North Runcton Parish Council

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

Tuesday 8th March 2016 7.45pm

**Present:** Cllr Rick Morrish (Chair), Cllr Kerry Fuller, Cllr Ann Towler, Cllr Paul Yallop, Cllr Jeremy Fuller, Cllr John Sherry, Cllr Gill Sergeant, Cllr Amanda Dobbing

9 members of the public were also present

An audio recording of the meeting was made by a resident.

1. **Apologies for absence**

Cllr Barry Houchen

1. **Declaration of Interest / Dispensation in items on the Agenda**

None

1. **Presentation by Middleton Aggregates Ltd, regarding Land off Setch Road, Proposed Replacement Clay Pit**

Stephen Daw and Peter Lemon gave a presentation in the form of a community liaison statement, location plan, working scheme and restoration scheme. For 15 years the company have been extracting clay from land to the east of the proposed replacement site, however this pit is nearing exhaustion and the company are keen to find a replacement for the current pit. The proposed site is approximately 8.2 acres of land to the west of North Runcton Common. In developing the site the pit would be worked in a series of 4 phases in a general south to north direction, lasting approximately 13.7 years. Measures will be taken to screen the area, and all HGVs will turn right when leaving the site and travel along Setch Road directly to the junction of the A10 at Setchey. All HGV’s travelling from the A10 to the site will use the same route. Consultation with Highways has resulted in a number of road improvement measures being proposed including the formation of a new surfaced site access onto Setch Road with suitable visibility splays, the creation of a new passing place on Setch Road to improve the width of the road at a bend and so enable two vehicles to pass comfortably. Planned improvements to the junction of Setch Road and the A10 include warning signage and ladder hatching on the A10 itself. Once extraction has been completed, the bank margins will be sculptured and allowed to fill with water to form a lake. Cllrs asked questions on a number of matters raised. The Parish Council will respond to the presentation with written comments. It was established that the planning application would be made in coming months.

1. **County and Borough Councillors Matters, PCSO’s Report**

Cllr Anota and Cllr Gidney did not attend the meeting

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

Comments and questions from the public were as follows;

* Work has been done on the Twisty Twiney, however it is thought that the work has not been completed to solve the problem of flooding – Clerk to follow up with Highways.
* The red light on the Hardwick roundabout coming out of the slip road from the A47 is not working – Clerk to report.
* The streetlight on the southwest corner of the Hardwick roundabout in between the Ramada hotel and Hardwick Industrial Estate has been damaged – Clerk to report
* Mr Longhurst presented plans for gates and planters he is proposing for Church Green. Clerk to write to ask for written confirmation of the following, i) Position – conformation from Highways that proposed position of the planters is acceptable. ii) Maintenance – an undertaking that the planters will be constructed, maintained annually and repaired if damage occurs. iii) Insurance – confirmation of insurance cover. iv) Grounds maintenance – confirmation the area surrounding the planters is kept tidy.
* It was noted that several vehicles are parking on the area of green outside 5 Common Lane and causing damage to the grass.
* Cllr Morrish had received a complaint about dog mess in the Parish and read out a statement from the Police website stating it is up to individuals to report to police if they see owners allowing their dogs to foul and not clear it up. He also stated again to be vigilant when driving past the ponds on the common for toads on the roads at night.

1. **To approve the Minutes of the Parish Council Meeting held on 9th February 2016.**

The Council approved the minutes and the Chairman duly signed.

1. **Clerks Report on any matters arising from the minutes of 12th January 2016 and subsequently any matters arising that have been actioned not on the agenda for this meeting**

* **Transparency Code** – The PC has been successful in their application for grant funding to work towards compliance with the code, £752.17.
* **Buttercups** – The pre-school has been successful in their bid for a grant of £5,000 towards upgrading the outdoor space and replacing indoor equipment.
* **Queen’s Birthday Celebrations –** Application has been submitted outlining a traditional tea party style event with community involvement, with activities for children with a patriotic theme. It was stated on the application that parishioners suggested marking the occasion with a permanent feature and a third of the grant money could be put towards this.

