

North Runcton Parish Council

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

Tuesday 10th December 2019 7.45pm

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

In attendance: The Clerk – Rachel Curtis - 3 members of the public, Bor. Cllr Peter Gidney

1. Apologies – Cllr K Longhurst, Cllr L Davies

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

Cllr J Fuller – Item 9

3. County and Borough Councillors Matters

- Bor. Cllr Peter Gidney reported on the following;
 - The Borough Council are working on the regeneration of the High Street and other town centre projects. Details of these will be added to the BC website along with timetables and feedback from stakeholder groups. The PC asked if there is a website manager and Cllr Gidney said he didn't think there was but a new project delivery officer has been put into post. It was noted by the PC that the BC needs to ensure strategies are followed up and actioned.
 - The BC will be taking part in an initiative to plant trees in Norfolk. NCC have pledged to plant 1M trees across the County. Consideration is being given on how many and what kind and where.

4. Public Participation

No matters were raised.

5. To approve the Minutes of the Parish Council Meeting held on 12th November 2019

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 12th November and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

Nothing to report

7. To approve the Councils Disciplinary and Grievance Procedure

The PC agreed for Cllr Gunn to rewrite this and present at the next meeting.

8. To hear reports taken from the SAM2 Vehicle Activated Speed Signs

Cllr Stevens presented his monthly report, with a worrying statistic of a car speeding at 80mph through the village. The Police have attended, triggered by data being sent through from the Speedwatch group. At the moment time frames are limited due to the lack of daylight. It is encouraging to note that vehicle data is being captured accurately.

9. To hear an update on arrangements regarding the SDA and School Lane

Cllr Morrish has been in contact with Anglian Water to discuss work to upgrade the water mains to School Lane and the SDA site. The following was noted;

The PC gave consent for AW to construct an access hole for drilling a mains connection on New Road at the corner of the Green adjacent the bus shelter, the work taking place between 10th – 13th February 2020. The hole will be approximately 3x1m in size and arrangements must be made to pile the soil in a suitable place as to not cause un-necessary mess. Road surfaces will be protected and any damage to the soil/grass will be made good.

Common Rights Holders should be informed and their agreement sought, the liaison for this will be Cllr J Fuller.

Another excavation is to be carried out at the bottom of School Lane, this work will affect residents of School Lane, again liaison is required with Cllr J Fuller who believes he owns some of the grass verge. This work is planned to be done 20th and 21st January.

- Cllr Morrish agreed to report back to AW regarding these decisions.
- On a secondary matter, the PCC plans to obtain a water supply to the church are also planned for February (half term) and there should be little impact to the Green. The PC and rights holders had already agreed to these works.

10. To report on VMP management matters

Work to sand the floor was discussed again, the quote of £1,450 is thought to be quite expensive, however there are a limited number of companies in the area available to carry out this work. Cllr Houchen said he may be able to get a comparative quote and will report to the next meeting. It was agreed to defer this work until the summer 2020, further discussion on price and final agreement of a contractor to be carried out then. However if the floor is allowed to wear too much it was noted it may be more expensive to rectify it.

The Clerk reported that to increase the rebuild insurance cover on the VMP to £650,000 would increase the premium by £83.86 per year. Cllr J Fuller proposed to go ahead with this, seconded by Cllr Gunn and unanimously agreed. Clerk to confirm with the insurance company.

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

- A survey has found that there are 42 different types on fungi in Sheeps Course Wood. A third work day has taken place, trees were planted in support of Natural Tree Week. Some pruning has been carried out on some larger trees.
- A biodiversity survey report has now been prepared for both North Runcion and Sheeps Course commons. A history of the commons has also been prepared. These have been submitted to Norfolk Wildlife Trust and will be presented at an NWT meeting in February. They will also be published on the PC website. Cllr Morrish said they were 'live' documents that would be added to if more information was found.
- Three public talks have now been arranged for the new year and these will be advertised to residents and in the local press.

