

NORTH RUNCTON PARISH COUNCIL

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

Tuesday 10th February 2015 7.45pm

Present: Cllr Richard Morrish (Chairman), Cllr Ann Towler (Vice-Chair), Cllr Richard Markham, Cllr Kerry Fuller, Cllr Paul Yallop, Cllr Barry Houchen, Cllr Jeremy Fuller, Bor. Cllr June Leamon, Cllr Paul Foster

8 members of the public were also present

1. Apologies for absence

Cllr Gill Sergeant, County Cllr. Toby Coke

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

Item 8. Cllr Jeremy Fuller

3. County and Borough Councillors Matters, PCSO's Report

Bor. Cllr Leamon reported the following;

- King's Lynn Treasures are being temporarily transferred to the Norfolk Record Office ready for work on a new multi-media and purpose built archive space to begin at the Town Hall.
- The King's Lynn Mart will officially open on Saturday 14th February.
- Bor. Cllr Toby Coke, as chairman of the Environment, Development and Transport Committee at Norfolk County Council is not in favour of proposed developments within the Borough and supports that there is no road strategy and structure in place for the proposed development.

Bor. Cllr Paul Foster reported the following;

- Cllr Foster will be attending a meeting at the Borough Council this week and asking what the cumulative impact on the area of proposed redevelopments, namely Lynnsport and in particular whether there is the infrastructure there to sustain development.

4. Public Participation – all members of the public welcome – 15 minute session

- The manhole cover outside 3 Common Lane is a hazard to motorists. Clerk to report to Highways.
- A caravan is parked in woodland along School Road and appears to have someone living in it. Clerk to report to Borough Council.
- Rubbish has been dumped half way along the Twisty Twinney. Clerk to report to Borough Council.

5. To approve the Minutes of the Parish Council Meeting held on 13th January 2015

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 13th January meeting and subsequently any matters arising that have been actioned not on the agenda for this meeting

· **PCSO 50/50 funding**

The cost to the Parish Council would be around £16,000 per year to have a dedicated PCSO in the Parish, it was decided that the Council would not pursue this further due to the cost

· **Phone Box on New Road**

BT have mended the pane of glass and the light bulb had been working, however it is now off again. Clerk to report again to BT.

· **CPRE Light Pollution Questionnaire**

Completed and sent

· **Councillor Vacancy**

Position remains vacant for the Hardwick Ward, despite a Parishioner showing interest, Clerk to follow up.

· **War Memorial**

The end of term form for the funding received has been completed.

7. Parish Council Elections – 7th May 2015

The Clerk informed the Council of the nomination process and timetable. The nomination period is Monday 16th March – 4pm on Thursday 9th April. The nomination form was discussed and the Clerk

will seek guidance from the Borough Council regarding queries relating to the fact North Runcton is a Warded Parish.

8. Progress Regarding the following proposed redevelopments

Runcton Hall Stables

Work to agree an easement along School Lane with the Seventh Day Adventist Church continues. Norfolk County Council are happy that the required modifications to be made to the junction onto New Road only affects Highways land and no alterations to common land are required. It was decided that to agree an easement, both the Seventh Day Adventists and the Parish Council employ a surveyor to make a valuation and a sum agreed between the two. If an agreement cannot be reached then a 3rd party will be employed. The Seventh Day Adventists will bear the cost of this work. The Parish Council agreed that its surveyor should be a company without links to the Village to act on its behalf to be completely impartial. A firm called Carter Jonas were suggested and Cllr Morrish will contact them asap.

Church Farm

Pegasus Group held a public exhibition at the Village Meeting Place on Saturday 24th January on behalf of First CTC Farming Partnership, asking for comments from the community. Cllr Morrish will draft a response from the Parish Council incorporating Parishioners views. An outline planning application is expected in 6-12 months.

