

North Runcton Parish Council

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

Tuesday 11th April 2017 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Kerry Fuller, Cllr Ann Towler, Cllr Paul Yallop, Cllr Amanda Dobbing, Cllr Lee Stevens, Cllr John Sherry, Cllr Jeremy Fuller, Cllr Barry Houchen

13 members of the public were also present

1. Apologies for absence

Bor. Cllr Bal Anota

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

None

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

- It was noted that Toby Coke has resigned from UKIP and will not stand for the position of County Councillor in May.

Peter Gidney reported on the following:

- The Borough Council is working on the Infrastructure Delivery Plan for new development in the 'West Winch' strategic growth area, Alan Gomm has advised information will be released in July.
- There are proposals for regeneration projects along the waterfront in King's Lynn. The Regeneration and Development Panel at the Borough Council is currently looking at traffic issues. At present the traffic flow is programmed by the control of traffic lights from Norwich. There was some discussion with members of the public regarding the possibility of a park and ride in King's Lynn. Cllr Gidney noted a previous trial hadn't been a success. He said that car sharing could be encouraged; the problem should not be creating better ways of managing traffic and accommodating more cars, but to encourage fewer cars on the road.
- There is a useful search engine on the Borough Council website 'Events 2016' which showcases all the varied events held in Lynn in the last year.
- After a recent incident involving a police chase through the village that resulted in Common Lane residents losing their phone and internet service, and Openreach reporting £10k worth of infrastructure damage, Cllr Morrish questioned whether it was appropriate for the Police to engage in high speed pursuits on narrow country lanes.

4. Public Participation – all members of the public welcome – 10 minute session

- Builders appear to be proceeding with works at the SDA site. Nearby resident's requested a meeting with representatives of the SDA, who have visited the site and spoken with them.
- Residents suggested that signage which states that School Road is a private road would be beneficial – to be discussed in item 8.
- There is an event to raise money for the Church renovation on 15th April, a yard sale around the village, and 'Sponsor a tile' sale. The PCC have agreed to donate 50% of the profit from refreshments sold in the VMP to the Parish Council.
- There was a plea from a resident asking for volunteers to take elderly people shopping, Mr Baker volunteered and asked to be put in touch with Mrs Clough.
- The resident at *House on the Green* said that since the posts have been put in place on the triangle of land behind the bus shelter, vehicles are over-running the Parish Council owned grass verge outside her house. She requested permission to put small posts along the verge to prevent this and the Parish Council agreed. The Common Reeve (Cllr J Fuller) also agreed to this.

5. To approve the Minutes of the Parish Council Meeting held on 14th March 2017.

The Council approved the minutes, and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 14th March 2017 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting.

- **Phone Box** - The Art Group have kindly volunteered to help curate/maintain this as an exhibition space. The Parish Council will organise for appropriate notice/display cabinets to be put in place. Cllr Yallop agreed to help to sponsor the box and also donate some historical displays for inclusion. Cllr Dobbing said that a member of the PCC is working to include North Runcton on a recognised tourist trail.
- **Manor Farm Update** – There is still areas of pile smouldering, which means no site walkover can be carried out by BCKLWN Environmental Health staff. Dust deposit gauges have been installed to monitor dust emissions from the site.
- **Parish Partnership Bid** – Confirmation has been received from Norfolk County Council for the 50% funding towards the SAM2 signs. Clerk will proceed with completing the paperwork and contacting Westcotec to order signs and commence work.

7. To hear an update on the project work for the Village Meeting Place Planning application and work on contractor quotes

- The planning application has been approved.
- There may be an additional cost for a required CDM third party agent.
- There should be a cost saving on that estimated for the work by UK Power and Scottish Power to move the electric cable and installation of a new meter.
- The construction work is planned to be completed in an 8 week period during the summer holidays, this timeframe will ensure that Buttercups only need to find temporary accommodation for 2 weeks in September.
- Cllr Morrish will meet with Cllr K Fuller and Cllr Houchen to look through the plans with the aim of getting tender documents together for contractor quotes asap.

Mechanism of a loan application

- Applications take the DCLG six weeks to consider from submission.
- The amount of the loan can be reduced without further application; however the DCLG needs to be notified.
- Fees would apply to an early payback of the loan; however these would be calculated on a case by case basis.

Fundraising Progress

- Greenyard Frozen Ltd have kindly donated a substantial sum towards our fundraising total. The Parish Council wishes to thank them for their generosity. A press event is proposed.

Cllr Dobbing noted that Tesco have a community scheme which offers help for projects, such as garden planters etc.

8. To discuss the increased traffic movements on School Road

- After some discussion on the recent building work commencing on the site acquired by the SDA, the Council agreed to send a letter via its solicitor to the SDA to clarify that consent for access had not been agreed.
- The Parish Council agreed to put reflectors on the three new posts on Church Green, Cllr Stevens volunteered to do this.
- After some discussion Cllr Sherry proposed that signs are put onto the newly erected posts on the triangle of land behind the bus shelter indicating it is a private road, this was seconded by Cllr Stevens and the majority agreed. These will be located on the two posts visible from New Road, Cllr Stevens volunteered to do this also.

9. To discuss the availability of the Parish Council's Insurance document

In order to show greater transparency the Parish Council agreed for the Clerk to post the insurance policy on the website. The Clerk had already contacted NALC, who advised that this was acceptable.

