

North Runcton Parish Council

Minutes of the North Runcton Parish Council Meeting held via Zoom due to the Coronavirus restrictions in place

Tuesday 13th October 2020 7.45pm

Present: Cllr R Morrish (Chair), Cllr L Gunn, Cllr P Yallop, Cllr K Williams, Cllr B Houchen, Cllr S Palmer, Cllr J Fuller, Cllr L Stevens

In attendance: The Clerk – Rachel Curtis

1. **To accept any apologies** – None received
2. **Declaration of Interest / Dispensation in items on the Agenda** - None
3. **County and Borough Councillors Matters**
No Borough Councillors were present at the meeting
4. **Public Participation**
No members of the public requested to join the meeting.
5. **To approve the Minutes of the Parish Council Meeting held on 8th September 2020**
The Council approved the minutes and the Chairman duly signed.
6. **Clerks Report on any matters arising from the minutes of 8th September and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**
 - The Clerk reported she had attended virtual risk management training, which was informative and confirmed the PC is taking the correct approach to its risk management/risk assessment work.
 - It was agreed that the bulb planting will take place on Saturday 17th October at 10.30am.
 - The shelf for the book exchange in the bus shelter on The Green has been put up, this will be monitored to ensure excess books are not left there.
 - The Middleton Remembrance Service on 8th November has been cancelled. Rev Riaz and Ken Matthews will make a decision with the Church Council on whether to go ahead with a small service to lay a wreath at All Saints Church at 11am on the 11th. Cllr Morrish has offered to lay the wreath if they decide to go ahead.
7. **To hear reports taken from the SAM2 Vehicle Activated Speed Signs**
Cllr Stevens reported that there has been a 17% increase in vehicle counts since January 2019 on Rectory Lane. A session was held on 13th October with the speed gun and no speeders were recorded.
8. **To hear an update on issues relating to School Lane**
No firm progress to report on the deed of agreement regarding School Lane – although the PC have been informed that the SDA solicitor is working on it. The hole dug by Anglian Water on School Lane is due to be filled on 22nd/23rd October.
9. **To report on VMP management matters**
Buttercups are continuing to operate successfully in the Hall – the rent review will be discussed in item 16 – Finance.
To review the energy plan for the supply of electricity
The Clerk obtained 3 quotes which were reviewed, the cheapest was EDF, this price is fixed for 3 years. Cllr Morrish proposed to start a contract with EDF, this was seconded by Cllr Gunn and unanimously agreed.
 - Work to seal the floor was discussed, it was agreed that to preserve the condition of the floor it needs to be done and half term is a good opportunity to do this. The quote for this is around £1,400, Cllr Morrish proposed that this work goes ahead and Cllr Houchen seconded this and unanimously agreed.

10. North Runcton and Hardwick Conservation Volunteers update

- The shed which has been gifted to the group is ready to be dismantled and agreement has been sought with the scout group to put it near their hut which will be on Hopes Charity land. It was agreed that 2 bottles of wine should be given to the donor of the shed.
- A survey is planned for Sheeps Course Wood.
- Further to deepening and clearing an existing pond – the banks have been sown with a ‘wildflower pond mix’.
- Coppice work has been proposed for some birch trees on NR Common.
- Work to improve drainage and clear bramble scrub has been undertaken by the Lord of the Manor/Common Reeve at Hardwick Common.

11. Action Planning – to consider PC goals for 2020

A number of ideas were discussed. An example of a parish ‘low carbon’ initiative was noted (including promotion of renewable energy and electric vehicles). It was agreed that North Runcton is a small Parish and any initiative must be manageable in terms of scope and resources (especially voluntary time). There are funds in the bank to be able to consider small projects – and there may be grant opportunities and the potential to borrow money if there was community support. A small discussion group will meet consisting of Cllrs Morrish, Gunn, Palmer, Williams and Stevens to discuss ideas and bring back to the PC next month.

12. Highways – the Council will discuss any Highways issues

Rangers have visited and cleared gulleys in Rectory Lane and cut back the brambles around the bus shelter on the A10. The hedge outside the Rectory has been cut back by the resident.

