

# North Runcton Parish Council

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

Tuesday 10<sup>th</sup> September 2019 7.45pm

**Present:** Cllr R Morrish (Chair), Cllr K Fuller, Cllr L Stevens, Cllr B Houchen, Cllr J Fuller, Cllr L Gunn, Cllr P Yallop, Cllr K Longhurst (from 8.10pm)

In attendance: The Clerk – Rachel Curtis - 3 members of the public, Bor. Cllr Simon Nash

**1. Apologies – None received**

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

Cllr J Fuller – Item 8 and 10

**3. County and Borough Councillors Matters**

- Bor. Cllr Peter Gidney could not attend the meeting but sent the following report:
  - King's Lynn may have been selected as one of the 100 towns across the country that will be able to apply for up to £25 million of new investment.
  - Work is ongoing on the Town Centre Transport Strategy.
  - There is to be a Stakeholder's meeting in the Assembly rooms at the Town Hall on 24th September 3.30 pm Parish Council members are invited should they wish to attend.
  - The brick Kiln is set for demolition, the structure is being digitally recorded. There were no bats or nesting birds within the structure.
  - I note that the highway problems reported last time have not been dealt with, I will follow that up.
- Bor. Cllr Simon Nash reported on the following:
  - Despite much debate the brick kiln is to be demolished, the BC did not see that it was acceptable to bring up to standard.
  - He attended the recent full council meeting and raised a question with the monitoring officer of the conduct of the meeting as his question about employee safety policies was not taken further.
  - Signage is to be replaced at some industrial estates in Kings Lynn, it is questionable as to whether this represents good value for money.
  - Not heard anything further about the Toll House query from the previous meeting, will follow up.
  - Cllr Stevens attend the full council meeting last week and commented that when discussing their carbon footprint, the BC referred to the baseline carbon emissions from 2008. Cllr Stevens and several Parish Councillor agreed that this comparative data is now out of date.

**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 10<sup>th</sup> July 2019**

The Council approved the minutes and the Chairman duly signed.

**6. Clerks Report on any matters arising from the minutes of 10<sup>th</sup> July and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**

- The PC's solicitor is satisfied the deed of covenant for Plot 2, Number 3 Blacksmiths Cottages is in order and it has been executed.
- The Clerk will attend a planning update session held by the Borough Council on 25<sup>th</sup> Sept.
- There has been an update issued from the Borough Council regarding CIL amendments, it is not thought any of these will affect the Parish Council.

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

- Cllr Stevens reported on data from Rectory Lane outer east for 10/07/19 – 07/08/19 and the maximum

speed was 70 mph, with a total vehicle count of 16,714. For the same period at the cricket ground heading north the maximum speed recorded was 65mph and total vehicles 12,267.

- The sites are agreed for the speedwatch group – New Road, opposite junction of Rectory Lane, Rectory Lane, near the Garden house and Common Lane near the pond. The co-ordinator is due to train the group shortly and it is hoped that monitoring will begin mid October.

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

The resurfacing work for School Lane is now planned to take place at the October half term by the chosen contractor, Supreme Surfacing. Building work is going ahead on the SDA site with the leisure building nearly at the stage to be roofed and more lodges being completed. The builders are due to hand over by April 2020. Installation of fibre optic cable along School Lane was discussed as this had been mentioned by the builders. Clerk to contact Open Reach and find out whether this is available.

**9. To report on VMP management matters**

**To review the heating system installation**

- AMR have completed installation of the new heating system. The ceiling mounted fans installed however do not have a speed controller, after switching them on all Councillors felt that the speed was too quick, noisy and disruptive. AMR have quoted £500 to install speed controllers, this was felt to be too expensive and Cllr Morrish will explore alternatives. The old ceramic heaters have been put on eBay to try and sell.

Cllr Stevens thanked Cllr Morrish for his hard work over the summer to ensure the heating system was installed.

**To consider quotes for the electricity supply**

The Clerk presented 5 quotes for consideration. She explained that because the meter is a domestic model and the VMP is a business premises there was difficulty in obtaining quotes from some suppliers other than the 'big 6' energy companies. The PC agreed to go with the quote from EDF as this was the cheapest.

**Other VMP Matters**

- The store has been tidied.
- Parking is still an issue with some hirers parking outside the VMP on the road – Clerk to remind all hirers of the permitted parking area.

