

North Runcton Parish Council

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

Tuesday 12th March 2019 7.45pm

Present: Cllr R Morrish (Chair), Cllr K Fuller, Cllr L Stevens, Cllr B Houchen, Cllr P Yallop, Cllr K Longhurst, Cllr J Fuller

In attendance: The Clerk – Rachel Curtis

7 members of the public

1. **Apologies** – Cllr A Dobbing, Cllr L Davies, Bor Cllr Peter Gidney
2. **Declaration of Interest / Dispensation in items on the Agenda**
Cllr J Fuller – Item 9
3. **County and Borough Councillors Matters**
 - Cllr Peter Gidney was not present at the meeting and sent his apologies.
4. **To welcome members of the King's Lynn Rapid Relief Team to discuss the defibrillator**

George Turner from the Rapid Relief Team presented the PC with the defibrillator which they have kindly donated to the Parish. The organisation works with charities to support work locally such as the Purfleet Trust and also globally, recently working in Australia to provide relief aid. George gave a brief overview of how the defibrillator works and the PC confirmed they will liaise with the Cricket Club on the installation. The unit is to be placed on the south end of the Cricket Pavilion. George offered to attend the Annual Residents meeting with someone who would be able to talk through how to use the unit.
5. **Public Participation – all members of the public welcome – 10 minute session**
 - There were no comments from the public.
6. **To approve the Minutes of the Parish Council Meeting held on 12th February 2019**

The Council approved the minutes and the Chairman duly signed.
7. **Clerks Report on any matters arising from the minutes of 12th February and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**
 - Work is progressing on the Local Council Award Scheme submission, there is at present a delay on the contact at County Hall replying to the Clerk and providing the information needed. Cllr Longhurst suggested a website host which can provide a website for initially as little as £1 per month and all Councillors email addresses could be put through here – Clerk to look into.
 - The Clerk will attend the NALC conference on 14th March 2019.
 - The potholes on New Road have been filled. Still outstanding is the one outside the caravan club entrance – Clerk to report again.
8. **To hear reports taken from the SAM2 Vehicle Activated Speed Signs**
 - The latest reports from February show the average speed is increasing.
 - Cllr Stevens had spoken to the Clerk at Middleton regarding a speed watch scheme, it is successful there and runs with 6 volunteers and requires some training to set up. It was agreed to put a piece in the newsletter to see if anyone would be interested in being involved.

8.10pm - Cllr K Fuller attended the meeting at this point.

9. **To hear an update on arrangements regarding the SDA and School Lane**
 - The PC is awaiting confirmation from the SDA Executive Committee for their contribution to make good the road.

- The matter of the ongoing agreement with Church Farm was brought up at the last meeting. There is a deed of easement agreed between Church Farm and the Parish Council back in 1983. The agreement related to vehicles using School Lane for agricultural activities – and when it looked as though Church Farm might be sold for residential development it looked as though this agreement would have to be revisited. Now the Fullers intend to stay at Church Farm – it has been asked whether the deed is still relevant. Cllr Morrish has discussed this with Cllr J Fuller – and Mr Fuller has confirmed he believes the deed is still relevant as in effect there has not been a change in use since 1983. The Parish Council agreed that the responsibilities in that deed regarding future management and maintenance of the road will therefore remain.
- Cllr Morrish has proceeded with the pointer sign for the Church and VMP, this will be delivered shortly and put up on the bus shelter.

10. To acknowledge receipt of a deed of grant relating to The Smithy, 3 The Green

The buyer for the above property is seeking confirmation of an existing easement with the PC that provides them with a right of way over the Green at the front of the property. Councillors wished the fact there is now a gate in the fence at the end of the property to be noted to the new purchaser, as this was added at a later date. However, the original agreement did provide a right of way to where the gate is now situated. The PC's solicitor Spire will be acting on behalf of the PC and will be advised of this.

11. To report on VMP management matters

- The lock has been changed on the front door as the locking mechanism became faulty. This work has now been invoiced for and the amount also includes work to the back door lock to make the inside lock a self locking one and the front door to be taken off its hinges and shaved as it had swelled. Councillors queried this invoice for £288 (excl VAT), asking if this work was under guarantee. Clerk and Cllr Morrish to investigate.
- The hall dimensions and electricity cost and usage information has been sent to an electrician to get a second opinion on their effectiveness with a view to considering replacement units.
- The blinds for the front windows have been ordered and will be fitted soon.

