

# North Runcton Parish Council

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

Tuesday 10<sup>th</sup> March 2020 7.45pm

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

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

At the start of the meeting Cllr Morrish and the Clerk said that the Norfolk Association of Local Councils had issued a briefing note regarding the Coronavirus. At present there is no advice to cancel meetings and business should carry on as normal. Councillors were made aware that there could be an impact to the PC if the Government discourages public assemblies. Income from the VMP would cease if groups were not allowed to meet and some PC decisions may have to be taken without public meetings. The PC will continue to monitor the situation and work within any parameters set.

**1. Apologies - None**

**2. Declaration of Interest / Dispensation in items on the Agenda - None**

**3. County and Borough Councillors Matters**

Cllr Nash reported on the following;

- There is some concern over the inconsistency of information being given by the Borough regarding the West Winch Relief Road at a recent meeting with representative from NRPC and West Winch Parish Council. The PCs are still awaiting a 'terms of reference' document for a proposed stakeholder group.
- Several Councillors are interested in visiting the recycling plant a Costessy, near Norwich – a trip which has been organised by Cllr Nash, possible dates are June and October.

Cllr Gidney reported on the following:

- He supports the idea put forward by the PC suggesting a project manager was needed to coordinate the West Winch Growth Area project – especially when there might be several developments happening concurrently. It would be important for the PCs to be involved in monitoring the development.
- There has been a prosecution for flytipping and fine of £1,700. It is hoped this will act as a deterrent for others.
  - A Councillor asked what is happening with the town Library as there are rumoured plans to shut it and move to a Hub in town, possibly using the former Argos building. The PC is concerned at the potential loss of an important and historic town asset.

**4. To co-opt a new Councillor**

Karen Williams had written to the Clerk expressing an interest to join the PC. She addressed the meeting and said she had lived in the village for over 20 years and felt passionate about village life and was keen to get involved in the community. Councillors did not have any questions for Karen and Cllr Morrish proposed to co-opt her and this was seconded by Cllr Gunn and unanimously agreed.

**5. Public Participation**

- There is a tree stump opposite the campsite which is overgrown with ivy and starting to encroach on the road, Cllr Morrish will speak to Ann Towler as it is on her land.
- Concern about speeding in the village, Cllr Stevens said that feedback from the speed watch group and data from the VAS indicated that speeds are decreasing.

**6. To approve the Minutes of the Parish Council Meeting held on 11<sup>th</sup> February 2020**

The Council approved the minutes and the Chairman duly signed.

- 7. Clerks Report on any matters arising from the minutes of 11<sup>th</sup> February and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**
- The Clerk met with the new Highways manager, Jason Moore, in the village and highlighted the outstanding areas which were not finished on Cedar Grove and the state of the road surface of the Twisty Twiney. Potholes should continue to be reported via the Norfolk County Council website. Jason will do a boundary search on the bus shelter on the A10 to see where NCC responsibility lies in terms of clearing and cleaning around it.
  - Cllr Longhurst said progress is being made on the bookcase structure for the bus shelter on the green. The glass will have a covering to reinforce it and due to the weight of the books, there will be supports underneath to take the strain away from the wall fixings.
- 8. To hear reports taken from the SAM2 Vehicle Activated Speed Signs**  
There are no reports as the sign has been at Westcotec for repair.
- 9. To hear an update on arrangements regarding the SDA and School Lane**
- The Anglian Water work to be carried out at the end of School Lane nearest the SDA site will take place in April and then the section of road from there to the corner of the VMP will be resurfaced. (This arrangement is in relation to the section of School Lane beyond that owned by NRPC).
  - The PC have been in contact with the SDA to work towards having a written agreement that School Lane will not be used for future access. It is felt this is essential so that it can be referenced in future. The SDA have agreed that this will be possible and have advised that their solicitor is informed.
  - It is understood that currently 21 cabins and the clubhouse are at or near completion and are planned to open in May. Cllr Longhurst said that he understood the SDA were proposing a planning application to change a planning condition so that residents of the village might be able to use their facilities. The PC has not been officially advised of this.
  - It is still understood that the PC will be invited to visit the site prior to it opening. Arrangements for this are to be confirmed.
- 10. To report on VMP management matters**
- An engineer from AMR visited the Hall to look at the heaters as Buttercups were reporting a lack of heat. The filters had accumulated a lot of dust which when cleared, the heaters operated at full capacity. Comparisons with electricity consumption for last year show a decrease in units used, the bill for 15<sup>th</sup> Jan – 11<sup>th</sup> Feb is £155.45 (excl VAT), compared to a monthly DD payment last year of £447. The PC agreed that this was a very encouraging energy saving.
- 11. To hear an update on the Wildlife in Common project**
- There has been an encouraging response for volunteers to record bird numbers. Anybody else interested in assisting the survey should contact the PC.
  - The winter talks have been interesting well received and the last one currently planned will take place 19<sup>th</sup> March (pending advice about public meetings).
  - Planting work has taken place in Sheeps Course Wood and there are some spare plants that will be set at the Hardwick Common.
  - A resident had sent a letter of thanks to Councillors and volunteers for their work on Sheeps Course Wood, she suggested that an additional dog bin close to the entrance of Illington Lane might improve the environment. Councillors discussed this and felt that four bins in a parish with less than 300 households was sufficient. Dog owners should be encouraged to take home waste and not to expect the wider community to manage it.
- 12. Action Planning – to consider PC goals for 2020**  
The VE Centenary Tea was being planned for May – pending advice about public meetings.
- 13. Highways – the Council will discuss any Highways issues**  
Nothing to report.
- 14. Planning**
- a) Any applications to consider - None

