

# Minutes of a MEETING OF ROLLESBY PARISH COUNCIL

held on Monday 17<sup>th</sup> July 2023 at,  
The Village Hall, Rollesby, 7pm.

Present: Councillors: S Day, J Long (part), C Moore, S Moore (chair), S Ridout, C Tacon.

## 1. Apologies and consideration of acceptance for absence.

Cllr Bruce Sturrock – unavailable.

## 2. Co-option.

Miss J Long was co-opted onto the Council, PROPOSED C Moore, seconded C Tacon.

## 3. Members' declarations of interest and requests for dispensations.

None.

## 4. Minutes.

The minutes from Full Council Meeting held on 19<sup>th</sup> June 2023 were AGREED as a true and correct record and signed by the Chair.

## 5. Public Forum

5.1 County Councillor – A Grant - Absent

5.2 District Councillors A Grant, Absent and L Mogford, Apologies received.

5.3 Members of the Public;

The Council was asked if it had any plans to provide a SAM2 unit to address speeding and was once again asked about charities within the Parish.

5.4 Police have confirmed that the mobile speed unit will continue to attend the Parish.

## 6. Updates on matters not on the agenda.

6.1 Unpaid work team – work has been completed on 50% of the Back Lane end of the Main Rd to Back Lane footpath. The remaining 50% to be considered for next year.

6.2 Installation of EV Points. This item is being progressed by the Charity for investigation at the Pavilion. Noted.

6.3 .List of charities in the Parish. This has now been drafted and will be available on the website and facebook page

6.4 Pedestrians in Road signs for erection in Court Road - Highways have these on order. Noted.

## 7. Planning.

7.1 To consider planning applications received from Great Yarmouth Borough Council/Broads Authority for consultation prior to the meeting.  
None.

7.2 To receive notification of any decisions by Great Yarmouth Borough Council/Broads Authority.  
None.

## 8. Administrative Matters

Rollesby Parish Council, 58 Hercules Road, Hellesdon, Norwich, NR6 5HH  
Email: [rollesbypc@outlook.com](mailto:rollesbypc@outlook.com) Telephone: 07340028540

- 8.1. Website move to in house. Cllr C Moore – September meeting.
- 8.1 . Noticeboard upgrade – Village Hall external Wall. Cllr S Moore to undertake necessary work. Agreed budget around £62.00 for materials. PROPOSED S Day, seconded S Ridout.

## **9 Finance and Governance**

- 9.1 The payments detailed as Annex A were AGREED. PROPOSED Cllr S Ridout, seconded Cllr C Tacon. The Wave invoice was now approved by the RFO following a response and statement from Wave.
- 9.2 The meeting received a quotation of £453.00 from Scribe for accounts software. To be considered at budget setting.
- 9.3 The meeting received a bank reconciliation and budget to 30.6.23. It was AGREED to set up a financial training session for Councillors to look at Rollesby accounts in detail.
- 9.4 Signatories for bank accounts:  
Current signatories:  
Unity Bank: Haydn Thirtle, Sheila Ridout, Shaun Day, Bruce Sturrock. It was AGREED to remove Haydn Thirtle and add Cllr S oore.  
Lloyds Bank; Shaun Day, Charlie Tacon, D Beck, A Collins, S Hunt, R Rudrum. It was AGREED to close the Lloyds Bank account. PROPOSED Cllr S Day, seconded Cllr C Moore.
- 9.5 To consider annual allotment rental charges from 1.10.23. Currently £20/plot. Costs 2022/23; Rental income £220.00 Expenses £129.34.

## **10. Correspondence**

- 10.1 Email – addressed to Chairman, 'thoughts on Rollesby Parish Council'. Response to be sent as drafted.

## **11. Village Matters.**

- 11.1 Bus Shelter – Noted that the Method Statement for installation of bus shelter received.
- 11.2 The installation of additional bins – Great Yarmouth Borough Council reviewing emptying service. No charges available. To be brought back to Council when updated charges received.

## **12. Highways.**

- 12.1 Cllr S Day reported to the meeting following his meeting with the Highways Ranger. The issues were raised, and are being reported through to the correct departments.
- 12.2 Noted that the Highways 50/50 partnership scheme invitation has been received for 2024/25. Clerk to investigate the possible sites and costings for a SAM2 Camera.

## **13. Matters for next Agenda and information.**

Date of next meeting: Monday September 18th 2023.

The meeting closed at 8.02pm

A presentation was given on behalf of the Flegg Land Trust.

## Annex A - Payments for the July 2023 meeting of Rollesby Parish Council

	Sarah Hunt	reimburse one.com payments	£135.74	£27.14	£162.88
	Rebuild Cost Assessment	Assessment of pavilion	£150.00	£30.00	£180.00
D/D	Wave Water	Allotments - Dec - Jun	£65.56		£65.56
D/D	unity bank	charges (march to June)	£18.00		£18.00
	Salaries and Homeworking	July	£666.60		£666.60
	Sarah Hunt	refund telephone top up	£10.00		£10.00
					£0.00
					<b>£1,103.04</b>
	Already paid				
	Direct Debit for £144.96 already taken				

Signed:

18<sup>th</sup> September 2023