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

- The bat evening was successful.
- Cllr J Fuller has received a copy of the management plan for the commons and gave feedback on some of the points. Cllr Stevens noted those and will take back to the Norfolk Wildlife Trust.
- The first workday of the North Runcton and Hardwick Conservation Volunteers will be 28<sup>th</sup> Sept. 8 volunteers will clear Sycamore in Sheepscourse wood. The first few sessions will be organised by the Norfolk Wildlife Trust.
- Cllr J Fuller reported that the commons rights holders he has contacted are happy for a Christmas tree to be planted on the Green (this was suggested at a previous meeting). Cllr Morrish to look for a suitable variety.
- Consent has also been given for the PCC to run a water supply under the Green to the Church.
- The PC agreed to spend £150 on bulbs to plant to add to the display in the village. The date for the planting was agreed – 26<sup>th</sup> October.

**11. To confirm by resolution that documentation is in place for the LCAS Foundation Award**

The Clerk read out the criteria for the above award, the PC agreed that the documents listed were published online or in place. To meet the criteria – 'Council contact details and councillor information in line with the Transparency Code' the Council agreed to register for a domain name and generic email package from IT company 1and1, this will be £2 per month. Councillors will then be set up with their own email addresses.

**12. To discuss the progress of the Risk Management Group**

Some assessments have been completed, Clerk to organise a meeting for October.

**13. Highways – the Council will discuss any Highways issues**

- The Clerk will contact Andy Wallace from NCC Highways for an update on resurfacing of the junction to New Road from the A47 and issues at Cedar Grove.

#### 14. Planning

- Any applications to consider  
19/01514/F - Remove existing conservatory and build a new single storey, brick room on the same footprint at The Old Post Office The Green North Runcton King's Lynn Norfolk PE33 0RB  
 No Comment  
  
19/01582/CU | Change of use from residential dwelling to storage building | Grange Farm Cottage Rectory Lane North Runcton King's Lynn Norfolk PE33 0QT  
 No Comment
- Decisions received from BCKLWN  
19/01012/F – Westering, 7 common Lane - Extension – Application Permitted  
19/01063/F – Sorrento, 50 West Winch Road, rear extension – Application Permitted  
19/00948/F – Southfields, Common Lane extension – Application Permitted
- Comments made to the BCKLWN  
 None

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

- The meeting with WSP to discuss the relief road further was cancelled in June, awaiting another date. NCC have agreed to contribute money to the road build.
- The NP group were invited to attend a meeting at the BC about self build, but did not feel they needed to attend.

#### 16. Correspondence

|          |            |                                                                                                                                                                                                                          |
|----------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15/07/19 | Resident   | - Asking for the matter concerning the use of herbicides to kill off vegetation on the common be brought to the PC for discussion. <i>Discussed in Item 1. The grazier wishes to control ragwort, docks and thistle.</i> |
| 24/07/19 | Resident   | - Questions relating to a leaflet distributed amongst residents of The Green and School Lane reminding them of parking restrictions on The Green. <i>To be discussed by the risk management group.</i>                   |
| 01/08/19 | Resident   | - Asking if anything can be done about the uncut piece of common behind the houses on the A10. <i>Cllr J Fuller has cut this.</i>                                                                                        |
| 15/08/19 | Norfolk CC | - Informing the PC of inspections of roadside trees with a primary focus on identifying ash trees. <i>The PC owns very little land and no ash trees – but will respond.</i>                                              |
| 20/08/19 | CPRE       | - Advising of a change of focus for the organisation, to put forward more positive solutions to promoting, enhancing and protecting the countryside. <i>Noted</i>                                                        |

#### 17. Finance

- To consider the use of money from the Lord of the Manor

Ideas for use of the money were considered. It was agreed to allocate £1,000 to the conservation volunteers and to pay for the Christmas tree.