b) Decisions received from BCKLWN -  
19/02177/O – Friars Bungalow, 32 West Winch Road, West Winch, Kings Lynn, PE33 0ND –  
 Outline application: Proposed new bungalow – Application Refused

c) Comments made to the BCKLWN  
None

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

Matters relating to the Relief Road were discussed in Borough Councillors report – see item 3.

**16. Correspondence**

A neighbour of the VMP complained about the volume of a band practice session at the Hall on a Saturday afternoon recently around 4.00pm. Reference was made to previous complaints about another band who used the Hall and later decided to leave. The Clerk read out from the minutes of July 2018 that she ‘discusses the purpose of hire with anyone enquiring to use the Hall and the PC agreed it would consider any future weekly hire on a case by case basis’. This present hirer (a duo) has been using the Hall since November 2016 and no complaints have been made in that time. The hirer uses the Hall less than once a month and does not hire beyond 5pm. The PC agreed that this was not unreasonable and is happy for the hire to continue.

**17. Finance**

**a) To hear an update on Cashbook balances - 1<sup>st</sup> Jan – 31<sup>st</sup> Jan 2020**

	<b>Opening Balance</b>	<b>Less Dec</b>	<b>Less DD's</b>	<b>Add income</b>	<b>Closing Balance</b>
	<b>01/02/20</b>	<b>Chqs</b>			<b>29/02/20</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
NRPC Account	23,899.27	687.77	2.40	0.00	<b>23,209.10</b>
VMP Account	3,675.31	594.88	15.86	1,148.79	<b>4,213.36</b>
					<b>27,422.46</b>

The following payments were considered for approval;

<b>Date</b>	<b>Supplier</b>	<b>Description of Service</b>	<b>Amount on Invoice</b>	<b>VAT element - non recoverable</b>
			<b>£</b>	<b>£</b>
<b><u>From VMP Account</u></b>				
05/03/20	R Curtis	Salary 6 <sup>th</sup> Feb 20 – 5 <sup>th</sup> March 2020	148.85	0.00
05/03/20	R Curtis	Hall Cleaning – 11/02, 17/02, 27/02, 04/03	91.60	0.00
11/02/20	R Curtis	VMP Expenses	24.74	0.00
26/02/20	Steward Safety Suppliers	Annual Fire Extinguisher Check	43.80	0.00
10/03/20	R Morrish	Door lock for VMP	4.79	0.00
			<b>313.78</b>	
<b><u>From NRPC Account</u></b>				
26/02/20	KL Signs	Notice board display case and signs	318.96	0.00
11/02/20	BCKLWN	Annual dog bin disposal	277.06	0.00

05/03/20	R Curtis	Clerks Salary 6 <sup>th</sup> Feb 20 – 5 <sup>th</sup> March 2020	565.78	0.00
10/03/20	R Curtis	Expenses	18.14	
			<b>1,179.94</b>	

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

- There are 4 dog bins in the village and agrees with the PC's decision that there are enough.

**18. Items for future agenda**

Nothing at present.

19. **Date of next meeting** – Tuesday 7<sup>th</sup> April,  
 Future meeting dates – 12<sup>th</sup> May 2020, AGM

The meeting closed at 9.25pm.

Signed ..... 7<sup>th</sup> April 2020