

North Runcton Parish Council

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

Tuesday 13th March 2018 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Lee Stevens, Cllr Paul Yallop, Cllr Barry Houchen, Cllr J Fuller, Cllr A Dobbing, Cllr K Fuller, Cllr K Longhurst, Cllr L Davies

In attendance: The Clerk – Rachel Curtis

11 members of the public

1. Apologies for Absence

None

2. To invite the newly elected Councillor to sign the Declaration of Acceptance of Office

Cllr Morrish welcomed Mrs Davies to the Council, the Clerk witnessed Mrs Davies signature of the declaration of office.

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

Cllr J Fuller – Item 10

4. County and Borough Councillors Matters

Cllr Gidney reported on the following –

- Gayton Inquiry – Decision on 20th December, Inspector found that BC had 5 year land supply, but went on to grant permission for the development of 15 houses. This goes against the BC policy and another hearing will take place.
- IDP for West Winch Growth Area – Borough Council questioned as to how much progress has been made on this, Cllr Gidney trying to find out more.
- Changes to the planning decision making process – There will now be a Sifting Panel to ensure that the right applications go to Committee and those where there is no discretion or public interest are determined under delegated powers.
- Cllr Gidney congratulated the Parish Council on their community involvement and debate.

5. Public Participation – all members of the public welcome – 10 minute session

- A parishioner thanked both candidates for putting themselves forward for the recent election, 36% turnout. He thought it indicated that parishioners valued elections.
- Cedar Grove – a resident is unhappy that there is still a 50m stretch of footpath still to be finished. The surface of the path became unsafe in the recent cold/icy weather. Clerk to contact Highways.

6. To approve the Minutes of the Parish Council Meeting held on 13th February 2018.

Cllr Longhurst asked for the following inclusion to Item 8 – ‘A Councillor stated that he thought this high cost could have been avoided.’ With this addition the Council approved the minutes and the Chairman duly signed.

7. Clerks Report on any matters arising from the minutes of 9th January 2018 and subsequently any matters arising that have been actioned not on the agenda for this month’s meeting

- VMP Fundraising – the Quiz night which took place on 23rd February was a successful event which raised £370.50.
- The phone is now installed at the VMP and working well for Buttercups with an amplifier attachment to enhance the ring.
- Scottish Power Bill – Offer of £50 compensation was declined, a deadlock letter was issued by Scottish Power. Clerk has referred this to the Ombudsman for investigation.
- General Data Protection Regulations – The Parish Council is a processor of personal information and is therefore required to comply with these new regulations. Following NALC training, the Clerk will begin working straight away on documenting what information is processed and how. Work to be

completed includes recording flow of personal information, impact assessments, and impact of risk, privacy statements and a new policy and procedure document.

8. To set a date for the Annual Residents Meeting

This will take place on 15th May 2018 and follow a similar format to previous years.

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

Cllr Stevens stated that the sign is still with the manufacturer for repair and should be returned in a week or so.

10. To hear an update on matters relating to the SDA site and School Lane

Cllr Morrish reported that he, the Clerk, Cllr Yallop and Cllr Longhurst had met with representatives from the SDA on 8th March, the minutes from the meeting are as follows;

1. Ongoing Plans for the site:

Road and services in

6 cabins being finished

Next will be clubhouse and 4 more cabins

Expect to open for operations – spring 2019

Expect to complete the build – summer 2020

At full capacity they expect to operate with 250-300 on the site.

There was some discussion of how the site might benefit NR residents. There might be access to paths around the site. Some potential to visit or use the Clubhouse. It was noted that planning condition 11 specifically excluded certain sorts of use.

2. New Road Access

Planning consent seems likely this month.

Some planning conditions are anticipated (eg ecological mitigation – Newts)

However – assuming no major delays the contractors believe the road could be built in 4-5 weeks.

After this all future construction and site traffic would enter and leave the site via this road.