**b) To hear an update on Cashbook balances - 1<sup>st</sup> July – 31<sup>st</sup> July 2019**

|              | <b>Opening Balance</b> | <b>Less May</b> | <b>Less DD's</b> | <b>Add income</b> | <b>Closing Balance</b> |
|--------------|------------------------|-----------------|------------------|-------------------|------------------------|
|              | <b>01/07/19</b>        | <b>Chqs</b>     |                  |                   | <b>31/07/19</b>        |
|              | £                      | £               | £                | £                 | £                      |
| NRPC Account | 37,677.70              | 696.07          | 0.00             | 2,524.30          | <b>39,505.93</b>       |
| VMP Account  | 264.69                 | 259.70          | 497.24           | 2,144.95          | <b>1,652.70</b>        |
|              |                        |                 |                  |                   | <b>41,158.63</b>       |

**c) The following payments were considered for approval;**

| <b>Date</b>                     | <b>Supplier</b> | <b>Description of Service</b>                                  | <b>Amount<br/>on Invoice<br/>£</b> | <b>VAT element -<br/>non recoverable<br/>£</b> |
|---------------------------------|-----------------|----------------------------------------------------------------|------------------------------------|------------------------------------------------|
| <b><u>From VMP Account</u></b>  |                 |                                                                |                                    |                                                |
| <b><i>Aug Chqs</i></b>          |                 |                                                                |                                    |                                                |
| 15/07/19                        | D Friend        | PAT Testing                                                    | 25.00                              | 0.00                                           |
| 05/08/19                        | R Curtis        | Salary 6 <sup>th</sup> July – 5 <sup>th</sup> August 2019      | 143.00                             | 0.00                                           |
| 05/08/19                        | R Curtis        | Hall Cleaning – 10/07, 17/07, 01/08                            | 77.00                              | 0.00                                           |
| 05/06/19                        | R Curtis        | Expenses                                                       | 10.24                              | 0.00                                           |
|                                 |                 |                                                                | <b>255.24</b>                      |                                                |
| <b><i>Sept Chqs</i></b>         |                 |                                                                |                                    |                                                |
| 05/08/19                        | R Curtis        | Salary 6 <sup>th</sup> August – 5 <sup>th</sup> September 2019 | 143.00                             | 0.00                                           |
| 05/08/19                        | R Curtis        | Hall Cleaning – 12/08, 30/08                                   | 66.00                              | 0.00                                           |
| 03/09/19                        | AMR             | Supply and installation of heating system                      | 6,457.32                           | 0.00                                           |
|                                 |                 |                                                                | <b>6,666.32</b>                    |                                                |
| <b><u>From NRPC Account</u></b> |                 |                                                                |                                    |                                                |
| <b><i>Aug Chqs</i></b>          |                 |                                                                |                                    |                                                |
| 31/07/19                        | CGM             | Grass Cutting – 1 <sup>st</sup> July                           | 30.06                              | 0.00                                           |
| 17/07/19                        | BCKLWN          | Election Recharge Costs                                        | 95.05                              | 0.00                                           |
| 05/08/19                        | R Curtis        | Clerks Salary 6 <sup>th</sup> July – 5 <sup>th</sup> Aug 19    | 544.33                             | 0.00                                           |
| 05/08/19                        | R Curtis        | Expenses                                                       | 9.17.00                            | 0.00                                           |
| 10/09/19                        | R Morrish       | Wall Clock                                                     | 7.00                               |                                                |
|                                 |                 |                                                                | <b>685.63</b>                      |                                                |
| <b><i>Sept Chqs</i></b>         |                 |                                                                |                                    |                                                |
| 05/09/19                        | R Curtis        | Clerks Salary 6 <sup>th</sup> Aug – 5 <sup>th</sup> Sept 19    | 544.33                             | 0.00                                           |
| 05/09/19                        | R Curtis        | Expenses                                                       | 21.00                              | 0.00                                           |
| 31/08/19                        | CGM             | 30/05 and 31/07                                                | 60.12                              | 0.00                                           |

|          |       |                                        |               |
|----------|-------|----------------------------------------|---------------|
| 10/09/19 | NRPCC | Contribution to Churchyard Maintenance | 325.00        |
|          |       |                                        | <b>950.45</b> |

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

- There is early morning activity in the BT yard, it was suggested it could be Highways vans, Clerk to investigate.
- Winter talks at the VMP about the conservation volunteers was suggested.
- It was agreed to look into holding a quiz night in January.

**17. Items for future agenda**

- Review Buttercups fees

**18. Date of next meeting – Tuesday 8<sup>th</sup> October**

Future meeting dates – 12<sup>th</sup> November, 10<sup>th</sup> December

The meeting closed at 9.50pm

Signed ..... 8<sup>th</sup> October 2019