North Runcton Parish Council

Minutes of the North Runcton Parish Council Meeting held at the Village Meeting Place

Tuesday 12th February 2019 7.45pm

Present: Cllr R Morrish (Chair), Cllr K Fuller, Cllr L Stevens, Cllr B Houchen, Cllr A Dobbing, Cllr P Yallop, Cllr K Longhurst, Cllr J Fuller, Cllr L Davies

In attendance: The Clerk – Rachel Curtis, Bor Cllr Peter Gidney

8 members of the public

1. **Apologies** - None

2. **Declaration of Interest / Dispensation in items on the Agenda**
   Cllr J Fuller – Item 8,15

3. **County and Borough Councillors Matters**
   - Cllr Peter Gidney reported he will be attending a meeting on 19th February regarding the consideration of planning applications. He will make the case for the PC to state that the sifting committee may not always be aware of the local issues that affect Parishes and therefore applications.
   - There is a survey monkey application on the Borough Council website to enable residents to have their say on Kings Lynn – deadline for submissions is 25th February.
   - There is no more information on the application for 500 homes at West Winch.

4. **Public Participation – all members of the public welcome – 10 minute session**
   - A resident referred to the November minutes and asked for clarification on the details of an easement made between Church Farm and the PC in the 1980's and whether it is still in force. It was agreed to discuss this further at the March meeting.

5. **To approve the Minutes of the Parish Council Meeting held on 8th January 2019**
   The Council approved the minutes and the Chairman duly signed.

6. **Clerks Report on any matters arising from the minutes of 8th January and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**
   - The Quiz at the VMP in January raised £387 and was a great success.
   - The Clerk is pursuing an offer of a donation of a defibrillator from a local charity group, and will report back at the next meeting.
   - Upon further investigation the Church sign which had been agreed to purchase at January's meeting would be too small. Cllrs agreed that a larger sign could be purchased.

7. **To hear reports taken form the SAM2 Vehicle Activated Speed Signs**
   - Cllr Stevens had spoken to the Clerk at Middleton regarding a speedwatch scheme, it is successful there and runs with 6 volunteers and requires some training to set up. It was agreed to put a piece in the newsletter to see if anyone would be interested in being involved. (Deadline March 15th).
   - There is some concern about the accuracy of the counter and calibration of the speed sign, Cllr Stevens will contact Westcotec.
   - Reports of the volume of traffic have been sent to the Borough Council to assist the road planners with their work on the West Winch Relief Road.

8. **To hear an update on arrangements regarding the SDA and School Lane**
   Representatives from the PC (Cllrs Morrish, Stevens, Longhurst, Yallop and the Clerk) met with an SDA working party on 15th January and discussed the future use of School Lane and a contribution to its repair. Again the SDA confirmed that no traffic will use School Lane now that the new access road is complete and a formal agreement to confirm this now has to be drawn up. Quotes are being obtained for the road repairs and then the SDA will confirm their funding of this. There is additional work which the PC would

like to be done to patches of the road and a discussion is required to confirm the SDA's contribution to this. Speed management was discussed, either white lining or speed bumps – it was thought that maybe speed bumps would cause more noise as lorries travelling to and from Church Farm, this would be discussed further and consultation carried out with local residents.

9. To report on VMP management matters

There has been correspondence from Buttercups regarding the temperature of the Hall, to enable them to reach their Ofsted recommended temperature they are using 2 plug in heaters, a convector heater and fan heater in addition to the wall mounted heaters coming on at 4am in a bid to build up the temperature for daytime use. The Clerk has compared electricity usage to this time last year and it has increased. The monthly direct debit for electricity is currently £364. The Clerk has obtained a quote for thermal blinds in the front hall at a cost of £208, the PC agreed to go ahead with this to try and help keep the heat in. The suitability of the current infra-red heaters was discussed, Cllr Morrish said he was looking into alternative heating and it was suggested that wall mounted convector heaters with guards would be more suitable and a ceiling fan to ensure the warm air does not escape into the high ceiling. The Buttercups had also reported some of their resources kept in the cupboard in the front hall were covered in mould, this now appears not to be such an issue.

10. To hear an update on the Wildlife in Common project

A conservation group of volunteers from the village has been formed which will run under the leadership of the Parish Council with guidance and training from Norfolk Wildlife Trust, this will ensure all insurances are covered. Management plans now need to be prepared and a meeting arranged for the end of February to walk around the areas to work on first. It was mentioned by one of the volunteers that dog fouling is still a problem and one thing to work on is the education of dog walkers to pick up after their animals.

