

North Runcton Parish Council

Minutes of the Extraordinary General Meeting of the Parish Council
which was held via Zoom

Tuesday 4th August 2020 at 7.45pm

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

In attendance: The Clerk – Rachel Curtis, Steve Palmer

1. Apologies for absence

Cllr K Williams, Cllr K Fuller

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

None

3. The Council will consider matters for re-opening the Village Meeting Place in September;

a) To consider quotes and appoint a cleaning contractor

Councillors considered 3 quotes and Cllr Morrish proposed that Brights were chosen as the contract cleaner, this was seconded by Cllr Houchen and unanimously agreed.

b) To agree the risk assessment and any documents associated with it

The Clerk had prepared a draft risk assessment which had been circulated to Councillors to consider at the meeting. Current guidance states that groups can meet in public Halls and this was incorporated into the risk assessment. It was agreed that it should clearly state what the PC expects hirers to do when using the Hall and in all cases current government guidance should be followed by groups. An addition to the hiring agreement will outline the cleaning procedures the PC expects hirers to follow. The Clerk updated the assessment including points raised during the meeting, an updated version was sent to Councillors after the meeting for a final check.

c) To decide if a wider opening to Hirers other than the Buttercups is possible

The Clerk presented a financial projection for the year 20/21 which shows the VMP will make a loss of £1,822 if Buttercups are the only hirers of the Hall. Additional expenditure included in this projection was installation and running of a Broadband package in the Hall and increased cleaning costs of a contractor carrying out the cleaning instead of the Clerk.

- The Clerk reported that a change in Government guidance announced today means the VMP is eligible for a discretionary grant of £10,000 due to the Covid-19 pandemic, Clerk to make application asap.
- After consideration of the risk assessment and the agreement of enhanced terms and conditions of hire. It was agreed that the PC would allow other groups to use the Hall. This would help offset the financial impact and continue offering the Hall as a community asset for all to use. The photography club have indicated they would like to return at present.

d) To consider the cost and installation of a broadband connection

Buttercups had requested the PC to look into providing a broadband package, Councillors agreed to look into further and felt it would be of benefit to all users. Costs are £80 and then running costs of £24.99 monthly for a basic package compared with an enhanced package costing £125 and running costs of £28.99 per month. Although the Clerk was advised a basic package would be enough to meet the needs of users, Councillors wanted clarification of data usage and download speeds to compare the 2 packages. Clerk to contact Premier for details to enable the PC to choose which package to select.

The PC discussed the age and reliability of the 2 hand dryers and agreed to replace with new if required, Cllr Morrish to look at and advise Clerk of how many to purchase.

There is an issue of damp on the inside front wall of the Hall. Cllr Morrish has spoken to a plasterer and obtained a quote for £290 excluding VAT to replaster the lower section of wall, this is after Cllr Morrish has knocked out the damp parts. It was agreed to proceed with this plan in order to deal with the damp.

The Clerk will arrange for the PAT testing to be completed.

4. To agree solicitors legal fees for SDA work

The PC's solicitor has indicated his fees will be £1,500 plus VAT for work on the agreement with the SDA for the future use of School Lane. The PC has budgeted £1,500 for legal fees and therefore Cllr Morrish proposed acceptance of this and seconded by Cllr Gunn and unanimously agreed to pay when the invoice is received.

20/01035/F - Extension to side of existing garage at Westering 7 Common Lane North Runcton King's Lynn Norfolk PE33 0RD – No comment

5. Date of next meeting – Tuesday 8th September 2020