3. School Lane – Future Use

The meeting discussed what traffic, if any, would need to use the School Lane access in future.

Access to Wood Cottage would continue. Access to '39 Runcion Hall' needs further discussion. It was noted that Planning condition 13 and 18 restrict the operations that can be undertaken from that dwelling.

Discussion of future maintenance and delivery vehicles and 'Satnav mistakes'. How to avoid this unwanted traffic.

It was agreed that a written agreement about how the road was to be used would be required for future surety – and this will need to be agreed by solicitors. Further discussion required.

4. Current Impacts to Roads

It was agreed that School Lane is in poor repair and needs urgent attention. The Contractors have been patching the section beyond the VMP – and it was noted that they previously offered to patch the section owned by NRPC.

They again offered to patch all potholes along School Lane.

It was agreed that this offer would be discussed at the PC meeting on 13th – and if agreed, could they do it asap.

As a goodwill gesture the SDA would be willing to consider total resurfacing of School Lane after their works are complete. (Date of 'completion' to be agreed).

It was noted that for the SDA board to agree this expense (estimated to be at least £20,000-£30,000 of work) they might need to agree it as a 'joint project' with NRPC.

5. Contacts / Communications

It was agreed that official contacts were needed between the SDA and the Parish. A need for open channels to discuss any issues arising. In the first instance this would be RM/RC as Chair and Clerk of the Parish Council and Fred Shone for SDA.

It was agreed that after consent for the new road access was confirmed, that a new meeting should be

arranged, probably on site, to discuss further details of the development – including mitigation for neighbours, and item 3 above.

The following points were discussed;

- Cllr K Fuller queried the youth camps and what facilities they would use. It had been stated that the toilets and showers in the cabins and clubhouse would be used for these events.
- Cllr Dobbing thought there would be a need for clear signage from the top of School Lane, at New Road junction to make it clear that there is no access to the SDA site.
- Cllr Yallop said that at the proposed site meeting, further discussion could take place as to the formation of the buffer around the edge of the site, especially the boundary with the back of School Lane residents. Cllr Longhurst stated this should be clarified in the letter to the SDA and how the site operations will proceed.
- A resident, speaking on behalf of residents of School Lane stated that they would want there to be a legal agreement setting out the future use of the road.
- A resident questioned the future use of the road by the resident of 39 The Green, the understanding is that this property forms part of the SDA site and should abide by any restrictions given there.
- There was a query about whether the postcode can be changed at the site to allow for accurate satnav use.
- A resident asked about how the PC would keep parishioners informed about further discussions with the SDA, and it was agreed that this could be addressed at the Residents Meeting and perhaps future leaflets. The Parish Council agreed that should any monies be donated to it, the way in which it was used should take account of residents views.
- Cllr Morrish proposed that the PC accept the SDA offer fill the potholes along School Lane using cold macadam and this would be ongoing for as long as they are using the road until the new road is in place. This was seconded by Cllr Dobbing and unanimously agreed.
- Cllr Morrish proposed that a letter be sent to the SDA with the minutes of the meeting as confirmation of what was discussed. Agreed.

11. To consider quotes for the grass maintenance contract for 2018

The PC considered 3 quotes obtained by the Clerk and unanimously agreed to go with CGM, being the cheapest contractor. Clerk to confirm if this price will be fixed for a 3 year term.

12. To consider quotes for resurfacing the path to the Church across the Green

A contractor quote was compared to a price given by Cllr J Fuller to fill the potholes. The contractor quoted £2,000 and Cllr J Fuller quoted £400. The PC unanimously agreed to Cllr J Fuller carrying out the work, this will be done when the road had dried out, hopefully in the next few weeks.

13. To update the Council on correspondence regarding the listing of the war memorial

Historic England contacted the PC in January to inform them that the war memorial is being assessed for listing as part of Historic England's World War Commemoration project. As it is historically unclear as to who actually owns the memorial, both the PC and Parochial Church Council commented to say they supported it being listed.

