**ROYDON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Thursday 5th January at 7pm.**

**In Attendance: Councillors: Suzi Pimlott (Chair), Neville Fletcher, Colin Manning, Colin Nichols, Keith Panks, Marc Starling and 3 members of the public.**

**Clerk: Pippa Winson**

1. **To consider apologies for absence.**

None

1. **To consider Requests for Dispensations from the restriction on participating in the discussion or voting on a matter in which a member has a Disclosable Pecuniary Interest.**

None.

1. **To approve the minutes of the Parish Council meeting on Thursday 3rd January 2017.**

Having been circulated prior to the meeting, the minutes were accepted and signed as a true and accurate record by those present at the meeting.

1. **To record Councillors’ declarations of interest on Agenda Items.**

None.

1. **Public Speaking.**

None.

1. **Matters arising.**

S Pimlott is still waiting for response from BC in respect of the ownership of the land opposite the Church. .

1. **Correspondence received (for info only).**

CAN – Think Fuel info.

Samaritans Poster.

BCKLWN – Letter asking whether PC want to take on grass cutting.

Various – via email

1. **Highways- note any matters to be reported to highways.**

Pothole still on Hall Lane, by Hall farm. Pothole on Station Road opposite Willow Farm.

1. **Hudson Fen Leisure**

No meeting so no update. Car boots will re-commence in April.

1. **Neighbourhood Plan**

Second meeting held but N Fletcher didn’t receive invite so couldn’t attend. Congham PC have now joined the group.

1. **Training Update**

S Pimlott gave update. She attended BC Planning Workshop and said that it was useful, Neighbourhood Plans discussed.

H & S Course covered PC responsibilities. PC needs to ensure that contractors have public liability insurance. Case studies discussed to identify risk. Recommend Land Management Plan to shows zones, tree and ditches and to identify risk. Risk Assessment Register and Asset Register required. Clerk to investigate.

1. **Finance – receive update and agree cheques to be signed.**
2. Cheques: CGM payment last cut of the Common - £206.10

Way Leave payment of £100.79 received.

Agreed to renew CGM grass cutting contract for next 3 years at £180 per cut, 7 cuts per annum. Two other companies were approached but they were unable to undertake the work.

1. Budget agreed, Precept of £5,000 agreed and £98 Council Tax Support Grant totals £5098.00.
2. **Roydon Common**

BC still investigating parking issues on Common, they had asked if PC knew when signs were removed and by whom.

1. **Planning**

Concern over planning application ref 16/02024/F in respect of overlooking, comments already submitted.

1. **To receive Councillors Concerns and items for next meeting agenda.**

Apologies from C Nichols for next meeting.

1. **To confirm the date and time of the next Parish Council meeting – on Thursday 2nd March 2017 at 7.00pm.**

Chairman ………………………………………. Date …………………………………