12. To hear an update on the Wildlife in Common project

A successful talk by NWT had around 30 attendees. Leadership training for the conservation group of volunteers will take place later in the year. It is proposed to hold some initial events this year – possibly including nest box making to coincide with the flower festival. At least 11 out of the 20 target species that NWT wish to conserve are known to be resident on NR common. Cllr Morrish warned people to look out for toads crossing the road near the Common in coming weeks – as they emerge from hibernation.

13. To set a date and discuss content for the Annual Residents Meeting

A date was set for Wednesday 22nd May, suggested content to include:

- Promotion of a possible open day with SDA to tour their site
- Defibrillator demonstration
- Wildlife in Common update with conservation volunteers.
- Report on the King's Lynn Growth Area plans

14. Highways – the Council will discuss any Highways issues

- Road markings on the Rectory Lane/New Road junction are fading – Clerk to request they are remarked – clerk to report.

15. Planning

- a) Any applications to consider;

19/00250/O – Outline application: proposed new Bungalow at Friars Bungalow, 32 West Winch road, West Winch, PE33 0ND

- Object to this application for the following concerns;
Access safety (including sight lines at bus stop)

Narrowness of access
Existing Trees (Proximity to 'Countryside Buffer' – Local Plan Policy E2.2
Echo the objection already submitted by Highways

- b) Decisions Received from BCKLWN
None

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

The deadline for comments for the Local Plan Review – Consultation Draft has been extended to 29th April 2019, to be discussed at the next meeting.

17. Correspondence

A Resident – Suggested planting trees donated by the Woodland Trust along Rectory Lane – *The PC would need to seek permission from the land owners as NRPC don't own any land on Rectory Lane. The free WT trees are very small – it may be better to purchase larger stock. This is a longer term goal.*

A Resident – Requested speed limit signage for Chequers Lane – *PC to consider an additional pole to provide another location for the SAM 2 sign in this area.*

Heacham PC – Highlighting issues to be aware of for comments to be made on the Revised Local Plan issue – *PC's comments on this to be discussed at the next meeting.*

18. Finance

a) To appoint an internal auditor for 2018/19 Accounts

The PC agreed to appoint Bev Eady as internal auditor who also audits the accounts for the Clerks other Parish - North Wootton.

b) To hear an update on Cashbook balances - 1st February – 28th February 2019

	Opening Balance 01/02/19 £	Less May Chqs £	Less DD's £	Add income £	Closing Balance 28/02/19 £
NRPC Account	26,510.24	635.37	0.00	0.00	25,874.87
VMP Account	2,214.81	414.46	412.88	574.00	1,961.47
					27,836.34

- c) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
25/02/19	Krystal Kleaning	Payment regarding bank error when cashing cheque	106.20	0.00
28/02/19	TJE Joinery	Door and lock repairs	345.60	0.00
12/03/19	R Curtis	Salary 13 th Feb – 12 th March 2019	138.84	0.00
12/03/19	R Curtis	Hall Cleaning – 12 th Feb, 19 th Feb, 27 th Feb, 6 th March	96.12	0.00

12/03/19	R Curtis	Expenses (incl new hoover)	83.69	0.00
			770.45	
<u>From NRPC Account</u>				
13/02/19	CGM	Slitting the Green as per contract	50.04	0.00
28/02/19	BCKLWN	Annual Charge for Dog Waste Bins	271.44	0.00
05/03/19	Aero Healthcare	Defibrillator	1,536.00	0.00
12/03/19	R Curtis	Clerks Salary 13 th Feb – 12 th March 19	529.08	0.00
12/03/19	R Curtis	Expenses (incl printer ink)	59.99	0.00
			2,446.55	

The Parish Council agreed to pay the above with the exception of the TJE Joinery Invoice pending further investigation.

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

There were no comments.

20. Items for next meeting agenda

- Confirm comments on the Revised Local Plan Review
- Update on the deed with the 3 The Smithy.

21. Date of next meeting – 9th April 2019

Future meeting dates – 14th May, Annual Residents Meeting – Wednesday 22nd May, 11th June

The meeting closed at 9.00pm

Signed 9th April 2019