14. To hear an update on the condition of 'Love Lane'

Cllr Morrish has spoken to Julian Fuller, (Tharros Farm Manager) who has offered to repair wear and tear to the central section of this track and suggested meeting someone on site to discuss this. Cllr Longhurst volunteered to do this. Cllr Morrish also reported that Tharros would consider any suggestions for new tree or hedge planting on their land if it didn't conflict with their farm operations. Suggested that further thoughts on this might be discussed at the Residents Meeting. Cllr Dobbing asked if there had been any progress on the digging out of the clay pit nearby, which would lead onto this land. However planning permission for this work is still not granted.

15. To discuss any progress made on increasing the Bus Service in the village

Cllr Morrish has spoken to the owner of Lynx, who didn't dismiss the idea of reviewing the frequency/times of Lynx buses through the village. He said he will come back to Cllr Morrish. He also spoke to West Norfolk Community Transport – who suggested looking into the Dial a Bus scheme, awaiting more information. The Community Car Scheme is another option, where people can apply to become designated drivers – again more details have been requested. A resident suggested that a list of community drivers could be drawn up. The PC felt that these options might be a positive step in trying to improve transport links for the village.

16. To consider any matters to raise at the upcoming annual Common Rights Holders Meeting

The last meeting was held in April 2017, and it was agreed it was beneficial and should be held annually - but it wasn't agreed who would call the meeting. Cllr J Fuller (the Common Reeve) said that the majority of the common rights holders felt there was no need to call another meeting this year – as there were still matters to be resolved from last years meeting. Confirming/updating the register of rights holders with County Hall is proving to be a more lengthy process than anticipated. Cllr Dobbing read a letter from a resident stating some issues of concern regarding the Commons, particularly the length of time cattle were on the common and confusion over protocol with the common gates. It was confirmed that in theory cattle are permitted to graze 365 days a year and 24 hours a day, but that it was up to the common rights holders to confirm/agree the details with the grazier. The need for new signage and the possibility of cattle grids was discussed – the expense and red tape associated with the latter had been identified previously – but as a long term idea it shouldn't be dismissed. People are now regularly parking on the Common, which is not permitted. Neighbouring residents may need to be leafleted if the problem persists. Cllr Morrish circulated a draft design for an information sign being prepared by Peter Lemon. Comments were made. A final draft can be circulated to Councillors. Further discussion of common matters might be possible at the Residents Meeting in May.

17. Highways – the Council will discuss any Highways issues

- Cllr Longhurst questioned the signage which the PC put up at the top of School Lane at the junction with New Road. He is of the view that the signage should state it is a private road. Cllr Stevens spoke to David Mills at County Hall who has clarified that he thinks putting up a sign to state it is a private road is not needed and misleading. The road is a public right of way, for non-vehicular access and the current wording on the sign is appropriate and clear. Cllr Longhurst stated his concern of the protection of the road for the future, and pointed out that residents of School Lane have an easement on their deeds. The present wording had originally been agreed with the PC solicitor. Cllr Morrish suggested that when a meeting is arranged with the PC's solicitor regarding the road in terms of the SDA, that Cllr Longhurst also attends, and this issue could also be discussed. Agreed.
- Cllr Morrish asked if there were any other Highways issues and the matter of builders vans and lorries parked on the pavements was mentioned again. Cllr Stevens will put a note in the Parish Newsletter asking people to park considerately.

18. Planning

- a) Any applications to consider;

18/00262/F – The Russetts, 26 Rectory Lane – extension and alterations

This application was considered and the PC agreed to comment 'The property presently has a distinct and nicely proportioned front elevation and not sure that plans will honour that. There is some concern this will spoil a distinctive established dwelling.'

