

North Runcton Parish Council

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

Tuesday 14th October 2025 - 7.45pm

Present: Cllr R Morrish - Vice Chair (chaired the meeting), Cllr P Yallop, Cllr S Palmer, Cllr J Braybrook, Cllr M Mills, Cllr J Fuller

County Cllr J Moriarty. 6 members of the public

In attendance: The Clerk – Rachel Curtis

1. **To accept any apologies** – Cllr K Fuller, Cllr B Houchen, Cllr K Williams
2. **Declaration of Interest / Dispensation in Items on the Agenda** – Cllr Yallop – item 15.

3. **County and Borough Councillors Matters**

Cllr Moriarty sent his report prior to the meeting to which there were no questions. In addition he reported that the next stakeholders meeting for the West Winch Growth Area will take place mid-November. And Local Government Reorganisation is still being discussed and debated at Borough and County level.

4. **Public Participation**

Items were raised as follows.

- The Church Warden gave a brief update on the Lottery Heritage fund bid – much work is being done behind the scenes at the moment and if funding is awarded when work is started the Church will be out of commission for around 20 weeks – potentially Aug – Dec 2026. This would prevent events being held in the Church. The PCC are considering organising a summer fete to be held on the Green and it was asked if the PC would help. Councillors agreed to support such an event. Ken also asked if the VMP would be available for use to host sessions such as the community hours and other small gatherings during this time. This was agreed by the PC and the hire to be free of charge.
- Following on from a matter raised at the last meeting, Cllr Moriarty confirmed that Hall Drive will be included on the street sweeping schedule from now on. ACTION: Clerk to confirm with NCC that the road is on their system as an adopted road and ask for a street sweeping schedule.
- Clarification on a matter raised at the last meeting regarding the costs of a brown bin – Cllr Nash was not at the meeting, so this will be deferred to the next meeting.

5. **To approve the Minutes of the Parish Council Meeting held on 9th September 2025**

The Council approved the minutes and the Vice Chairman duly signed.

6. **Clerks Report on any matters arising from the minutes of 9th September 2025 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting.**

- Cllr Fuller said he is still waiting for permits to allow work to be done to clear the pond on the Common. To follow up next meeting.
- The phone box remains unpainted and now the season has changed Cllr Braybrooke has volunteered to do the work in the spring/summer next year.
- The Clerk explained that the PC will need to comply with 'Assertion 10' at the next AGM. This is regarding data protection responsibilities and digital governance. Actions which will need to be taken include a change of email address for the Clerk to a .org or .gov address. Adoption of an IT policy and certain FOI documents being required to be published on the website. The Clerk to work on this and will give an update at the next meeting.

7. **All Saints Church's Heritage Fund Grant bid – group to present the findings and proposals around the Activity and Interpretation Plan**

Cllr Palmer gave a presentation on work carried out so far in order to meet the requirements to bid for National Lottery Heritage Funding. The consultation has taken place and comments were shared which were all positive in response. The vision that is being presented to secure the future of the Church being a

community asset and accessible for all is widely accepted and supported by all stakeholders. The application will be submitted by March 2026.

8. To consider Biodiversity and Action Planning within the Parish

Cllr Palmer has arranged a litter pick for 25th October and the RRT are kindly providing breakfast.

9. To report on VMP Management Matters

- *To consider Buttercups request for permission to complete outside area improvements*
Buttercups have formally requested permission for the scheme discussed at the last meeting to replace the shed with a more open structure, add some portable low-level fencing and add some new play equipment to the walls which they will fund themselves. Councillors unanimously agreed to give permission for this to go ahead.

- *To discuss quotes for resurfacing the outside yard*

Cllr Braybrook obtained 3 quotes to resurface the outside yard with a resin covering, Councillors discussed the suitability and longevity of this product concluding that compared to wetpour or matting this was a suitable alternative, although Cllr Braybrook could not provide an indication of a guarantee period for the work. Cllr Braybrook proposed to go ahead with a resin resurfacing and to accept the quote from MGM. The majority of Councillors present voted to go ahead with a resin surface in the outside yard.

The funding of this work was then discussed, Councillors considered that the request for a new outside surface came from Buttercups, however the work would enhance the area for all to use. Cllr Palmer proposed that the PC contributes £2,100 towards the cost of the resin surfacing which is 50% of the total. Also within the quote was an additional £450 to replace the drainpipe and some fascia to match, he proposed that the PC should fully fund the cost of this work as maintenance to the building. The majority of Councillors present accepted to fund £2,100 towards the cost of the resurfacing and £450 for the drainpipe and fascia work.

