

North Runcton Parish Council

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

Wednesday 10th July 2019 7.45pm

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

In attendance: The Clerk – Rachel Curtis - 4 members of the public, Bor. Cllr Peter Gidney, Bor. Cllr Simon Nash

1. Apologies – Cllr K Longhurst

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

Cllr J Fuller – Item 8

3. County and Borough Councillors Matters

- Bor. Cllr Peter Gidney said there is a focus at the Borough Council on the long term view of the town especially the waterfront areas and pontoons on the South Quay. Bringing people to the area and being profitable has to also be weighed up with sustainability.
- Bor. Cllr Simon Nash reported on the following;
 - It was noted that due to a mix of political parties at the Borough Council debates are now longer.
 - The ICO has upheld complaints on data handling issues and Simon will continue work on the standards committee.
 - There is to be an independent enquiry at the KLIC.
 - There is discussion at the Borough Council over the £1.6 million cost of the 2 screen cinema planned for the building.

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

None

5. To approve the Minutes of the Parish Council Meeting held on 11th June 2019

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 11th June and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

- Risk Assessment templates have been sent to members of the Risk Management Working Party. The Clerk will arrange a meeting when assessments are completed to discuss findings.
- Work on the LCAS is ongoing.

7. To hear reports taken from the SAM2 Vehicle Activated Speed Signs

Cllr Stevens presented statistics taken from the sign registering vehicles coming south bound at the BT post. There are approximately 1,000 cars a day using this route. The speedwatch group has been formed with 8 volunteers and now awaiting their police training.

8. To hear an update on arrangements regarding the SDA and School Lane

The SDA contractor has some cold macadam which can be used to fill the potholes on the road. Work on the foundations for the clubhouse building are apparently now underway and more cabins are being completed. A verbal confirmation has been received from the SDA that they will assist in paying to upgrade/repair School Lane. The PC has a quote from a contractor to undertake this work. The SDA contractors are to provide 2 other quotes that they have obtained. The PC discussed the specification of the repairs, depth, area, drainage etc. It was agreed that a working party is set up to move this work forward over the summer. This consists of Cllr J Fuller, Cllr L Stevens, Cllr K Longhurst, Cllr R Morrish and Cllr P Yallop. Cllr K Fuller proposed that the PC should contribute up to £5,000 to the work, this was seconded by Cllr L Stevens and unanimously agreed.

9. To report on VMP management matters

Cllr Morrish presented an options analysis to Councillors for alternative heating systems. It was agreed that the most important factors are energy efficiency and a quick heat up time. The air conditioning systems were discussed in detail, consideration was given to the size of the units, where they would be placed in the yard and how many internal units would be required. Cllr Longhurst has offered to obtain another quote which would be based on buying the units directly from the manufacturer and installation by an electrician. The longevity of the Pre-School using the VMP was discussed as they hire the hall for the largest amount of time and their needs are dictated by Ofsted. It was agreed that the Clerk should write a letter to Buttercups to remind them that their fees will be reviewed in September as agreed at the start of the financial year. It was agreed that Cllr Longhurst should try to obtain a fourth quote, but if that is not preferable, then AMR have provided the best value proposal – using a heat pump air conditioning unit, and that they should therefore be appointed to undertake the works this summer (assuming availability). Post meeting note: A fourth quote was not obtained – so AMR have been appointed to undertake the work and this will go ahead in August.

Cllr L Davies and Cllr L Stevens left the meeting during this discussion and Cllr Stevens returned.

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

- The family day on the 6th July was successful with positive feedback. The management leaders training was also positive.
- Management plans are being drafted for Sheeps Course Wood and the main North Runcton Common which will need to be discussed with the Lord of the Manor and Common Reeve.
- A first ‘work day’ for the NR Conservation Volunteers is proposed to take place in Sheep’s Course Wood on Saturday 28th September.
- A bat watching evening will take place on Friday 30th August at 7.30pm.

11. Highways – the Council will discuss any Highways issues

- The Clerk reported she had spoken to Andy Wallace from NCC Highways. Resurfacing of the junction to New Road from the A47 is due to take place later this year. Issues at Cedar Grove are being addressed, the higher level of Old School Walk, the weeds which are pushing through the tarmac and the uneven surface outside Number 1. Andy acknowledged that these issues should have been remedied sooner. The weight restrictions in place are in force to prevent lorries passing through the designated signed areas and using the village as a through route. It is permissible for a lorry to stop and make a delivery within this zone as it requires access, however if it is just passes through the village the driver has broken the law. It was noted that the lorries using the Fullers yard pass through to gain access to the business premises.
- It was noted that there is a section of road exiting the Hardwick roundabout towards the A10 which has a very uneven surface – Clerk to report.
- Cllr Stevens brought up the issue of the uncut byway along Illington Lane – Clerk to report.

12. Planning

- a) Any applications to consider;
19/01049/PAGPD | Single storey rear extension which extends beyond the rear wall by 4.5 metres with a maximum height of 3.5 metres and a height of 3.5 metres to the eaves | Norfolk House 44 Rectory Lane North Runcton Norfolk PE33 – comment that the property is already well illuminated and to consider neighbours.
- b) Decisions Received from BCKLWN
None
- c) Comments made to the BCKLWN
19/01063/F – Sorrento, 50 West Winch Road, rear extension and alterations – no comments

It was noted that there is another mobile home in the grounds of the Toll House and another in the layby. Cllr Nash said he would speak to the Borough Council about this.

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

Nothing to report – the meeting with WSP to discuss the relief road further was cancelled in June, awaiting another date.

14. Correspondence

None

15. Finance

a) To hear a summary of spend against budget for the first quarter of the year

The PC reviewed the budget report, spend is £3,535 against a budget of £16,022 which is less than a quarter, no questions and nothing to raise.

b) To hear an update on Cashbook balances - 1st June – 30th June 2019

	Opening Balance 01/05/19	Less May Chqs	Less DD's	Add income	Closing Balance 31/05/19
	£	£	£	£	£
NRPC Account	38,279.99	618.67	0.00	16.38	37,677.70
VMP Account	606.24	235.55	379.50	273.50	264.69
					37,942.39

c) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
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From VMP Account

05/07/19	R Curtis	Salary 6 th June - 5 th July 2019	143.00	0.00
05/07/19	R Curtis	Hall Cleaning –05/06, 11/06, 19/06, 26/06, 03/07	110.00	0.00
10/07/19	R Curtis	Expenses	6.70	0.00
			259.70	

From NRPC Account

30/06/19	CGM	Cutting – 14 th June	30.06	0.00
05/07/19	R Curtis	Clerks Salary 6 th June – 5 th July 2019	544.33	0.00
11/06/19	CPRE	Annual Membership	36.00	0.00
10/07/19	B Eady	Internal Audit Work	60.00	0.00
05/07/19	R Curtis	Expenses	15.68	
			686.07	

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

- Large potholes on the Love Lane track are being filled with bricks and rubble, Cllr Morrish to speak to Julian Fuller.

- The white lines at the junction of Rectory Lane and New Road are in need of reinstating – Clerk to report.

17. Items for future agenda

- Review Buttercups fees

18. Date of next meeting – no meeting planned for August - Tuesday 10th September

Future meeting dates – 8th October, 12th November

The meeting closed at 9.40pm

Signed 10th September 2019