank to a safer location. The need to replace the trees with more trees will be discussed, however some thought just a hedge would be adequate. Perhaps the PC could fund replacement trees if required. It was mentioned that Neil Thomas who had been Rocklands Tree Warden a while ago had now moved back into the village. Taxodium Distichum, a deciduous conifer was suggested due to its habit of drinking copious amounts of water per day.

18. To update on Playing Fields

Nothing to report.

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Date

19. To update on Highways

Low Lane. Al Bainbridge continued the saga of the 'hole' at the side of the road in Low Lane. Paul Sellick from the council had inspected and confirmed it was a hole ! Highways had done a repair but to the 'wrong' hole. Al does now have a job number.

The Street. The road was resurfaced and gritted but the road markings had not been reinstated. Markings need repainting outside the school.

Thieves Lane/Attleborough Road junction. Gulleys/pipes blocked therefore will cause flooding when it rains.

Brays Lane. Hedge needs attention.

Highways responded to PC request for work to be done with a date of 6 July ! The Clerk will query this date with them.

20. To update on Flooding

Nothing to report on flooding. No rain.

21. To discuss any correspondence

The Clerk had received an email from Sarah Good asking for a copy of the deeds to the Village Hall. It was assumed they would be wanted to check the line of the trees in respect of the tree work being done. Cllr. Howie had had the deeds. The deeds were returned to the Clerk at this meeting. The Clerk would make a copy for Sarah Good.

22. AOB

No other business

23. Date of next Meeting

Monday 3 July 2017, 7pm, Rocklands Village Hall

The meeting closed at 8.07pm.

Signed

Date