Before proceeding with any work Cllr Morrish requested that Cllr Braybrook set up a meeting with the contractor to discuss the elements in detail on site. There is an option of a 'soft resin' alternative product which needs to be discussed.

10. North Runcton an Hardwick Conservation Volunteers

See Item 8.

11. To consider additional dog bins in the Parish

It was accepted that installation of additional dog bins in the Parish is expensive and instead Councillors discussed ways of encouraging dog walkers to pick up after their pets. Additional signage in the village was discussed and agreed in principal although Councillors felt that they did not want too many signs put up. ACTION: Clerk to investigate how to report dog fouling.

12. Action Planning – to consider PC goals for 2025/26

Thanks were extended to Lee Stevens for a very good talk about beekeeping, although it was poorly attended.

Archaeologist John Duffy will speak about the archaeological investigations that have been undertaken in relation to the WWHAR road – Tuesday 18th November – 7.45pm

Quiz Night – 28th November

13. To complete the review of risk assessments

Matters identified as needing attention:

Sealant needed on the bus shelter roof on the A10.

A 'crown clean' of the beech tree on the green. Cllr Morrish to obtain quotes to be done before spring.

Repair needed of the gate and repaint at the end of the Church path.

One post on the Green is rotting at the base and unstable.

There are still some assessments outstanding, this item to be added to the November agenda.

14. Highways – the Council will discuss any Highways issues - none

15. Planning

25/01601/F - Demolition of Existing Caravan Park Shop and Reception Building and

Construction of New Shop, Reception, Cafe and Salon and additional 16 car parking spaces. at King's Lynn Caravan And Camping Park

Cllr Yallop left the room while Councillors discussed the application. It was agreed that the proposed amenities will probably benefit local residents. ACTION: PC to support the application.

16. To hear any other planning issues relevant to the Neighbourhood Plan

Cllr Morrish has spoken to West Winch PC to propose that 'light touch' revisions are made to the current Neighbourhood Plan so that the plan can be 'rolled over' for another 15 years (as agreed by NRPC at the last meeting). WWPC have now confirmed support for this proposal. He will now approach BCKLWN officers to ask for them to agree to this plan.

17. Correspondence

- Following on from his presentation at the September meeting Rod Kelly wrote to the PC responding to some points which had been raised.

Reduction of the speed limit on Rectory Lane. NCC not opposed. It will require a later Traffic Regulation Order amendment.

Regarding provision of a footpath alongside Rectory Lane. The request is taken on board and will need to be looked at in detail with the appointed contractor.

Regarding providing a southbound public access to the WWHAR from Chequers Lane. They have no plans to change the existing design in spite of concern from the PC and residents of rat running causing future problems on Common Lane (the *Twisty Twiney*).

A link was sent for the Hardwick Road Bus Service Improvement Plan. (No proposal for a bus-only lane on the Hardwick Roundabout)

A link was sent for the King's Lynn STARS project. (Mainly works to Railway Road).

- A resident asked for the matter of dogs roaming freely on the Green to be addressed. It was noted that as discussions in item 11, this is unacceptable and dog owners should not allow dogs to stray by themselves and foul public areas.

18. Finance

a) Notice of conclusion of the audit from PKF Littlejohn has been received with no raised matters.

b) To hear an update on Cashbook balances

	Opening Bal	- Expenditure	+ Income	Closing Bal
	01/07/25 £	£	£	30/09/25 £
NRPC Account	18,303.03	7,144.67	10,385.13	21,504.29
VMP Account	4,653.56	7,608.14	3,700.07	1,417.13
Redwood Savings	30,000.00	0.00	0.00	30,000.00
				52,921.42

The following payments will be considered for approval for October;

Date	Supplier	Description of Service	Invoice amount
VMP			£
15/09/25	R Curtis	Expenses	91.65
05/10/25	R Curtis	Clerks Salary – 06/09 – 05/10/25	236.06

24/10/25	Mr Brights	Microfibre Mop and Floor Cleaner	157.47
			485.18

NRPC

29/07/25	R Curtis	Clerks Salary – 06/09-05/10/25	787.69
23/09/25	All Saints PCC	Grass Cutting Contributions	325.00
01/09/25	Key Grounds Maintenance	July – Aug 25 Grass Cutting	180.00
			252.00
			1,544.69

19. Public Participation

A resident mentioned the dangerous contractor parking on the corner of Rectory Lane while building works are being completed. ACTION: Make resident aware.

20. Items for future agenda

Review of remaining Risk Assessments

21. Dates of next meetings –11th November 2025, 9th December 2025

The meeting closed at 10.05pm

Signed 11th November 2025