

North Runcton Parish Council

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

Tuesday 9th September 2025 - 7.45pm

Present: Cllr R Morrish - Vice Chair, Cllr J Fuller, Cllr P Yallop, Cllr S Palmer, Cllr J Braybrook, Cllr K Williams, Cllr B Houchen

Borough Cllr Simon Nash, County Cllr J Moriarty. 6 members of the public

In attendance: The Clerk – Rachel Curtis

1. To accept any apologies – Cllr K Fuller

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

3. New Councillor Malcolm Mills to sign paperwork

Cllr Mills signed the required paperwork and was welcomed to the Parish Council.

4. County and Borough Councillors Matters

Cllr Moriarty reported on Local Government Reorganisation. It is now proposed that County Councillors will be elected for a further 2 years in May 2026. A new mayor for Norfolk and Suffolk will also be elected in May 2026 for a 4-year term. Elections for councillors for the new Unitary Authority/ties are expected to take place in May 2027. (NCC have put forward a proposal for one whole unitary authority, while the district councils favour a split of 3 unitary authorities – West, Central and East).

The County and Borough Councils will continue until May 2028 – giving a one-year overlap of the existing and new authorities.

Cllr Nash was asked why there has been such an increase in the cost of the garden waste brown bin – he will try and find out why. It was noted that since the need to book a slot at the recycling centre the cases of fly tipping in the area appear to have increased.

5. Public Participation

Several items were raised:

- A resident provided photos of an overhanging hedge at 5 Cedar Grove. It is encroaching onto the pathway. ACTION: Clerk to follow up.
- A question was asked if Buttercups have paid for the new vinyl signage in the front window showing their updated opening hours, it was confirmed that they have.
- The surface of the corner of Rectory Lane and New Road is deteriorating – ACTION: Clerk to submit new photos to the report.
- The Clerk confirmed she had reported to the Borough Council the household items and waste being stored in the front garden of 5 West Winch Road.
- A resident reported that he had been told by a Borough Council operative carrying out street sweeping in the village that Hall Drive is now an ‘un-adopted road’. The resident attempted to make enquiries with NCC but did not reach a conclusion. REQUEST: Cllr Moriarty to follow this up.
- The resident with a planning application at appeal for 30/32 West Winch Road attended the meeting. He asked the PC for help with the matter and Cllr Nash offered to look into the case.

6. To approve the Minutes of the Parish Council Meeting held on 8th July 2025

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

7. Clerks Report on any matters arising from the minutes of 8th July 2025 and subsequently any matters arising that have been actioned not on the agenda for this month’s meeting.

The Clerk has spoken with the insurance company and the brick bus shelter on the Green is now included in the policy to the value of £8,000. There was no charge for this mid-year addition.

8. To consider Biodiversity and Action Planning within the Parish

Cllrs Morrish, Palmer and the Clerk met with a NCC Officer recently to discuss future maintenance requirements for the Hopes Charity land that will be affected by the WWHAR project. NCC have agreed that land they require for landscape mitigation / BNG can stay within the ownership of the Charity. It is proposed that the Parish Council then 'rent' the land from the charity and manage it for community benefit. The meeting opened discussions about the NCC mitigation and BNG requirements (that will need to be in place for at least 30 years). Further discussion is proposed.

9. To hear Reports taken from the SAM 2 Signs

Cllr Braybrook, suggested that he ends the monthly recording of data from the SAM 2 sign, as records from the last few years suggest it is largely repetitive. If it appears that traffic patterns are changing the data collection can recommence. This proposal was agreed. A second sign which was recently purchased does not record data, Cllr Braybrook will follow this up with Westcotec. Cllr Morrish thanked John for his work in recording data so far and undertaking the repositioning of the signs every 6 weeks.

10. To report on VMP Management Matters

Recent works which have taken place in the Hall over the summer holidays

- Sanding and resurfacing the floors
- Mr Brights carried out a deep clean and cleaned the windows inside and out and AMR came to service the A/C units.
- A new cistern has been installed in one toilet and a grab rail in another.
- Various small carpentry jobs were undertaken by request of Buttercups.
- All gutters were cleaned, the flat roof swept and kitchen skylights cleaned.
- Some paintwork was touched up and will need to be continued.
- A fire risk assessment has been carried out, Clerk to take action on some matters arising.

Update on meeting with Buttercups

Christine, the Buttercups manager attended the meeting to put forward an idea that the Buttercups wish to pursue. They have benefitted financially from a windfall due to another pre-school closing and would like to use the money to make the outside area more 'play friendly' and safer for the children. Quotes have been obtained to replace the shed with a more open structure, add some portable low-level fencing and add some new play equipment to the walls. The main part of this work is a request to cover the concrete ground surface with a new surface to make it less harsh for the children and also tidy it up to make it look neater. This needs to be given careful consideration as to the suitable product for the area given the existing drains and different levels, the durability of a new surface, and its life span and potential removal/disposal in years to come. The Parish Council agreed to the idea in principle, however more work needs to be done to consider specifics. Christine will get a quote for a resin-bonded surface and Councillors agreed to consider further.

