North Runcton Parish Council

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

Tuesday 10th October 2017 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Kerry Fuller, Cllr Ann Towler, Cllr Amanda Dobbing, Cllr Lee Stevens, Cllr Paul Yallop, Cllr Barry Houchen, Cllr J Fuller. In attendance: The Clerk – Rachel Curtis

10 members of the public were also present

1. **Apologies for Absence**
   Cllr John Sherry, Bor Cllr Bal Anota

2. **Declaration of Interest / Dispensation in items on the Agenda**
   Cllr P Yallop declared an interest in Item 11.
   Cllr J Fuller declared an interest in Item 7.

3. **County and Borough Councillors Matters, PCSO's Report**
   Cllr Gidney reported on the following;
   - He congratulated the Neighbourhood Plan team on their document being adopted.
   - There are no updates from the Borough Council on the Infrastructure Delivery Plan until possibly after Christmas. However Cllr Morrish said that it was suggested by Alan Gomm that he may meet representatives from the Neighbourhood Plan team in November.
   - There has been an appeal on a 50 house planning application in Gayton – there is to be a public enquiry – which may have a bearing on the BCKLWN 5 year land supply.
   - Cllr Yallop asked if there was an update on the bus routes, and Cllr Gidney said he would ask County Cllr Kemp and County Cllr Middleton and follow up.

4. **Public Participation – all members of the public welcome – 10 minute session**
   - A resident said that he hoped the pot holes on School Lane would be filled in soon – to be discussed in Item 9.
   - A resident asked if the PC can find out how much the work by the authorities dealing with the illegal tip and subsequent fire at Manor Farm, North Runcton has cost the tax payer. Clerk to follow this up.
   - A resident asked if the PC knew if the hedge outside the new house at 18 Common Lane would be reinstated – Clerk to follow up.

5. **To approve the Minutes of the Parish Council Meeting held on 19th September 2017.**
   The Council approved the minutes with the following additions;
   - Item 8 – A resident made the point that all Councillors should ensure they make clear any declarations of interest in items on the agenda.
   - Cllr B Houchen and Cllr J Fuller should be included on the list of councillors present at the meeting.

6. **Clerks Report on any matters arising from the minutes of 19th September 2017 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**
   - The Clerk has given a highways engineer the contact details of Mr Childs to discuss his concerns regarding Cedar Grove.
   - The Clerk attended a briefing at the Borough Council regarding the Manor Farm fire and further to the site investigations, the areas has not been determined as being contaminated land. The full report can be viewed on the Borough council website.
     https://www.west-norfolk.gov.uk/info/20138/contaminated_land/100/contaminated_land_part_2a
   - The PC will hold a bulb planting event on Saturday 28th October, the large bramble patch will be cut back on Rectory Lane prior to this.
   - The PCC have requested PC opinion regarding new signage for the Church. Some people find it difficult to locate and a brown sign on the A47 has been suggested. The PC has no objection to the PCC looking into this further. The idea of a finger post sign on the Green to signpost the VMP and Phone Box Art Gallery was also discussed and could be a future PC investment.

7. **To give an update on matters relating to the SDA site (the public may ask questions during this session)**

A resident, Mr Little said he was not clear of the legal position of the PC. Cllr Morrish reported that at present the PC has instructed their legal team to send a letter to the SDA solicitor. This letter was prepared with the input of the working party to question the SDA's position and requesting they provide information which proves they have a prescriptive right of way (as they assert). This legal work is covered by the PC's insurance company. However, Cllr Morrish noted that so far the PC has spent over £6,000 in the Clerks time and advice from its own solicitor in this matter. Further public comments were;

- Mr Fuller said that the sporting rights that exist on the land purchased by the SDA are still an issue.
- Members of the working party thanked the PC for their working together.
- Mr Little asked if the SDA building work continued, how would the PC monitor and ensure that planning conditions are complied with? Cllr Morrish said that this would be a matter for the Borough Council Enforcement Officers – and that if anyone thought the permitted plans were not being followed – they should report it to BCKLWN.

The matter will be discussed further at the next meeting.

8. **To update the Council on the project work for the Village Meeting Place**

All Clubs have now returned and there are 7 regular hirers. In the half term week the wooden floors will be sanded and sealed. Cllr Morrish thanked all who had contributed to the work, particularly Cllr Houchen and the Clerk.

A date for the official opening of the Hall is Saturday 25th November 2017 at 2pm. This will incorporate the opening of the phone box 'Art Gallery and Museum'. Cllr Stevens and Cllr K Fuller volunteered to paint this.