10. Feedback from the meeting of Common Rights Holder, held by Peter Lemon on 6th April 2017

Points discussed at the meeting were as follows;

- The Commons were identified, and the nature of common rights (which are essentially to graze and take hay).
- Cruso Wilkin have offered help to bring the record of Common Rights Holders held at County Hall up to date.
- It was discussed that dogs being let to roam off the lead is an issue. It was agreed that dogs shouldn't be off the lead in the bird nesting season (March to August), or when cattle are out (usually June to November – but this varies with the common). It was agreed that more education was needed on this and it was proposed to have signs on the commons. The Parish Council reps had also offered to put more information on the PC website.
- The meeting agreed that Jeremy Fuller would be common reeve.
- It was agreed that a meeting of all Common Rights Holders will be held annually in April.

The Clerk attended and took minutes at the meeting and the Parish Council agreed to pay her 4 hours for this, £41.04.

It was suggested that the draft minutes of the meeting go onto the Parish Council website and information and history about the Commons. Cllr Dobbing asked if Peter Lemon would be willing to come to the Annual Parish (Residents) meeting to talk about the Commons, Cllr Morrish to follow this up.

11. Highways – the Council will discuss any Highways Issues

- The Clerk will contact Highways to remind them there is still damage on the Twisty Twiney from the Fire Engines which attended the fire at Manor Farm in January.
- Clerk to report fly-tipping on the Twisty Twiney.

12. Planning

- a) Any applications to consider;

None

- b) Decisions received from BCKLWN

16/02153/F – 10 Cedar Grove, Bedroom extension to rear of bungalow
Application Permitted

16/020631/F – Celsius First, 4 Scania Way, Erection of packaged CHP Plant
Application Permitted

17/00304/F – 22 Rectory Lane, 2 storey extension to dwelling
Application Permitted

16/01398/NMA-1 – 42 Rectory Lane, revised garage design
Application Refused

- c) Comments made to BCKLWN

None

13. Neighbourhood Plan Update

- There have been no comments/questions as yet from the independent examiner.
- The Clerk attended a meeting on 16th March at the Borough Council regarding the Hopkins Homes development. A planning application is expected in the summer for the first phase of 500 houses. Developers have requested that West Winch Parish Council identify any parish 'needs', and there is some concern that any such arrangements need to be fair to both Parishes as the strategic growth area will affect all local residents.
- Assuming the Neighbourhood Plan is successfully adopted, there will be a continuing need for both Parishes to continue to work together to review the development that comes forward. Cllr Morrish suggested this might be a new group, possibly made up of Councillors and residents to review planning applications and liaise with the developers. He would liaise with WWPC when the examination is complete.

- Buttercups Pre-school received a letter from the Church of England – Diocese of Norwich. The Diocese wishes to bid to become a ‘sponsor’ of the new planned primary school in the Hopkins Development. Cllr Stevens said that groups would have been invited to bid to provide these schools and would try and find out some more information. However neither NRPC or WWPC had been made aware of this.

14. The Clerk read out the correspondence list as follows;

- BCKLWN – There are now 3 pages of information on the Borough Council website explaining CIL, detailing how and when Parish payments are made, how PC’s can spend CIL and how it should be reported.
- BCKLWN – The Borough Council will shortly publish on its website a schedule and mapping of all the sites which have been put forward for consideration as part of the Local Plan. These sites will now be subject to assessment which will lead to a number of them being proposed for allocation in the Local Plan review

15. Finance

- a) To hear an update on Cashbook balances - 1st March – 31st March 2017

	Opening Balance 01/03/17	Less Feb Chqs	Less DD’s	Add income	Closing Balance 31/03/17
	£	£	£	£	£
NRPC Account	24,767.95	769.90	0.00	100.00	24,098.05
VMP Account	6,651.14	1,372.79	50.40	1,507.00	6,734.95
					30,833.00

- b) To review the income and expenditure accounts for 16/17 – the Clerk reported that budget against actual for 2016/17 shows a surplus of £4,313.11. This was largely due to £800 being spent on legal expenses against a budget of £4,000 and election costs were budgeted for £2,000 and £748.27 was spent.

- c) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
<i>From VMP Account</i>				
16/03/17	Mr Brights	30 th January – 24 th February 2017	124.80	
11/04/17	R Curtis	Salary 15 th March – 11 th April	89.79	
11/04/17	R Curtis	Expenses	16.00	
08/03/17	OJS Electrical	Emergency Lighting Testing	84.00	
			314.59	
<i>From NRPC Account</i>				
03/03/17	CGM	Scartrac Village Green	25.02	0.00
01/03/17	Kew Grasscare	Slit, roll and harrow Village Green	114.00	0.00
03/04/17	Rae Rudd Ltd	3 Oak Posts on the Green	540.00	0.00

11/04/17	R Curtis	Clerk Salary – 15 th March – 11 th April	424.04	0.00
11/04/17	R Curtis	Expenses	14.02	0.00
01/04/17	NALC	Subscription for 17/18	143.05	0.00
31/03/17	CES	Risk Assessments	690.00	0.00
11/04/17	R Curtis	Minute taking for commons meeting	41.04	0.00
			1,991.17	

The Parish Council agreed to pay the above.

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

Trudi Miles said that there is approximately £60 left in donations from residents which were collected for funding planters on the Green. As the oak posts have now been put in place, she asked members of the public present if they were happy for the money to be given to the Parish Council to contribute towards the posts, there were no objections from the members of the public present.

17. Items for next meeting agenda

None were requested.

18. Date of next meeting – Tuesday 9th May

Future meeting dates – (16th May (residents meeting), 13th June, 11th July)

The meeting closed at 9.30pm

Signed 16th May 2017