18/00417/LDP | Lawful Development Certificate: Continued residential use of caravan within curtilage of property | The Toll House Lynn Road Middleton King's Lynn Norfolk PE32 1RQ

Retrospective application for permission has been sought for lawful use of the caravan at the Toll House. Cllr Yallop has researched this application and confirmed that there is history that proves there has been lawful use which is incidental to the use of the house. The PC agreed to support the application but would ask for some screening in the form of hedging.

Decisions Received from BCKLWN

None

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

The Borough Council were unsuccessful in their bid for a £9.5million grant to begin the relief road. This now raises a question over when the development may start. Highways England still have a holding objection over the Hopkins application which relates to the road. No further news regarding the Infrastructure Delivery Plan, therefore the suggested briefing by the Borough Council for the PC has been put on hold.

20. Correspondence

- A) BCKLWN – Comments requested on the Borough’s Tree Strategy
PC agreed for Cllr Morrish to make a comment on behalf of the PC, which will concern whether the strategy has any political backing and therefore the means to be able to carry out the aims included in it.
- B) A user of the VMP asking for the PC to pay for her car repair, as she believes the drivers front wheel was damaged by pot holes outside the VMP.
The PC is sceptical that such damage would have been sustained pulling away from the VMP, given the speed at which she would be travelling. Respond by saying the PC is sorry that this has happened, but it is not prepared to accept responsibility for this damage – given the information so far received.
- C) A resident raising the ongoing problem of dog waste being left and not cleared up by owners.
- D) A resident making comment that the quiz night was a great success and suggests it being held every 4-6 months to raise income for the village.

21. Finance

- a) To hear an update on Cashbook balances - 1st February 2018 – 28th February 2018

	Opening Balance 01/02/18 £	Less Feb Chqs £	Less DD's £	Add income £	Closing Balance 28/02/18 £
NRPC Account	10,600.31	4,761.10	0.00	35.00	5,874.21
VMP Account	10,028.39	498.51	220.66	491.50	9,800.72
					15,674.93

- b) The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
14/02/18	Krystal Kleaning Ltd	Hall Cleaning for Jan and Feb	356.40	
13/03/18	R Curtis	Clerk Salary 14 th Feb – 13 th 2018	90.74	
13/03/18	R Curtis	Phone for VMP	29.98	
			477.12	
<u>From NRPC Account</u>				
28/02/18	BCKLWN	Dog Bin Collection 17/18	247.10	0.00
22/01/18	NALC	Spring Conference	27.50	0.00
13/03/18	R Curtis	Clerk Salary 14 th Feb – 13 th Mar 18	428.33	0.00
13/03/18	R Curtis	Expenses – Postage	10.30	0.00
13/03/18	R Curtis	Expenses – Voice Recorder	39.99	0.00
			753.22	

The Parish Council agreed to pay the above.

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

- The PC needs to be clear on how the road will be resurfaced by the SDA and what materials will be used.
- Confirm the weight restrictions in place in the village – the Clerk has already contacted Highways for this information.
- (Via Email) Do the PC intend to require those commissioning works throughout the village, to re-instate all damaged roadways, verges, footpaths and the edges of the common etc. It is thought that badly parked cars, machinery and a very wet winter have contributed to this.
- Comments that the bulbs are looking nice around the village.

23. Items for next meeting agenda

- SDA update
- Cllr Morrish and the Clerk noted that the agenda is published 5 days before the monthly meeting and reminded Councillors that they can request any items to be included before then.

Items identified for Residents Meeting

- Hedging and Tree Planting suggestion for Tharros?
- SDA progress to inform residents
- Commons Issues

24. Date of next meeting – 10th April

Future meeting dates – (8th May – Annual Meeting of the Parish Council, 15th May – Annual Residents Meeting)

Risk Management Group to meet on 19th March. Cllr Morrish asked if Cllr Longhurst and Cllr Davies would attend, and Cllr Yallop said that he would step down, but offered to assist in future if required.

The meeting closed at 10.00pm

Signed 10th April 2018