

North Runcton Parish Council

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

Tuesday 12th October 2021 7.45pm

Present: Cllr R Morrish (Chair), Cllr J Fuller, Cllr P Yallop, Cllr B Houchen, Cllr S Palmer, Cllr L Gunn

In attendance: The Clerk – Rachel Curtis - 4 members of the public

1. To accept any apologies - Cllr K Stevens, Cllr K Fuller

2. To follow the procedure to co-opt a Councillor

Two candidates expressed an interest to fill the vacancy, however, only one could attend the meeting. Councillors agreed that to consider both candidates fairly the co-option would be postponed to the November meeting when hopefully both will be able to attend in person.

3. Declaration of Interest / Dispensation in items on the Agenda - None

4. County and Borough Councillors Matters

County Cllr Moriarty had sent a written report which was circulated to all Councillors prior to the meeting including news of bids for environmental schemes and information about organising a platinum jubilee celebration in June 2022. The memorial plaques which have been commissioned by Lady Dannatt are now being distributed to Parishes. Councillors confirmed their view that it wasn't a scheme they felt was relevant.

Bor Cllr Simon Nash reported on the following;

He is in the process of re-writing the Borough Council's Unreasonably Persistent Complainants Policy.

Work is ongoing with the audit department and procurement investigation in relation to contracts.

The Stakeholders meeting at the Borough Council to receive an update on the West Winch Relief Road is due to take place on 1st November.

Cllr Nash will look into the map area covered for the Town Deal Fund to check if the A10 is included and to see if North Runcton should be involved in this process.

5. Public Participation

- Cllr Morrish will attend the Remembrance Day Service on the 11th Nov and lay the wreath.
- PCC Update - the churchyard tidy up was successful with 13 people helping. The Norfolk County Council Social Infrastructure grant has been successful with £7,000 being awarded, the PCC now have 71% of the total funding to start work on the internal facilities, which include toilets and a kitchenette area. This work is needed to be done to be able to carry out more fundraising events to generate more funding opportunities. There is a larger problem with the building in that the structural damage could be linked to an underground vault, further investigation required. Land Registry mapping confirms that the Coffin Way previously discussed at PC meetings does not belong to the Church.

6. To approve the Minutes of the Parish Council Meeting held on 7th September 2021

The Council approved the minutes and the Chairman duly signed.

7. Clerks Report on any matters arising from the minutes of 7th September and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

- Work has been completed on the bus shelter on the A10 and works to the VMP.
- Submissions have been made to the Local Plan Review, Cllr Gunn expressed her thanks on behalf of the PC to Cllr Morrish for his efforts in compiling these.
- CIL funding has been offered for the flood alleviation work. Cllr J Fuller noted that any works must be planned to avoid causing flooding elsewhere. Funding will be accepted, but more investigation to be done to plan the exact areas of work.

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

Fiona King has now taken over co-ordination of the speed watch rota and John Braybrook volunteered to manage the SAM2 signs and take readings etc – Clerk to organise training for him.

9. To report on VMP management matters

- Cllrs Morrish, Gunn and the Clerk carried out the VMP risk assessment prior to the meeting and the Clerk will work through matters identified.
- Cllr Morrish will investigate reported mice activity in the outside storage building. Cllr Palmer will clean the vents in the heaters. Hirers are beginning to increase, some parties have been booked and a regular yoga class has now started on a Monday night.

10. North Runcton and Hardwick Common Volunteers Update

- A work day has been arranged for 30th October at Sheeps Course Wood, 8 volunteers will attend to replant some hedging.
- Cllr Morrish to co-ordinate with Cllr J Fuller to put up the owl box.
- Bulb planting to take place on 7th November, 10.00am, meet on Village Green.

11. Action Planning – to consider PC events/projects for 2021

- It was suggested that the PC could possibly arrange an event for June 2022 in line with the Queen's platinum jubilee celebrations, further discussion required. For the Golden jubilee a tea party was held with a village history exhibition. Suggested that this might be worth repeating. Cllr Morrish asked whether Cllr K Fuller could again look into obtaining a facsimile of the former School diary – which has a unique record of village life over more than a century ...
- No further low carbon newsletters have been produced, it was agreed to await the outcome of the COP26 summit and react to that.

12. Highways – the Council will discuss any Highways issues

Cllr Morrish summarised an email exchange with Highways England regarding the felling of a veteran oak tree on the A47. Highways England said that 'Upon reflection, the tree should have been managed through some sympathetic crown management and the tree could have been retained with a reasonable healthy crown. However, we believe that the decision to reduce the tree to a monolith was made based on the asymmetric crown, the heavy lean towards the carriageway as well as the cavity on the main stem and other cavities within main structural limbs.

With regard to communication, we agree regarding the importance of communication with stakeholders such as yourselves. We will therefore request for North Runcton Parish Council to be included on National Highway' stakeholder mapping tool, particularly in relation to tree and vegetation works on the A47 within the parish.'

13. Planning

- a) Any applications to consider – none
- b) Decisions received from BCKLWN – none
- c) Comments made to the BCKLWN - None

Cllr J Fuller voiced some concerns that many trees have been felled on the SDA site, Cllr Morrish to follow up.

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

As reported by Bor. Cllr Nash the next stakeholder meeting for the Relief Road will take place on 1st November. Clerk to confirm attendance of Cllrs Morrish, Houchen and Palmer and herself.

15. Correspondence

- Concern about the condition of Illington Lane after damage was caused by large vehicles creating ruts and now areas prone to flooding. The landowners have confirmed the situation will be rectified.
- Gingerbread House – complaints were received regarding builders damaging the Green. The applicant has indicated that the contractor will put right any damage, but confirmation of this has not been received in writing. It was suggested that applicants are contacted at the time of planning applications asking them to properly plan works and ensure measures are in place to safeguard adjacent property

throughout the works and that access requirements, deliveries, skips and contractor parking are fully considered.

16. Finance

a) **To review the accounts for the second quarter – April 21 – Sept 21**

Councillors reviewed the figures and had no comments.

The Clerk reported that the 20/21 accounts have been returned by the external auditor with no issues.

b) **To hear an update on Cashbook balances - 1st September – 30th September 2021**

	Opening Balance	Less Sept	Less DD's	Add income	Closing Balance
	01/09/21	Chqs			30/09/21
	£	£	£	£	£
NRPC Account	43,417.67	1,795.92	2.40	1.08	41,620.43
VMP Account	24,735.73	1,093.98	1,949.59	0.00	21,692.16
					63,312.59

The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
<u>From VMP Account</u>				
05/10/21	R Curtis	Salary 6 th Sept – 5 th Oct 21	152.88	0.00
01/10/21	Oc Boyd	Guttering and repointing work to the VMP	270.00	0.00
24/10/21	Mr Brights	Hall Cleaning - Sept	194.74	0.00
			617.62	
<u>From NRPC Account</u>				
05/10/21	R Curtis	Clerks Salary & Exp 6 th Sept – 5 th Oct 21	619.24	0.00
01/10/21	Oc Boyd	A10 Bus Shelter Maintenance	372.00	0.00
28/09/21	CGM	Mowing the Green	94.68	0.00
24/06/21	Royal British Legion	Poppy Wreath	25.00	0.00
13/10/21	R Morrish	Bulbs	60.00	0.00
13/10/21	Norfolk ALC	Clerks Training – Building Resilience	48.00	0.00
			1,218.92	

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

None

18. Items for future agenda

Co-option of Councillor

Report back from Stakeholder Meeting

19. Date of next meeting – Tuesday 9th November 2021

The meeting closed at 9.10pm

Signed 9th November 2021

DRAFT