9. **The Council will consider quotes for filling in potholes on School Lane**

Cllr Morrish reported that he had received a phone call from the resident of 34 The Green who had offered to fill in the holes free of charge, this offer was put to a vote and the majority of Councillors voted against taking this offer. The Clerk and Chair had obtained verbal quotes, the cheapest of the 3 being £600 to fill in the 3 main potholes. It was suggested that the Clerk contact Anglian Water and ask them what type of concrete they use to fill in roads as this appears to be reliable and some residents volunteered to do the work with Cllr Stevens. It was decided that the Clerk will investigate this option, with the back-up of using the cheapest contractor quote agreed.

10. **The Council will discuss any Highways issues**

None

The Chairman swapped the sequence of item 11 and 12.

12. **Neighbourhood Plan Update**

There was a 25% turnout at the recent referendum vote and 90% voted in favour of the plan being adopted. The Neighbourhood Plan (2016-2026) will therefore now be adopted by BCKLWN and used when considering planning applications in West Winch and North Runcton. Cllr Morrish thanked all those who had voted and supported the plan. He emphasised that the Parish Council, and anybody wishing to comment on future planning applications, should refer to the NP policies and ensure that they are used to ensure the best outcomes for any future development in the Parishes.

11. **Planning**

a) Any applications to consider;

<u>17/01805/F – Variation of planning permission 12/00628/F: To allow 11 months occupancy between Feb 1st and Jan 3rd with 28 days closure in any year, King's Lynn Caravan and Camping Park</u>

After declaring an interest in this item as owner of the Park, and before leaving the room for PC consideration Cllr Yallop was asked some questions by fellow Councillors regarding this application.

He explained that this application is referring to the back field of the site which at present only allows 8 months a year occupancy and permission is sought for the occupancy to be increased to 11 months of the year in line with the other fields within the site.

Cllr Yallop was then asked to leave the room and Councillors considered this application in line with Neighbourhood Plan policy WA 19 – Supporting Tourism within the Neighbourhood Plan. It was noted that the majority of campsites in Norfolk operate an 11 month occupancy and Cllrs voted unanimously to support this application. Cllr Yallop came back to the meeting.

b) Decisions Received from BCKLWN
None

c) Comments made to BCKLWN
None

13. The Clerk read out the correspondence list as follows;
No correspondence received that hasn't been included on the agenda elsewhere.

14. Finance

a) To hear an update on Cashbook balances - 1st August 2017 – 30th September 2017

	Opening Balance 01/08/17 **£**	**Less June Chqs** **£**	**Less DD's** **£**	**Add income** **£**	**Closing Balance 30/09/17** **£**
NRPC Account	36,088.17	26,974.66	0.00	2,324.09	**11,437.60**
VMP Account	18,561.13	22,181.47	325.17	40,887.00	**36,941.49**
					43,379.09

b) The following payments were considered for approval;

Date	**Supplier**	**Description of Service**	**Amount on Invoice** **£**	**VAT element - non recoverable** **£**
From VMP Account				
27/09/17	Bespoke Norfolk Ltd	Final Payment Inv 1460	16,246.50	
18/09/17	Olympic Carpets	Kitchen Flooring	1,276.20	
18/09/17	Steward Safety Supplies	Annual Inspection	153.37	
21/09/17	NBB Floor Matting	Back Door Mat	25.08	
21/09/17	Robert Wise Ltd	Fire Risk Assessment	180.00	
15/0/17	Just Projectors	Projector and Screen	912.18	
10/10/17	R Curtis	Salary 13th Sept – 10th Oct 17	89.79	
10/10/17	R Curtis	Expenses – VMP Purchases	42.73	
28/09/17	TJE Joinery	Replacement Glass in Door	155.40	
29/09/17	Johnsons Ironworks	Railings	2,391.00	

29/09/17	TC Carpentry	Baby Change Unit	250.00	
31/08/17	Cambridge Architectural Precast	Kerbstones	1,534.27	
			23,256.52	

From NRPC Account

28/09/17	Mazars	Audit Fee	240.00	0.00
10/10/17	R Curtis	Clerk Salary 13th Sept – 10th Oct 17	424.04	0.00
10/10/17	R Curtis	Expenses – Postage	28.94	0.00
10/10/17	R Curtis	Notice Board (for Hardwick)	298.80	0.00
30/09/17	CGM	Grounds Maintenance	60.12	0.00
			1,051.90	

The Parish Council agreed to pay the above.

15. **Public Participation – all members of the public welcome – 5 minute session**
    - A resident asked for clarification of the decision regarding the potholes on School Lane, it was confirmed that the Clerk would make enquiries of AWA initially before proceeding with contractor quotes.
    - A resident asked when a budget summary of the income and expenditure is reported and the Clerk said it was done quarterly and that the expenditure is in line with the budget at present.

16. **Items for next meeting agenda**
    - Cllr Training
    - Speed Camera reports update – the Clerk will add this as an ongoing agenda item from November onwards.
    - Budget review

Date of next meeting – 14th November 2017
Future meeting dates – (12th December, 9th January 2018, 13th February 2018)

The meeting closed at 9.05pm

Signed …… 14th November 2017