1. **The Council will consider proposals from the SDA Easement Ballot Sub Committee**
2. **Mechanism of holding a ballot**

The Clerk outlined the way in which the ballot would be run, letters to be sent out to every elector containing the ballot question and inviting them to vote on 2nd April 2016 at the VMP. The Council agreed to this mechanism.

1. **Letter to inform parishioners of the ballot**

The proposed question - ‘Should the Parish Council grant the Seventh Day Adventists (or future owners) vehicular and pedestrian rights of way over a section of School Lane?’ There was some discussion over the use of the word ‘pedestrian’. The council agreed to the question pending confirmation of inclusion or otherwise of ‘pedestrian’.

Cllr Sherry gave some background to the sub-committee discussions which came to the proposal that no information should be sent out to parishioners to accompany the question. However, after further discussion the Council agreed that supporting information should be sent out to Parishioners. Clerk to draft some bullet points for discussion at next meeting, containing only factual information; e.g. what is in the easement and a map illustrating the relevant section of road.

1. **Date of the ballot – 2nd April 2016**

It was suggested to postpone until the following Saturday – 9th April.

In order to agree the wording for accompanying information and to confirm the date for holding the ballot it was agreed to hold an Extraordinary General Meeting on Monday 14th March at 7.45pm at the Village Meeting Place.

1. **To set a date for the Annual Parish (Residents) Meeting**

It was agreed the meeting will be held on Tuesday 17th May 2016 at 7.45 at the VMP.

1. **Planning**

Applications to consider – 16/00333/F – Single Storey lean to extension, 5 Common Lane, North Runcton - No objections

Decisions received from BCKLWN – 15/01947/CU – Wood Cottage, North Runcton – Application Permitted

Comments made to the Borough Council – None

1. **Neighbourhood Plan Update**

Work is ongoing to finalise the document. A meeting was held with BCKLWN LDF officers to discuss proposed revisions. Further input is required from the planning adviser and Cllr Morrish is requesting a revision to the grant allocation to cover her additional fees.

1. **The Clerk read out the correspondence list as follows;**

|  |  |  |  |
| --- | --- | --- | --- |
| A | 17th February 2016 | Norfolk Non-native Species Initiative | A call for data asking for records on non-native species.  Reported a clump of Japanese knotweed, east side of Hardwick roundabout near junction of A149. |
| B | 22nd February 2016 | Norfolk County Council | 2016/17 Budget – The County Council’s share of the council tax increases by 3.99 per cent – around 88p each week for a Band D property. |
|  |  |  |  |
|  |  |  |  |

1. **Finance**
2. **The Council agreed to make the following payments;**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Supplier** | **Description of Service** | **Amount on Invoice** | **VAT element - non recoverable** |
| ***From VMP Account*** | |  | **£** | **£** |
| 27/01/16  11/02/16  15/02/16  16/0/15 | Steward Safety Supplies  Mr Brights  OJS Electrical  R Curtis | Annual Fire Extinguisher Service  Cleaning 7th Dec – 1st Jan  Emergency Lighting System Check  Toilet Rolls for VMP | 99.12  124.80  84.00  5.00 |  |
|  | |  | **312.92** |  |
| ***From NRPC Account*** | |  | |  |
| 16/02/16  02/03/16  08/03/16 | BCKLWN  L Cantera  Mrs R Curtis | Dog Waste Disposal  Councillor Training Session  Clerk Salary, 10th February 2016 – 8th March 2016 | 241.49  300.00  331.22 | 0.00  0.00 |
| 08/03/16 | Mrs R Curtis | Stamps and coffee morning refreshments | 25.63 | 0.00 |
|  | |  | **898.34** |  |

1. **Items for next meeting agenda**

* Planters
* Queens Birthday Celebrations

1. **Date of next meeting – EGM – Monday 14th March 2016, Monthly meeting 12th April 2016**

(Future meeting dates – 10th May, 17th May – Annual Parish (Residents), Meeting, 14th June 2016)

The meeting closed at 9.45pm

Signed ……………………………………………………………………… 12th April 2016