There is a talk at the VMP on 7th March by the Norfolk Wildlife Trust on the species that could be endangered.

11. To hear an update on the work towards the Local Council Awards Scheme

The Clerk gave an overview of the work done to meet the criteria and listed the areas needing to be completed before the initial submission. Councillors contact details are required to be published online and Clerk will decide on a format of email address for Councillors to set up new addresses specifically for Parish Council work.

12. To hear the timetable for the local elections – 2nd May 2019

The Clerk ran through the timetable for submission of nomination papers. The earliest they can be taken to the Borough Council offices is 18th March and the deadline is 3rd April at 4.00pm.

13. Highways – the Council will discuss any Highways issues

- Cllr Morrish has spoken to the resident of 1 Cedar Grove and if the area of grass outside his property is reseeded then he said he would maintain it – Clerk has already requested reseeding to be done by the Rangers.
- There are weeds pushing through the asphalt outside 3 Hall Drive, Clerk to report.
- There is a pothole outside the caravan site entrance – Clerk to report.
- There is a pothole at the Cedar Grove junction – Clerk to report.

14. To report on the Infrastructure Delivery Plan

Cllrs Morrish, Stevens, Houchen and the Clerk attended a briefing on 5th February. The Hopkins team (Atkins) had initially designed the access road which Highways England put a holding objection on and now WSP are talking to Hopkins to alter the alignment and put detail to the scheme. The PC has been asked for its views and it is planned to hold a workshop with Councillors to come up with agreed ideas for the junctions to the village. The Borough Council intends to put in a hybrid planning application to detail the housing access road.

15. Planning

a) Any applications to consider;

19/00160/F – Variation of condition 2, planning permission 17/00423/F to amend drawings at 20 Common Lane

No comment

19/00199/F – Change of use of existing detached annexe to detached residential dwelling at annexe adjacent to 2 Hunters Rise

Comment – The PC notes that the original consent based on a limited number of dwellings and the planning officer may consider what it means to sub divide plots.

19/00213/F – conversion of garage and covered store to annexe at Church Farm, 21 The Green

Support – conversion of barns will mean appearance of building will be improved

18/02289/OM – Outline Application: Up to 500 homes with a neighbourhood centre, associated landscaping, parking and supporting infrastructure at West Winch

Object – Based on premature application, would need to see infrastructure plans to consider. Cllr Morrish to draft a more detailed response and circulate with Cllrs before Clerk submits.

b) Decisions Received from BCKLWN

18/02057/F – Caravan and Camping Park – construct 3 timber cabins – Application Permitted

18/02226/F – 6 Common Lane – extension and alternations – Application Permitted

16. To hear any other planning issues relevant to the Neighbourhood plan

Cllr Morrish has sent comments to Norfolk Greenways Consultation to support their proposal to support and extend cycleways particularly in the West Winch Growth Area.

17. Correspondence

None

18. Finance

b) To hear an update on Cashbook balances - 1st Jan – 31st January 2019

	Opening Balance 01/11/18 £	**Less May Chqs £**	**Less DD's £**	**Add income £**	**Closing Balance 30/11/18 £**
NRPC Account	27,868.97	1,596.90		238.17	**26,510.24**
VMP Account	1,115.50	337.46	379.59	1,816.36	**2,214.81**
					28,725.05

b) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
From VMP Account				
15/11/18	Middleton Parish News	Advertising in Newsletter	50.00	0.00 0.00
12/02/19	R Curtis	Salary 12th Dec – 8th Jan 2019	138.84	0.00
12/02/19	R Curtis	Hall Cleaning – 10th Jan, 16th Jan, 23rd Jan, 30th Jan, 6th Feb	106.80	0.00
12/02/19	R Curtis	Expenses	64.97	
19/01/19	R Morrish	Lighting	9.22	
11/02/19	Steward Safety Supplies	Annual Fire Extinguisher Check	44.63 **414.46**	
From NRPC Account				
15/01/19	BCKLWN	Armistice Posters	32.74	0.00
12/02/19	N Wootton PC	50% Election Training Costs	15.00	
12/02/19	R Curtis	Clerks Salary 9th Jan – 12th Feb 19	529.08	
12/02/19	R Curtis	Expenses	58.55	
			635.37	

The Parish Council agreed to pay the above.

19. Public Participation – all members of the public welcome – 5 minute session

20. Items for next meeting agenda
- Easement with Church Farm
- Update on defibrillator

21. **Date of next meeting – 12th March 2019**
Future meeting dates – (9th April 2019, 14th May 2019)

The meeting closed at 9.40pm

Signed …… 12th March 2019