

North Runcton Parish Council

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

Tuesday 11th July 2017 7.45pm

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

10 members of the public were also present

1. Apologies for Absence

Cllr John Sherry, Bor Cllr Bal Anot and Bor Cllr Peter Gidney

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

None

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

Bor. Cllr Peter Gidney had emailed the Parish Clerk earlier in the day and said that similar concerns had been expressed by parishioners from West Winch and Gayton regarding the reduction in the bus services and County Cllr Graham Middleton and his colleagues were looking into this.

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

- A resident from Cedar Grove said that he and other residents feel that Norfolk County Council has dealt with the repaving work in a poor way. 50m of pathway has been left untouched which is one of the most damaged areas. Contractors have given the impression that the onus is now on the Parish Council to maintain grassed areas. The Clerk will write to NCC.
- A resident asked when the SAM2 signs will be installed, the Clerk said they had been ordered and will hopefully be put into place at the end of the summer.

Cllr Dobbing and Cllr Stevens came into the meeting at this point.

5. To approve the Minutes of the Parish Council Meeting held on 13th June 2017 and EGM held on 28th June 2017.

The Council approved both sets of minutes, and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 13th June 2017 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

- **£500 grants for the cooker and extractor** – Mid-term monitoring report has been completed for this, photos to be sent when project completed.
- **Annual Audit** – The annual audit has been sent to Mazars and the audit notice has been displayed, commenced on 28th June and ends on 8th August 2017.

7. The Council will discuss wording for a letter to the PCC for use of School Lane

Cllr Morrish had circulated a letter to Councillors prior to the meeting. The letter is to put on record that the Parish Council consents to visitor access to All Saints Church. Cllr Towler proposed that the letter is sent to the PCC and this was seconded by Cllr Yallop and the Council agreed.

8. The Council will discuss the purchase of bulbs for planting in the village in the autumn

Cllr Morrish proposed that £100 is spent on bulbs to add to those planted in 2016, this was seconded by Cllr K Fuller and the Council agreed the expenditure to come from the Asset Management budget.

9. To update the Council on the project work for the VMP

Work on contractor quotes

- Bespoke Norfolk were appointed as contractors at the EGM on 28th June. Earlier this evening there was a pre-start meeting with Bespoke, Martin Langford - CDM, Cllr Morrish and the Clerk. Work

will commence on 22nd July, there will be a 6m x 3m compound outside the front of the building containing a skip. Most other materials and equipment will be stored in the courtyard. The hours of work will be weekdays 7.30am – 4.30pm and Saturday 8.00am – 1.00pm. Work will be completed by 15th September which will enable regular hirers to move back in to use the hall.

Fundraising Progress

- The gin tasting evening raised £457, which brings the total of donations/fundraising/grants to £64,010.73. It was agreed that another quiz/cheese and wine evening would be held in the autumn.

10. The Council will discuss and agree to proceed with a loan application

The Clerk presented a report outlining the finance requirements for the project and indicative costs for repayments of a £50,000 loan. Overall cost is £117,138, The PC will fund £13,510.73 by way of donations, £50,000 from the WREN grant, the Parish Council agreed in October 2016 to use reserves of £20,440, and £2,500 is surplus in the Village Meeting Place account. The Council discussed the amount of a loan, it was agreed that up to £50,000 would give a contingency in case of unforeseen additional work to the roofing structure. There are 2 grant applications outstanding which would total £8,000 but a decision has not been heard about those at the time of this meeting and fundraising continues.

Cllr K Fuller proposed that application should be made to the DCLG for borrowing approval; this was seconded by Cllr Dobbing and unanimously agreed by the Parish Council.

Cllr Morrish proposed that up to £50,000 is borrowed over 10 years, this was seconded by Cllr Stevens and unanimously agreed by the Parish Council.

11. Highways – the Council will discuss any Highways issues

Nothing to discuss.

12. Planning

- a) Any applications to consider;

17/01125/O – Sunnyside House, 66 Main Road, West Winch – Outline Application: Erection of two dwelling houses and associated access

The Parish Council will comment that there have been concerns about access onto the road (A10) on previous occasions.

17/00061/TPO – Orchard Cottage – 4 Rectory Lane, - 2/TPO/00145:T3, horse chestnut: reduce by an overall crown radius of 5m and crown height reduction of 5m

Cllr Stevens reported that this work has been recommended by the BC tree officer as the tree overhangs the highway and has become damaged.

- b) Decisions Received from BCKLWN

17/00880/O – Woodlands, Willow Drive, West Winch – Application Refused

- c) Comments made to BCKLWN

None

13. Neighbourhood Plan Update

The Borough Council have altered the plan to reflect the inspector's recommendations, it will go the Borough Council cabinet on 1st August. The Borough Council will then inform of the timetable of the referendum which is expected to be mid-September. Leaflets will be delivered to residents advising them of the date. The Borough Council have slipped their timetable on the Infrastructure Delivery Plan and an update is expected at the end of August.

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

A - Highways Department - 5th July 2017

There is a stakeholder meeting to discuss major planned roadworks affecting Kings' Lynn including the Saddlebow Interchange on Monday 17th July at 10.00am, Cllr Morrish will attend.

B - Norfolk County Council - 10th July 2017 – Silica Sand Review, Search area D is to be removed which is located in the parishes of East Winch and Pentney.

- a) **Finance** To hear an update on Cashbook balances - 1st June – 30th June 2017

	Opening Balance 01/06/17	Less June Chqs	Less DD's	Add income	Closing Balance 31/06/17
	£	£	£	£	£
NRPC Account	37,372.55	1,514.15	0.00	750.00	36,608.40
VMP Account	17,445.96	2,452.61	50.40	2,869.23	17,812.18
					54,420.58

b) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
<u>From VMP Account</u>				
28/06/17	BCKLWN	Planning Application	48.50	
08/06/17	Mr Brights	27 th April – 19 th May 2017	130.42	
29/06/17	Mr Brights	22 nd May – 16 th June 2017	132.29	
11/07/17	R Curtis	Salary 14 th June – 11 th July	89.79	
11/07/17	R Curtis	Expenses	4.05	
30/06/17	Ian Bix	Design Services	210.00	
			615.05	
<u>From NRPC Account</u>				
28/04/17	KL Signs	Posts for Signs on Village Greens	51.41	0.00
28/04/17	CPRE	Annual Membership	36.00	0.00
11/07/17	R Curtis	Clerk Salary – 14 th June – 11 th July	424.04	0.00
11/07/17	R Curtis	Expenses	8.78	
			520.23	

The Parish Council agreed to pay the above.

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

- A resident wanted to clarify that the compound at the front of the building for the skip would be 6m x 3m, Cllr Morrish confirm this would be the case.
- A resident asked about the building of a wall outside 29 Common Lane, the Clerk said she had reported the matter to Highways and was informed they would deal with it.

16. Items for next meeting agenda

None were requested.

Date of next meeting – No meeting planned in August. It was decided to move the date of Septembers meeting to a week later to enable it to be held at the VMP when work is completed – the meeting will be held on Tuesday 19th September.

Future meeting dates – (10th October, 14th November, 12th December) The meeting closed at 9.10pm

Signed 19th September 2017