12. Action Planning – to consider PC goals for 2020

Ideas discussed were;

- The Village Fete – historically this has been held to raise money for the All Saints Church and West Winch Church. This event has not happened for the last 2 years and the PC now has a lot of the wooden games in storage. There is interest in holding this event again and interested parties need to get together to discuss this, it was thought that it might be ambitious to try and hold it in 2020, maybe the year after. Cllr K Fuller to speak to a resident to enquire about a venue.
- Promoting the mobile library – it was felt that this is very much a 'use it or lose it' service and should be promoted and people encouraged to use it – Clerk to update information on the PC website relating to this. It was noted that Buttercups borrow books from there.
- Evening Talks – some are planned for the new year, more suggestions needed for future talks and events at the VMP.
- Consider placing more blue plaques around the village. Eg about the Church; About the former Hall.
- Energy – consider correspondence from Power for People – who promote renewable energy and community purchase of local energy – Clerk to circulate to Councillors.
- VE Day – West Winch has asked if North Runcion would like to join in their celebrations for VE Day in May, Cllr Morrish to contact the organiser to find out more.

13. Highways – the Council will discuss any Highways issues

- Damage to the Twisty Twiney has been reported (due to carrot harvest). More pot holes on the common. Clerk to report.

14. Planning

- a) Any applications to consider

Ground floor rear and first floor side extension, Holly Lodge, 17 Common Lane – Residents should plan and agree contractor vehicles so as not to block the lane – as has been the case for other recent developments. Some concern that total rendering of the house will spoil the appearance.

- b) Decisions received from BCKLWN

None

- c) Comments made to the BCKLWN

None

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

Nothing to report.

16. Correspondence

- BCKLWN – Letter asking for comments by way of a consultation; the Borough Council looking at its Governance Structures.

Clerk to forward to all Councillors, Cllr Stevens to draft a response.

- A Resident requesting that the PC considers creating a book sway area by putting shelving or a cabinet in the bus shelter on the Green.

Cllrs will look to see if there is a suitable place in the shelter to accommodate this and discuss further. It was felt that such a facility would need to be carefully managed so as not to become a dump for unwanted books.

17. Finance

- a) To review the budget position in preparation for the precept setting.

The Clerk presented the budget report; transfer from reserves was less than anticipated due to underspend on some budgets. The transfer amount is currently £3,025. It was noted that the bus shelter on the A10 may need some maintenance work, the risk management group had identified the notice board on the bus shelter on the Green as potentially dangerous when putting notices in. Clerk to add these items into the draft budget for next year and present at the next meeting in order to agree the precept.

b) Personnel

The PC agreed to support the Personnel committees' recommendation to increase the Clerks salary to SCP13 with effect from 6th January 2020.

- c) **To hear an update on Cashbook balances - 1st Nov – 30th Nov 2019**

	Opening Balance 01/11/19	Less Aug/ Sept Chqs	Less DD's	Add income	Closing Balance 30/01/19
NRPC Account	33,513.89	18,371.89	2.40	10,000.00	25,139.60
VMP Account	1,145.69	782.40	462.41	754.00	654.88
					25,794.48

- d) The following payments were considered for approval;

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

From VMP Account

10/12/19	R Curtis	Salary 6 th Nov – 5 th Dec 2019	143.00	0.00
10/12/191	R Curtis	Hall Cleaning – 06/11, 12/11, 20/11, 27/11, 03/12	110.00	0.00
2/11/19	R Curtis	VMP Expenses	11.45	0.00

264.45

From NRPC Account

18/11/19	NWPC	Training Cost Split 50/50	24.00	0.00
30/11/19	JL Stevens	Mesh Fencing – NR&HCV	30.00	0.00
05/12/19	R Curtis	Clerks Salary 6 th Nov – 5 th Dec 19	544.33	0.00
10/12/19	R Curtis	Expenses	80.12	0.00
28/11/19	CGM	Slitting the Green	25.02	0.00
			703.47	

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

Nothing to report.

17. Items for future agenda

- Precept setting
- Develop Action Plan
- January – Review Buttercups fees
- Consider Grievance and Disciplinary Procedure

18. Date of next meeting – Tuesday 14th January

Future meeting dates – 11th February 2020, 10th March 2020

The meeting closed at 9.40pm

Signed 14th January 2020