

NORTH RUNCTON PARISH COUNCIL

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

Tuesday 12th June 2018 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Amanda Dobbing, Cllr Barry Houchen, Cllr Paul Yallop, Cllr J Fuller, Cllr K Fuller

In attendance: The Clerk – Rachel Curtis

3 members of the public

Apologies for Absence: Cllr L Stevens, Cllr L Davies, Cllr K Longhurst

1. Election of Vice Chairman

Cllr K Fuller was proposed for the position of Vice Chair by Cllr Dobbing and seconded by Cllr Houchen, there being no other nominations, Cllr K Fuller was unanimously voted as Vice Chair.

2. Declaration of Interest / Dispensation in items on the Agenda

Cllr J Fuller – Item 12

3. County and Borough Councillors Matters

Cllr Gidney had given his apologies for the meeting, but had sent a short report which Cllr Morrish summarised;

- Otters in Gaywood River and The Walks were being featured on a TV programme that night.
- There will be a band playing in the Bandstand in the Walks every Sunday afternoon 2-4pm from now until September.
- Heritage Day will take place in King's Lynn on 16th September.
- King's Lynn will celebrate Norfolk Day on 27th July by commemorating the work of Fred Savage.

4. Public Participation – all members of the public welcome – 10 minute session

- A resident spoke of the death of Mary Jackman who volunteered in the local Scouting movement for over 50 years. Cllr Morrish said everyone on the PC was sad to hear of her passing.
- HGV's are still accessing the SDA site and have been parking on the Green. *To be discussed in item 12.*
- It has been noted that the plot of 45 Common Lane has been separated. *To be discussed in item 14.*
- The pothole on the Twisty Twiney has now been filled, however a Councillor said she thought that damage was caused to her car while travelling in the wet before work was done.

5. To approve the Minutes of the Parish Council Meeting held on 8th May 2018.

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 8th May 2018 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

- Scottish Power – the resolution has been accepted by the PC which means any unbilled charges over 12 months old will be credited to the account plus £100. Scottish Power have been given an extension to their deadline (now 29th June 2018) in which to act upon the resolution as they are currently in dispute with the current supplier – British Gas as to the opening meter reading.

7. To hear reports taken form the SAM2 Vehicle Activated Speed Signs

Cllr Stevens had given reports to Cllr Morrish. The data states that vehicles travel quicker on Rectory Lane than New Road. But generally, the signs appear to be effective as the average speed is below 30mph.

8. To receive the annual accounting statements for 2017/18 ad agree responses to questions in the Annual Governance Statement of the Annual Audit Return

- The PC agreed the cashbook balance of the accounts for the end of March 2018 was £12,764.

- All responses to Section 1 of the Audit report was answered ‘yes’ with the exception of an item which is non-applicable to the Parish Council.

9. To adopt the Parish Council’s policy for GDPR

The Clerk presented the work completed on becoming compliant with the new General Data Protection Regulations. The documents had been circulated to Councillors prior to the meeting and there were no questions. Cllr Morrish proposed that the PC adopt the Information and Data Protection Policy and Retention of Documents Policy, this was seconded by Cllr Houchen and all agreed. The PC also agreed for the privacy notices to be posted on the website.

10. To hear an update on follow up work from the Annual Residents Meeting - Signage

Residents had previously suggested at the Annual Residents Meeting that the finger post on the Green should have an additional 2 fingers in the direction of the Church and the Village Meeting Place to go alongside the current one showing Public Bridleway. Cllr Morrish has discussed this with NCC and while they would not allow additional fingers to be placed on the current sign, they recommended their contractor who has quoted £144 for a new oak post with 3 fingers. There followed discussion over the placement of the sign on the triangle of land in relation to the tree and its visibility from New Road. The finish – ie oak or painted white was considered and whether plastic signs mounted on the side of the bus shelter would be more effective. It was decided to defer the decision on this till the July meeting to allow Councillors to visit the site and consider options.

11. To hear an update on follow up work for the VMP – PV Panels/Thermostats/Sound Proofing

PV Panels – this is being investigated by a company dealing with solar panels and nothing to report for this meeting

Thermostats – ongoing - nothing to report for this meeting

Sound Proofing – in the absence of Cllr Longhurst – nothing the report for this meeting

12. To hear an update on matters relating to the SDA site and School Lane

Planning permission is expected imminently for the new access road. Cllr Morrish has contacted the SDA to request a site meeting before the end of June. The points raised in Public Participation will be brought to the attention of the SDA and building contractors. Cllr K Fuller asked if construction traffic will cease using School Lane once the new access road was complete and Cllr Morrish said that this has been the intention expressed by the SDA.