9. Coffee Morning for Parishioners to discuss comments on the Site Allocations and Development Management Policies Pre-Submission Document

The Parish Council held a coffee morning for the above on the 7th February, about 30 members of the public attended. Cllr Morrish explained the relevance of this document to the Core Strategy and Neighbourhood Plan and reiterated the importance of making comments on this document to the Borough Council. Cllr Markham thanked Cllr Morrish for the work he put into this event and putting the message across well. Cllr Morrish has drafted responses to the document and sent to Parish Councillors for comment. Deadline for sending comments to the Borough Council is Monday 23rd February.

Bor. Cllrs Leamon and Foster, reported that they had raised concerns with the Borough Council that the method for posting comments online wasn't very user friendly.

10. The Annual Review of the Effectiveness of Internal Control and The Annual Review of the Effectiveness of Internal Audit

The Council agreed to adopt both these policies.

11. Grounds Maintenance

Proposed by Cllr Morrish and Seconded by Cllr Markham, the Council agreed to renew the contract with Country Grounds Maintenance, being the cheapest of the 3 quotes considered.

12. Readership of the Parish Council Minutes

Cllr Markham raised the point that both Middleton and East Winch Parish Council Minutes are included in the Parish Newsletter and not North Runcton's. The Clerk will ask for a piece to be included in the next edition asking if anyone would like a paper copy of the minutes posted to them to contact her.

13. Highways

There is still an ongoing issue with the manhole cover on Constitution Hill. The Clerk, Cllr Sergeant and Cllr Markham have all reported it and will monitor progress. It has been ascertained that the manhole cover belongs to BT.

Cllr Houchen reported there were ruts in the road leading off the Hardwick roundabout towards Hardwick Narrows opposite the Ramada Hotel. Clerk to report to Highways.

Cllr Yallop reported on a recent SNAP meeting he attended, villages in the area all appear to have similar problems in terms of speeding and motorists 'rat running'. The missing Highways sign on the A47 was reported at the meeting, awaiting to hear the outcome.

14. Planning

- a) Applications to consider - None
- b) Decisions Received from BCKLWN - None
- c) Comments made to BCKLWN - None

Cllr Morrish will enquire as to the progress of the extension on the outline application by Hopkins Homes, which is due to expire before the March meeting.

15. Neighbourhood Plan Update

Cllr Morrish gave an update – The independent examiner has looked at the draft Neighbourhood Plan, and comments have been received. LDF planning officers will help write policies and more work is to be done to produce another draft in Spring 2015 at which point it will be open to public consultation.

16. Correspondence

BCKLWN – CIL Letter

Cllr Morrish spoke about the previously circulated correspondence detailing how the Community Infrastructure Levy allows local authorities in England and Wales to raise funds from developers undertaking new building projects. In January 2013 consultation took place with the development industry and other interested parties to produce the Viability Assessment, from which the Borough Council has now drawn up a Preliminary Draft Charging Schedule outlining the possible rates of CIL that could be applied to the Borough. Cllr Morrish urged Councillors to look at the document online www.west-norfolk.gov.uk/default.aspx?page=26981 and view pages 119 – 130, comments to be submitted to the Borough Council by 27th February 2015.

17. Finance

- a) The Council agreed the appointment of Chris Reeks as internal auditor.
- b) The Council agreed to make the following payments.

£

From VMP Account

A F & D Bowman	Thermostatic mixing valves and labour	237.60
Rick Morrish	Brackets, Boards Coverings and Padlock	39.56
Rachel Curtis	Toilet Rolls	7.00
		<hr/> 284.16

From NRPC Account

BCKLWN	Leaflets for Development Document	33.66
Mrs R Curtis	14 th January – 10 th February Clerk Salary	320.30
Mrs R Curtis	Postage	7.44
Mrs R Curtis	Refreshments for Coffee Morning	11.26
		<hr/> 372.66

The Council agreed subject to spend against budget for the year to make a payment of £350 to the Clerk for hours worked over and above those contracted between May and November 2014.

18. Items for next meeting agenda

None

The Chairman asked if the public had any comments about what they'd heard at the meeting. No comments

19. Date of next meeting – Tuesday 10th March 2015

(Future meeting dates – Tuesday 14th April 2015; Tuesday 12th May 2015; Tuesday 9th June 2015)

The meeting closed at 9.20pm

Signed

10th March 2015