

North Runcton Parish Council

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

Tuesday 11th February 2020 7.45pm

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

In attendance: The Clerk – Rachel Curtis - 2 members of the public

1. Apologies

Cllr K Fuller and Cllr K Longhurst – work commitments

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

Cllr J Fuller – Item 8

3. County and Borough Councillors Matters

Borough Councillors Gidney and Nash did not attend the meeting.

4. Public Participation

Nothing was raised.

5. To approve the Minutes of the Parish Council Meeting held on 14th January 2019

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 14th January and subsequently any matters arising that have been actioned not on the agenda for this month's meeting

The PC is currently in the 14 day period of the casual vacancy notice, following the resignation of Lucy Davies. This ends on 13th Feb when if no election has been requested the BC will give notification for the PC to proceed with co-option.

- British Gas have refunded the cumulative amount of DD overpayment, £1,860.24.
- It is understood Cllr Longhurst is working on a plan for the shelving in the bus shelter for the book swap.
- Both Cllr Morrish and Cllr Longhurst followed up with Julian Fuller about the Love Lane Bridleway and he has suggested Tharros are willing to plant a hedge alongside the track.

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

Cllr Stevens presented his monthly report, of the 2 recent speedwatch session there was vehicle recorded as speeding. Westcotec have been contacted to look at the sign as it is thought to be faulty.

- Cllr Yallop reported that the 30mph sign near the caravan site has fallen down, the bottom of the post has rusted through – Clerk to report.

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

- No communication from the SDA.
- Anglian Water works are progressing well and it is thought to be ahead of schedule.
- The PCC work to link water to the Church is due to go ahead in the half term holiday.

Cllr Morrish presented 3 quotes he had obtained for a new notice board to go on the side of the bus shelter on The Green. Cllr Stevens proposed to go ahead with the board from Kings Lynn signs, in order to support a local company and the price was very competitive, this was seconded by Cllr Gunn and unanimously agreed.

9. To report on VMP management matters

- The front door has been adjusted following the wood swelling.
- Buttercups requested a closure to be put on the back door, the carpenter carried out this work and it was agreed that the PC will pay and then recharge Buttercups.

- The taps in the toilet have been replaced.

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

- Cllr Fuller has obtained a licence and machine to enable removal of bulrushes on the Common (Pond 1), although newts have already been spotted so may have to postpone to next winter.
- Further to talk by Nar Valley Ornithological Society, Cllr Morrish proposed to ask residents if they would help with a survey of birds across the Parish. Council supported sending a leaflet out.
- The next NR and Hardwick Volunteers workday will be Saturday 15th Feb where some tree planting will be completed – pending weather.

11. Action Planning – to consider PC goals for 2020

- VE Day – At 2.30pm there will be readings in the Church and the bells will be rung at 3.00pm. Following this tea and cakes will be served at the VMP where Cllr Morrish is hoping to have a display of historical information. The Flukes have kindly said they will play, and produce a songbook, the PC agreed for their logo to go on this.

12. Highways – the Council will discuss any Highways issues

- The Clerk has reported the large pothole on New Road near the caravan site.
- Work to make good the surface of the Twisty Twiney has been completed.
- The Clerk will meet with the new Highways manager on 24th Feb.

13. Planning

- a) Any applications to consider - None

- b) Decisions received from BCKLWN - none

19/01976/F – Holly Lodge, 17 Common Lane, Ground Floor and 1st floor extension - Permitted

Clerk awaiting clarification on application 20/00015/F, single storey rear extension at Mancroft, 40 West Winch Road as to how this differs from the original planning application made in 2018.

- c) Comments made to the BCKLWN

None

The Parish Council viewed plans of the proposed entrance work to commence on the new Clay Pit (Setch Road) – which is expected to begin in the next month or so.

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

Cllrs Morrish, Houchen, Stevens and the Clerk will attend a meeting on 13th Feb to hear an update on the plans for the West Winch relied road.

15. Correspondence - None

16. Finance

The Parish Council agreed to appoint Will Border as their internal auditor for the 19/20 accounts. Will is Responsible Finance Officer for North Wootton PC and has recently completed internal auditor training with the Norfolk PTS.

a) To hear an update on Cashbook balances - 1st Jan – 31st Jan 2020

	Opening Balance 01/01/20	Less Jan Chqs	Less DD's	Add income	Closing Balance 31/01/20
	£	£	£	£	£
NRPC Account	24,450.31	618.64	2.40	70.00	23,899.27
VMP Account	916.11	234.10	494.05	3,487.35	3,675.31
					27,574.58

The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
05/02/20	R Curtis	Salary 6 th Jan 20 – 5 th Feb 2020	148.85	0.00
05/02/20	R Curtis	Hall Cleaning – 08/01, 14/01, 23/01, 29/01, 05/02	114.50	0.00
11/02/20	R Curtis	VMP Expenses	21.69	0.00
28/01/20	TJE Joinery	Work on Front Door	84.00	0.00
28/01/20	TJE Joinery	Closure on Back Door	108.00	0.00
09/02/20	AF &D Bowman	Taps in toilet	117.84	0.00
			594.88	
<u>From NRPC Account</u>				
27/01/20	Norfolk ALC	New Cllr Training – Cllr Gunn	72.00	0.00
05/02/20	R Curtis	Clerks Salary 6 th Jan 20 – 5 th Feb 2020	565.78	0.00
28/01/20	R Curtis	McAfee – virus protection	49.99	0.00
			687.77	

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

Nothing to report.

18. Items for future agenda

Nothing at present.

19. Date of next meeting – Tuesday 10th March 2020

Future meeting dates – 7th April 2020, 12th May 2020

The meeting closed at 8.45pm

Signed 10th March 2020