

MINUTES OF A MEETING OF ROLLESBY PARISH COUNCIL

held on Monday 18th March 2024,
Village Hall, Rollesby at 7pm.

Present: Cllrs S Day, J Long, C Moore, S Moore (chair), S Ridout, C Tacon
Clerk: Mrs Sarah Hunt
23 Members of the Public were present.

1. Apologies and consideration of acceptance for absence.

The meeting noted the resignation of Mr Bruce Sturrock who was thanked for his many years as a Parish Councillor. He was a thoughtful contributor to the Council, always available to his colleagues for support and will be missed. The Notice of Vacancy has been published. If 10 members of the electorate request an election by the 9th April this will take place. If this request isn't received by the Returning Officer then Council will be advised it is free to co-opt.

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

None.

3. Minutes.

The minutes from Full Council Meeting held on 19th February 2024 were AGREED as a true and correct record and signed by the Chair. PROPOSED Cllr Day, seconded Cllr Long.

4. Public Forum

The Council was addressed with regard to the FOI at 10.2. A resident had attended the policing SNAP meeting. It was confirmed by the Police that nothing can be done to alter the highways regulations on Back Lane as it was a highways matter.

5. To receive any reports:

- 5.1 County Councillor A Grant reported on a meeting to Back Lane with the local Highways Officer. The speed limit will not be reduced on this stretch of road as it does not meet the necessary criteria, the intention is still to extend it on Martham Road as previously advised. There will be new chevrons and lights at the school, and village gates on Martham Road. The Trinity Bridge scheme will involve work to reduce the bump – and also bollarding to the green area to prevent parking. The Local Plan for Great Yarmouth Borough Council is currently out for consultation. It does not include any major development in Rollesby.
- 5.2 District Councillor L Mogford sent apologies.
- 5.3 Police. NOTED that the local policing team have asked Council to ask residents to report any local issues through official channels, not to post any concerns onto facebook as this may hinder any investigation. To note the next SNAP meeting is taking place on March 14th at Scratby

Village Hall at 7pm. All residents are welcome to attend to draw any concerns to the attention of the local policing team.

6. Updates on matters not on the agenda.

To receive updates from previous meetings.

- 6.1 Commemorative Beacon. Update. Cllr C Tacon will remove the dates currently on the Beacon – it was AGREED if this is to be lit at the Church adjacent the memorial if permission is granted. The lighting time is 9.15pm on June 6th. To be returned to agenda on request.
- 6.2 Back Lane traffic – the Highways engineer will visit site when next in the Parish. See 5.1.
- 6.3 NOTED that the One.com subscription will terminate on 5th February 2025.
- 6.4 Bus Shelter – NOTED that the 50/50 funding grant will be carried into the 2024/25 financial year.
- 6.5 Commemorative Bench maintenance. Cllr Day reported that this needed considerable work. It was AGREED this be undertaken to a maximum budget of £200.00. Next meeting.

7. Planning.

- 7.1 To consider planning applications received from Great Yarmouth Borough Council/Broads Authority for consultation prior to the meeting.
 - 7.1.1 06/19/0075/F – Hall Farm, Martham Road, Rollesby, NR29 5DR. Retrospective planning application for the retention of 93 containers, extension to unit 17, car park for 12 car parking spaces at the front, new vehicle access to Martham Road, new pedestrian access, cycle parking, sectioning of various areas to be used as open storage compounds totalling 110 compounds, enlargement of hardstanding of the west of the site and change of use to car parking and herras fenced compounds and vehicular circulation and new vehicular access to A149, and retention of embanked soil to screen containers at the west of the site – Revised description of development and amended plans received. No Objection. Suggestion that as part of the conditions a living screen be planted on the Martham Road approach
 - 7.1.2 06/23/0880/F – Hall Farm Business Park, Martham Road, NR29 5DR. Retrospective application for proposed retention and erection of 7 No. new buildings (Units 6, 6a, 9, 10, 11, 19, 20 on the submitted plan 001-B) to be used as storage/workshop units and for office use. No Objection. Votes recorded as: No Objection CM/SR/SM. Against SD. Abstain: CT/JL.
 - 7.1.3 06/24/0004/CD – Hall View, Martham Road, Rollesby, NR29 5DU. Part Discharge of Condition 3 (Plans of roads, footways, street lighting and foul and water surface drainage) of pp 06/18/0315/O – Details relating to Foul and Surface Water Drainage Scheme. NOTED.
- 7.2 To receive notification of any decisions by Great Yarmouth Borough Council/Broads Authority.
 - 7.2.1 None.
- 7.3 Great Yarmouth Borough Council Local Plan Workshop will take place on Wed 10th April between 7-8.30pm in the Supper Room of the Town Hall. Cllr Shaun Day to attend.

8. Administrative Matters

- 8.1 Bowls Club Draft Letter of Agreement. This has been forwarded by the Chair to the Bowls Club for comment. Next meeting.
- 8.2 NOTED the Clerk will be on Annual Leave from Monday 29th April to Friday 10th May – Out of Office will be in operation.
- 8.3 It was RESOLVED to order the SCRIBE accounts package for 2024/5 as budgeted - £453.00. PROPOSED Cllr Day, seconded Cllr Ridout.
- 8.4 It was AGREED to adopt the Internal Control Statement as presented.
- 8.5 It was AGREED to adopt the Financial Risk Assessment as presented.
- 8.6 The calendar of meetings for the forthcoming year was AGREED.

9. Finance and Governance

- 9.1 It was RESOLVED to make the payments detailed as Annex A. PROPOSED Cllr Day, seconded Cllr Ridout.
- 9.2 The up to date bank reconciliation was received by the meeting and checked against bank statements by Cllr C Moore
Lloyds – Now closed.
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| Unity account ending 5435 (31.1.24) | £2,717.23 |
| Unity account ending 5391 (13.3.24) | £7,028.63 |
- 9.3 It was RESOLVED to accept the quotation [of £61.79](#) for D Day flag with no dates. PROPOSED Cllr S day, seconded Cllr S Ridout.
- 9.4 The meeting REVIEWED the Unity account signatories; S Day, S Moore, S Ridout, B Sturrock. Clerk is administrator on account.
It was AGREED to remove Mr B Sturrock and add Cllr C Tacon.

10 Correspondence

- 10.1 GYBC – NOTED that the Great Yarmouth Design Code Supplementary Planning document was adopted on 29th January 2024 at cabinet.
- 10.2 Freedom of Information request NOTED.
- 10.2.1 Emailed Freedom of Information letter to Chair requesting information.
- 10.2.2 Response to the above.

11. Village Matters.

- 11.1 NOTED BA/2024/0005/TPO – Broads End, Main Road, Rollesby. Tree protection order, 2 x Oak Trees.

12. Matters for next meeting and information.

Monday 15th April 2024 – Annual Parish Meeting and Parish Council Meeting
Monday 20th May 2024 – Annual Parish Council Meeting

Annex A - Payments for the March 2024 meeting of Rollesby Parish Council

Sarah Hunt	Salary + Homeworking March	£500.43	£500.43
HMRC	March	£14.20	£14.20
Norfolk Pension Fund	March	£159.22	£159.22
Job Done window clean.	Bus Shelter Cleaning	£40.00	£40.00
Sarah Hunt	refund phone credit (9.1.24)	£10.00	£10.00
			£0.00
	TOTAL		£723.85

draft