13. Highways – the Council will discuss any Highways issues

- The Clerk has received notification of a new property address for 44 Rectory Lane.
- The Clerk has reported the New Road sign needed reinstating to the Council.
- Cllr J Fuller said he has the plainings ready to fill the potholes on the lane in front of the Church.
- Tharros are amenable to planting trees on Love Lane and also undertaking some work to the track.

14. Planning

- a) Any applications to consider;

18/01019/F – Tree House at Hillside Lodge, Hill Road

Retrospective planning permission - no comment on the structure, but make the point that there is a rookery in the copse of trees in the garden.

- b) Decisions Received from BCKLWN

None

- c) Comments Made to the BCKLWN

18/00859/F - 23 Common Lane

Scope reduced, smaller extension – no change to the elevation from the road. East chimney will be retained as power cables running through it. No further comments to be made by the PC.

- The caravan at the Toll House (18/00417/LDP) will need a planning application – none submitted at present.

- 45 Common Lane – concern that a fence has been erected to sub divide the garden and speculation there may be scope for an additional plot, this needs to be monitored.

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

Cllr Morrish contacted Alan Gomm at the Borough Council to ask for an update on the West Winch Growth Area and he sent the following report which was read out;

IDP – We are still working on this. We are trying to make sure that all the costs are properly justified. Having got the detailed study of the WW Housing Access Road in progress we want to make sure we use info from that in the IDP. So, there is cross checking going on. We are behind where we want to be with the IDP, but we need to conclude it well before we take the Hopkins application to Committee.

WW Housing Access Road – We have raised the profile of the Growth Area having had a Ministerial Visit from Dominic Raab in early May. We stressed the need for funding for the road, without which the housing can't happen in its fullest extent. He brought with him the Chairman of the Homes England (Sir Edward Lister). We stressed progress so far; NPlan; IDP; WWHAR design work; Hopkins application. WSP are working on road design in detail, and are developing options. As part of this are detailed discussions with Highways England about the precise form of a junction to A47 and the Hopkins scheme for example.

County wide infrastructure – It would be fair to say that the West Winch Growth Area has become a higher priority countywide than previously. It is one of the key pieces of infrastructure county wide in the emerging Norfolk Infrastructure Delivery Plan 2017 – 27.

Cllr Morrish noted that Michelle Summers has resigned from West Winch Parish Council, she was instrumental in the production of the Neighbourhood Plan and her input will be missed.

16. Correspondence

A complaint about people driving and parking along Illington Lane, it is a restricted by way and vehicular access is prohibited. There is concern that dog fouling is prevalent in this area also. The PC discussed the matter and it is believed that the signage and land belongs to NCC and the Clerk should forward the concerns to them.

17. Finance

a) To hear an update on Cashbook balances - 1st May 2018 – 31st May 2018

	Opening Balance 01/05/18	Less May Chqs	Less DD's £	Add income £	Closing Balance 31/05/18
	£	£		£	£
NRPC Account	42,566.6	9,574.84	0.00	0.00	32,991.76
VMP Account	8,383.61	143.87	93.05	676.50	8,823.19
					41,814.95

b) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
<u>From VMP Account</u>				
08/05/18	Krystal Kleaning	April Cleaning	158.40	
08/05/18	Krystal Kleaning	May Cleaning	198.00	

12/06/18	R Curtis	Clerk Salary 9 th May – 12 th June 18	138.84	
12/06/18	R Curtis	VMP Expenses	5.00	
			500.24	

From NRPC Account

31/05/18	CGM	Grounds Maintenance – The Greens	30.06	0.00
12/06/18	R Curtis	Clerk Salary 9 th May – 12 th June 18	529.08	0.00
12/06/18	R Curtis	Stamps and Stationery	13.06	
			572.20	

The Parish Council agreed to pay the above.

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

- A resident suggested a community event to be held on the Green, incorporating a hog roast, it was agreed in principle to be a good idea and something that could be considered in the future.
- A resident asked for an update on the situation of the band practicing at the VMP, Cllr Houchen has visited the Hall when the band are playing and doesn't think the noise to be excessive. Two Councillors have now spoken to the neighbour and the band are now practising on a Thursday night when the resident resides at another property. The resident has been told that if he persists in playing music loudly to disturb other hirers the PC will take the matter further with the Neighbourhood Nuisance Team and the Borough Council.
- Cllr J Fuller noted that the Commons have been sprayed.
- Cllr Morrish reminded everyone to be vigilant for rogue builders in the area.

19. Items for next meeting agenda

- VMP Thermostats / PV panels
- Prices for acoustic boards and fitting
- SDA site meeting
- Finger Post for the Green

20. Date of next meeting – 10th July 2018

Future meeting dates – (No August meeting planned, 11th September 2018)

The meeting closed at 9.30pm

Signed 10th July 2018