

NORTH RUNCTON PARISH COUNCIL

Minutes of the North Runcton Annual Meeting of the Parish Council which followed the Annual Parish Council Meeting held at the Village Meeting Place on Tuesday 13th May 2014 and started at 8.25pm.

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

13 members of the public were also present

1. Election of Chairman

Cllr June Leamon announced she wished to stand down as Chairman and tendered her resignation as a member of the Parish Council. The Clerk asked the Councillors to nominate a new Chairman, Cllr Morrish was nominated by Cllr Markham, Cllr Towler seconded and the vote was unanimous. Cllr Morrish signed the Declaration of Acceptance of Office and proceeded to Chair the remainder of the meeting and thanked Cllr Leamon for her long service. Cllr F Leamon also tendered her resignation.

2. Election of Vice Chairman

Cllr Towler was proposed for this position by Cllr Fuller, Cllr Houchen seconded and the vote was unanimous. Cllr Towler signed the Declaration of Acceptance of Office.

3. Election of Committees

This item was moved to discuss at item 11.

4. Apologies for absence

None

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

None

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

Nothing to report.

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

Concern was raised about cars speeding along the road near the VMP, clearly exceeding the 30mph speed limit. It was suggested that if a number plate can be identified to report it to the police.

Pre-booked taxis are waiting outside the Blacksmiths Cottages up to 3 times a day and leaving their engines running. It was suggested that residents should direct any complaints direct to the taxi firm.

The speed limit in Rectory Lane is currently 40mph and it is felt that it should be reduced to 30mph, there are 3-4 incidents a year along this piece of road. Clerk to report the matter to Highways.

Cattle are now grazing on the Common Land, it is cause for concern that people are not shutting the gate when using the road.

There have been suspicious visitors to the village noted after dark. Had been reported to police – but no action taken. Clerk will contact PCSO's.

Some replacement trees (Planning condition for 5 new houses by PCD builders in New Road) appear to have not been planted. Clerk to follow up with Borough Planning.

The Common Reeve has been approached about a proposed party with a bouncy castle on the village Green. He has no objection. As the Green is owned and insured by NRPC, the Council will need to consider a risk assessment and insurance implications.

8. To approve the Minutes of the Parish Council Meeting held on 8th April 2014

Agreed and signed by Cllr Morrish.

9. To report only on any Matters Arising from the Minutes

Toad crossing signs on the common had been suggested. Cllr Morrish reported that to get the NCC to provide signs a migration route would need to be recorded. Clerk to follow up with Chairman.

10. To co-opt new Councillors

Having registered their interest in writing to the Clerk, the following people addressed the meeting stating why they want to become a Councillor and a brief summary of their skills and experience.

Mike Laing – lived in the village a short while. Career background in engineering, landscape contracting and education. Would like to preserve the Village community. Cllr Morrish proposed and Cllr Towler seconded and the vote was unanimous for Mr Laing to become a Councillor.

Paul Yallop – local businessman. Lived in the Borough for over 60 years, attended North Runcton parish council meetings for over 30 years. Interested in planning issues. Cllr Morrish proposed and Cllr Markham seconded and the vote was unanimous for Mr Yallop to become a Councillor.

With the resignation of Cllr J Leamon and Cllr F Leamon the Parish still has 2 vacancies, Clerk to inform the Borough.

11. To discuss and approve new Standing Orders for the PC

Cllr Morrish went through the standing orders and it was agreed that he would make the amendments noted with the Clerk. With relevance to item 3 of the agenda, it was proposed by Cllr Morrish that the Council should have just one permanent Committee – the Personnel Committee. It should be made up of the Chairman, Vice Chairman and Cllr Houchen. Cllr Markham seconded and it was voted for unanimously.

12. Update on War Memorial restoration

Cllr Markham confirmed that the tree work had been completed. Funding agreement has been received from Norfolk Community Foundation, Clerk to return acceptance of the grant. Cllr Morrish thanked war memorial committee on behalf of NRPC. Next is to employ a stone mason to clean, re-engrave and re-cut lettering. Clerk to enquire as to whether the VAT reclaimed on this invoice can be allocated specifically for the cleaning of the memorial in the future.

13. Update on Risk Assessments of Council assets and action to be taken on any findings

Cllr Morrish went through the risk assessment carried out by CES, Ian Mason to meet with Cllr Morrish, Cllr Towler, Cllr Markham and Cllr Houchen later this month. Issues already raised from the survey include; Electrical and PAT tests for the VMP, quotes to be obtained; A structural assessment of the bus shelter on the A10 required – quotes to be obtained; The ground directly around the bench on the green to be filled to remove trip hazard – completed; The notice boards and road maintenance on the Green to be reviewed.

14. To consider quotes for insurance and agree preferred insurer for year commencing 1st June 2014

Three quotes were considered, Cllr Morrish proposed and Cllr Markham seconded to accept AON's 3 year long term agreement being £251.19 cheaper than the current provider per annum, which The Council voted unanimously in favour.

15. To agree answers to questions in Section 2 – Annual Governance Statement 2013/14 of the Audit Commission annual return (External Audit)

The questions were discussed; and it was agreed to answer 'no' to two out of the nine questions. Cllr Morrish to send explanations to the Auditors to accompany the document setting out that the Council are currently reviewing standing orders and financial regulations.

16. Highways – the Council will discuss any Highways issues

2 drains near the A47 have been previously reported as blocked – still blocked; Surface of New Road continues to deteriorate. Clerk to contact Highways.

17. To consider purchasing two new dog bins

As there is an increasing amount of dog waste being left in the village, the location, cost and value for money of having more bins had been previously discussed. It was included in the annual budget plan for this year. After further discussion it was decided that the clerk to confirm cost of bin, fixings, fitting, licence (if applicable) and emptying for further discussion. Also the possibility of ‘mail shots’ being delivered around the village in a bid to educate and encourage people to use the bins already provided.

18. Finance

The following payments were considered for approval

		£
<i>D Yeomans</i>	Reduction and treatment of trees in churchyard. (From monies raised for war memorial)	1,100.00
<i>CGM Landscapes</i>	Grounds Maintenance in April	67.27
<i>CES</i>	Site inspections for Risk Assessments	690.00
<i>BCKLWN</i>	Collection of Dog Bins 1/4/13-31/3/14	156.00
	TOTAL	2,013.27

All the above items of expenditure were agreed to be paid.

In light of the change of Chairman and Cllr J Leamon’s resignation, it was necessary to decide upon new signatories for the bank account. Cllr Morrish to become a signatory – Cllr Markham proposed, seconded by Cllr Towler. Cllr Houchen to become a signatory – Cllr Morrish proposed, seconded by Cllr Markham.

19. Items for report or future agenda only

- To discuss press and media policy from the Standing Orders
- To discuss the purchase of Dog Bins
- To Approve Contractor for PAT testing

20. Date of next meeting – 10th June 2014

The meeting closed at 10.20pm

Signed

10th June 2014