11. North Runcton an Hardwick Conservation Volunteers

There is a litter pick on 25th October. More work will be programmed in to the winter months. Potentially look to clear out the pond on the Common in October, subject to Cllr J Fuller being granted the permit from the National Grid which he has applied for.

12. Action Planning – to consider PC events/projects for 2025

The presentation about the West Winch Housing Access Road took place before this meeting and was well attended by about 40 people. Rod Kelly, NCC answered many questions from residents and views and ideas were put forward.

7th October – Bee Keeping – Lee Stevens

18th November – WWHAR Archaeology - TBC

28th November – Parish Council Quiz

Cllr Palmer reported that the Church are holding a crafting circle event and well-being pilates session coming up soon. There is also a village voice project underway to record interviews with people in the village (3 have signed up so far) with an aim to capture their local knowledge.

13. To complete the annual review of the PC's policies and procedures –

The Clerk presented the Standing Orders and Financial Regulations following updates. Councillors approved acceptance of these.

14. Highways – the Council will discuss any Highways issues

Nothing to report

15. Planning

17/00191/NMAM/2 - NON-MATERIAL AMENDMENT TO APPLICATION 17/00191/F-Variation of condition 14 of planning permission 13/01103/FM as highway requirements have changed. 39 The Green North Runcton, PE33 0RB

There are no documents on the portal for this amendment, Clerk to contact Borough Planning to gain clarification.

16. To hear any other planning issues relevant to the Neighbourhood Plan

Cllr Morrish has contacted LOCALITY (Government advisory organisation) to discuss reviewing the Plan, which will run out in 2026. The document contains policies for North Runcton and West Winch and for the growth area. As the WWGA development has not really begun – most of the policies have not been used or tested. It was felt that the Plan was therefore still largely relevant and very little needs to be changed. Locality advised that in this case it would be possible to renew the NP without major work, a third-party review or a referendum. Cllr Morrish asked that the PC agreed to let him speak to West Winch PC and Borough Council officers and propose that only these minor changes (dates/references) are altered and the plan is rolled over for another 15 years. This was agreed.

17. Correspondence –

- From NCC regarding their submission of common land applications for an area along the A47. Small areas of verge alongside the A47 are registered common land and will be lost to the proposed road widening works. Common land is required to be replaced. NCC propose that an area of scrub woodland west of Sheep's Course Wood is created as common. It has been established that the common land to be lost has no rights or rights holders. There will be no permanent change to Sheep's Course Wood. The new 'common land' will be legally available for public access and will comprise an extension to the existing woodland.

- Cllr Palmer raised correspondence received anonymously by 2 residents in the village complaining about their dogs barking. The residents felt that this action reflects badly on the village and the matter could have been raised face to face and wished it to be brought to the attention of the Parish Council.

18. Finance

a) To hear an update on Cashbook balances – first quarter

	Opening Bal	- Expenditure	+ Income	Closing Bal
	01/04/25 £	£	£	30/06/25 £
NRPC Account	15,419.11	5,699.51	8,583.43	18,303.03
VMP Account	2,957.98	1,372.92	3,068.50	4,653.56
Redwood Savings	30,000.00	0	0	30,000.00
				52,956.59

The following payments will be considered for approval;

Date	Supplier	Description of Service	Invoice amount
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VMP

Aug

05/8/25	R Curtis	Clerks Salary – 06/07 – 05/08/25	196.04
18/08/25	D Bowman	Cistern repair	36.00
20/08/25	R Curtis	Backpay following NJC increase	31.20
20/08/25	Mr Brights	Mr Brights – July	214.20
			477.44

Sept

05/09/25	R Curtis	Clerks Salary – 06/08 – 05/09	202.28
06/09/25	R Curtis	Expenses	6.80
02/09/25	DMS Flooring	Sand and Seal VMP Floor	1,900.00
05/09/25	Kevin Day	Strengthening cupboards and grab rail install	490.00
11/09/25	Mr Brights	Outstanding Invoices	1,174.42
11/09/25	Robert Wise	Fire Risk Assessment	330.00
			4,103.50

NRPC**Aug**

11/07/25	Key Grounds & Garden Maint	Mar – May 25	300.00
05/08/25	R Curtis	Clerks Salary – 06/07-05/08/25	744.81
05/08/25	Key Grounds & Garden Maint	Aug – Oct 24	300.00
01/11/24	R Curtis	Backpay following NJC increase	114.40
20/08/25			1,459.21

Sept

29/07/25	Westcotec	SAM 2 Sign	3,872.40
05/09/25	R Curtis	Clerks Salary – 06/08-05/09/25	771.21
01/09/25	J Braybrook	Padlocks for SAM 2 Sign	83.90
			4,727.51

19. Public Participation

A resident asked who owns the ice house which is situated on the SDA site. Answer: The SDA! Cllr Morrish noted that SDA did say they may allow occasional access for residents to see the Ice House but that the planning conditions prevent use of the site by people not staying at the resort. He will make some enquiries.

20. Items for future agenda

Review of Risk Assessments
Additional dog bins
Church project

21. Dates of next meetings –14th October, 11th November 2025

The meeting closed at 9.10pm

Signed 14th October 2025