

# Minutes of a MEETING OF ROLLESBY PARISH COUNCIL

held on Monday 18<sup>th</sup> September 2023 at, Village  
Hall, Rollesby at 7pm.

Present: Cllrs S Day, J Long, C Moore, S Moore (Chair), S Ridout, B Sturrock, C  
Tacon

Clerk: S Hunt

17 members of the public were present.

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

None.

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

None.

## 3. Minutes.

The minutes from Full Council Meeting held on 17<sup>th</sup> July 2023 were AGREED as a true and correct record and signed by the Chair.

## 4. Public Forum

4.1 County Councillor A Grant – not present.

4.2 District Councillors A Grant and L Mogford – not present.

4.3 Police report received by the meeting – static speed patrols have been deployed in Rollesby and traffic offence reports issued. Rollesby remains on the Safety Camera Team patrol schedule.

4.4 Members of the public were advised to contact Norfolk County Council with requests/concerns over the speed limit in Back Lane. Andy Grant would be a first point of contact as the County Councillor.

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

5.1 Confirmed that a list of charities within the Parish has been published on the website.

5.2 Noticeboard on Village Hall external wall. Ongoing. Cllr S Moore.

5.3 Bus shelter installation. Scheduled for October.

5.4 Lloyds Bank accounts closure – to be undertaken once Parish Fund money passed across.

5.5 Unity – Removal of Haydn Thirtle as signatory, addition of Cllr S Moore. Ongoing. Clerk.

## 6. Planning.

6.1 To consider planning applications received from Great Yarmouth Borough Council/Broads Authority for consultation prior to the meeting.

6.1.1 06/19/0390/F – St Georges Church, Heath Road, Rollesby. Retention of outside toilet (Retrospective). No comment. To remind planning that this should have been screened with trees.

6.1.2 06/23/0528/F – Lodge Farm, Lawn Lane, Rollesby. New

Rollesby Parish Council, 58 Hercules Road, Hellesdon, Norwich, NR6 5HH

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retrospective application for retention of existing farm shed and hard standing created for agricultural use. No comment.

- 6.1.3 06/23/0567/F – Land South of Repps Road and Rising Way Martham Great Yarmouth. Proposed construction of 176 dwellings (Class C3) with associated access, off-site highways works, drainage, public open space, landscaping and associated infrastructure. Objection/comments to be sent: Lack of infrastructure in local roads overloading already struggling rural road system. The density of housing needs to be considerably reduced. How is the development complying with Nutrient Neutrality?

- 6.2 To receive notification of any decisions by Great Yarmouth Borough Council/Broads Authority.

- 6.2.1 BA/2023/0299/HOUSEH – 6 Belle Vue Terrace, Main Road, Rollesby, NR29 5EG. Single storey flat roofed rear extension. APPROVED. No objection submitted from Council.

## 7. Administrative Matters

- 7.1 To receive Rebuild Cost Assessment of £321,061 (Main Buildings) and £51,300 (other permanent structures) for Pavilion – insurers to be advised and quote brought to next meeting.
- 7.2 Website update – Cllr C Moore reported that this is in hand and the Clerk and Cllr Moore have agreed on the basic structure of the site. It is intended to be in place before the end of the financial year to enable a handover from the current provider.
- 7.3 To note that 2024 is the 80<sup>th</sup> Anniversary of D Day. The possibility of a village event was discussed.
- 7.4 Membership of Norfolk Parish Training Partnership to be considered for 2024/25.

## 8. Finance and Governance

- 8.1 Payments detailed as Annex A plus £437.48 repayment to S Day for Community Payback expenses were APPROVED. PROPOSED Cllr B Sturrock, seconded Cllr S Ridout.
- 8.2 The meeting received and reviewed the Budget for 2023/24. It was noted that the earmarked reserves for the Bus Shelter installation will not be utilized in full and it is anticipated £3,482.00 will transfer to general reserves upon completion. Following the payments approved at 8.1 it is anticipated that £4,895.66 will be available in general reserves to the end of the year – this includes grass cutting, anticipated election costs, salaries.
- 8.3 Bank Accounts update:  
It was RESOLVED to transfer to the Parish Fund of £90,308.38 currently held on behalf of the Charity. PROPOSED Cllr S Day, seconded Cllr B Sturrock.  
Current balances:  
Lloyds Account      £93,711.05 (includes Parish Fund Money)

- Unity Account        £7,443.27
- 8.4 It was RESOLVED to appoint Sonya Blythe to undertake the 2023/24 audit at a cost of £125.00. PROPOSED Cllr C Tacon, seconded Cllr S Ridout.

**9. Correspondence**

- 9.1 Correspondence regarding Hedgehog Highways was read to the meeting. To be placed onto facebook.

**10. Village Matters.**

- 10.1 Confirmed that S106 funding has been agreed for playingfield equipment. £8,800.00
- 10.2 Noted that the vets have now erected a dog bin outside the surgery for public use.

**11. Highways.**

- 11.1 Highways 50/50 funding application schemes:  
The meeting received Highways response and Westocotec quotation for SAM2 project. £3554.00 plus posts and ancillary costs.  
Clerk to process application – to be included in budget.  
SAM 2 operational information to be sent to councillors.

**Matters for next Agenda and information.**

To refund C Tacon for Memorial wreath.  
To consider first draft of budget.

**Next Meeting:**

Monday October 16th 2023.  
Monday November 20<sup>th</sup> 2023  
Monday 4<sup>th</sup> December 2023.

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

Sarah Hunt	SLCC Membership (Part)	£56.32	£0.00	£56.32	
Burghwood Landscapes	Rollesby Church x 5 cuts	£725.00	£145.00	£870.00	
Sonya Blythe	Internal Audit	£120.00		£120.00	PAID
Sarah Hunt	Salary + Homeworking August	£524.50		£524.50	PAID
Sarah Hunt	Salary + Homeworking September	£524.50		£524.50	
HMRC	Tax Deductions August	£20.20		£20.20	PAID
HMRC	Tax Deductions September	£20.20		£20.20	
Norfolk Pension Fund	August Pension Payments	£150.43		£150.43	PAID
Norfolk Pension Fund	September Pension	£150.43		£150.43	
Community Action Suffolk	Insurance renewal	£705.60		£705.60	PAID
Sarah Hunt	land registry download	£6.00		£6.00	
Job Done Windows	Bus Stop Cleaning	£40.00		£40.00	
Sarah Hunt refund	Phone top up (27.8.23)	£10.00		£10.00	
CLlr S Day	refund comm. Payback expenses	£385.01	£52.47	£437.48	
	<b>TOTAL</b>			<b>£3,635.66</b>	

The meeting closed at 8.07pm

Signed:

16<sup>th</sup> October 2023