13. Planning

Applications to consider

a) Any applications to consider

Appeal – 19/02177/O – Friars Bungalow, 32 West Winch Road, West Winch – Proposed new bungalow - APP/V2635/W/20/3256924

Nothing to add

20/01462/F - Extension and loft conversion at Cassiobury 31 The Green North Runcton King's Lynn Norfolk PE33 0RB – No comment

b) Decisions received from BCKLWN

20/01035/F North Runcton Westering 7 Common Lane North Runcton PE33 0RD - Extension to side of existing garage - Application Permitted

20/00403/F – 12 New Road, North Runcton, extension to existing house – Application Permitted

c) Comments made to the BCKLWN – None

Cllr Morrish explained that there is a consultation on the Government's Planning White Paper which closes on Thursday 29 October. The White Paper, along with other proposals including extending permitted development rights and other changes to the current planning system represent a major change in how future development could be planned and permitted. The PC agreed that they should respond and Cllr Morrish will circulate some information for consideration.

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

There is a West Winch Growth Area Stakeholder Group meeting on 20th Oct with representatives from the Borough Council. Terms of reference for this group have been drafted, will report back at the November meeting.

15. Correspondence

Norfolk Association of Local Councils (Norfolk ALC) is becoming a co-operative organisation in order to enable member councils to be more involved and improve its governance. It will allow NALC scope to do things they have been unable to do in the past in terms of dealing with grant bodies and other large organisations. Each Parish Council will be asked to nominate a representative. It will be their role to attend Norfolk ALC meetings and report back to their own council. More information to follow.

16. Finance

a) To review finances to the second quarter ending 30th Sept 2020

NRPC - After the first six months of the financial year the PC has spent £6,757.96 against a full year budget of £16,488. Cllrs agreed that the finances were sound and there were no issues.

Cllrs agreed an increase of 31p per hour to the Clerks salary as per the NJC pay award 20/21 as issued by NALC.

VMP – Expenditure for 20/21 is projected at £9,532, this is offset by income of £17,669. Within the income figure however, is a one off grant from the Borough Council of £10,000 for business interruption due to the Coronavirus pandemic and the carried forward bank balance April 2020 was £2,073. Therefore taking into account these factors the true picture is that income this year is not estimated to meet expenditure. EDF electricity has been chosen as a new supplier and although the tariff is favourable there have been increases in the unit rates. Monthly broadband is also new expenditure item following installation in September.

Item 9 – To review the rent for the Buttercups

Taking into consideration the above, Cllr Stevens proposed that the Buttercups fees are increased by 50p per hour to £6.00 per hour to help cover increased expenditure. It was noted that the Broadband was put in at their request and they had offered to pay for its use in term time. This was seconded by Cllr Gunn and unanimously agreed. Clerk to inform Buttercups of this decision.

b) To hear an update on Cashbook balances - 1st Sept – 30th Sept 2020

	Opening Balance 01/09/20	Less Sept Chqs £	Less DD's £	Add income £	Closing Balance 30/09/20
	£			£	£
NRPC Account	33,670.14	2,473.96	2.40	4.79	31,198.57
VMP Account	11,595.16	665.26	1,935.34	0.00	8,994.56
					40,193.13

The following payments were approved for payment.

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
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From VMP Account

05/10/20	R Curtis	Salary 6 th Sept – 5 th Oct 2020	177.06	0.00
05/10/20	R Curtis	Expenses	10.38	0.00
25/09/20	Mr Brights	Cleaning – 3-30 Sept	194.74	

03/09/20	Derek Friend	PAT Testing	25.00	
			407.18	
<u>From NRPC Account</u>				
05/10/20	R Curtis	Clerks Salary 6 th Sept – 5 th Oct 2020	669.22	0.00
17/09/20	PKF Littlejohn	Audit Fees	360.00	0.00
31/08/20	CGM	Grass Cutting	90.18	0.00
05/10/20	R Morrish	Bulbs	60.00	
05/10/20	R Morrish	Wildflower Seed NR&HCV	102.00	
			1,281.40	

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

- Not applicable

18. Items for future agenda

19. Date of next meeting – 13th October 2020

The meeting closed at 9.20pm.

Signed 10th November 2020