

North Runcton Parish Council

Minutes of the North Runcton Parish Council Meeting held via Zoom due to the Coronavirus restrictions in place

Tuesday 9th March 2021 at 7.45pm

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

In attendance: The Clerk – Rachel Curtis, Bor Cllr Gidney, Bor Cllr Nash, Bor. Cllr Moriarty

- 1. To accept any apologies – none received**
 - 2. Declaration of Interest / Dispensation in items on the Agenda – Cllr Yallop - Item 15. Planning**
 - 3. County and Borough Councillors Matters**

Bor. Cllr Nash said he was awaiting further correspondence regarding the Relief Road.
Bor. Cllr Gidney reported on the following:

 - The application for development behind the Esso garage on the A10 has been refused.
 - Many applications are now being submitted with little detail on how drainage will be addressed, this is unhelpful when considering applications.
 - 4. Public Participation**

Nothing raised.
 - 5. To approve the Minutes of the Parish Council Meeting held on 9th February 2021**

The Council approved the minutes and the Chairman duly signed.
 - 6. Clerks Report on any matters arising from the minutes of 9th February 2021 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting.**
 - The Clerk will attend a report writing course on 12th March.
 - The Clerk gave an overview of a briefing session run by Community Action Norfolk on Good Neighbour Schemes. Although attended for her work with North Wootton PC the Clerk has information and contacts if NRPC ever plans to move forward with any such scheme.
 - Cllr Williams will attend the next SNAP meeting in April.
- The Armed Forces Covenant Pledge**
Cllr Williams gave feedback from the webinar she attended and Councillors felt it was important to adopt this. The template sent by the Clerk was reviewed and one addition was suggested; to pledge that the war memorial in the churchyard is to be well maintained. Cllr Williams proposed acceptance of this pledge and this was seconded by Cllr Stevens and unanimously agreed.
- 7. To consider quotes for the grass cutting contract**

The Clerk was only able to obtain 1 quote, this was from CGM. Their price is fixed for 3 years with an increase of £1.25 per cut from last year to £26.30. Cllr Morrish proposed acceptance of the contract, this was seconded by Cllr Houchen and unanimously agreed.
 - 8. To hear reports taken from the SAM2 Vehicle Activated Speed Signs**

The sign will be re-instated at the end of March and the speedwatch sessions will resume.
 - 9. To hear an update on issues relating to School Lane**
 - Cllr Morrish has received a reply from the SDA detailing the following:
 - 20 cabins and the leisure building have been completed
 - There will be limited use by the Church from 12th April.
 - Documents are currently being put together to close outstanding planning issues

- The hole in School Lane will hopefully be filled shortly.
- The contents of the deed is being discussed internally and the aim is to finalise by the end of March.
- Paul Woods remains the point of contact.
- Cllr Morrish has asked an expert to look at the ice house which is located on the SDA site and research its origins. This is with a view to advise on its preservation and maintenance and look into the possibility of listing the building. This structure is of local interest and there could be scope for an interpretation board to be put there.
- It is still unclear as to whether the SDA would seek to amend the planning conditions to allow residents to use the facilities. Councillors discussed how people would access the site as vehicles are not allowed along School Lane, this could lead to people parking on the Green to walk through if they did not wish to drive to the new access. This would need further discussion if the situation changed.

10. To report on VMP management matters

- The door was removed in February and has been repaired.
- The Hall is booked to be used as a polling station on 6th May for the Police and Crime Commissioner elections, the Borough Council will carry out a risk assessment 2-3 weeks prior to this. The Buttercups have cancelled their session on Friday 7th May to allow the Hall to be deep cleaned after use the day before. Clerk is in contact with Mr Brights to arrange this.
- There has been some interest by groups to return to using the Hall possibly after Easter and a wedding reception booked for July. Councillors agreed that the Risk Management Group should meet in the next few weeks to discuss multiple use of the Hall.

11. To discuss the recent flooding issues and approve the CIL application

Councillors reviewed the work done already to complete a CIL application for work to try and reduce the height of the water table in flooded areas around Common Lane. The flooding issue has led to a problem with rats in Chequers Lane which the Borough Council are going to investigate. An initial quote for ditching work is £2,000, however it is thought this could be done cheaper. Councillors were happy with the content of the application and the work proposed to alleviate the flooding issue, Cllr Morrish proposed it be submitted to the Borough Council and this was seconded by Cllr Williams and all agreed.

12. North Runcton and Hardwick Conservation Volunteers update

Cllr J Fuller reminded the group that permission needs to be sought from the Common Reeve before any work is done on the Commons. This was noted and Cllr J Fuller was offered an apology for the recent erection of bird boxes before he had approved it.

13. Action Planning – to consider PC goals for 2020

- The Low Carbon Group have produced their second newsletter about food waste reduction, the third will have a similar theme as there is much information on this subject. The Clerk will seek a quote for printing these and Cllr Williams will seek a second quote. Cllr Moriarty advised that distribution would be possible based on the guidance given by the Borough Council for election materials. As per government guidance, large groups are discouraged.
- Cllr Williams tried to arrange a local litter pick on Setch Road, but at present the Borough Council are advising against these taking place and are not picking up rubbish from these collections. She will liaise with Cllr Stevens to organise one in the next month or so.

14. Highways – the Council will discuss any Highways issues

- Work has started on some of the potholes being filled.
- There is damage to the carriageway on the exit to the A10 at the Hardwick Roundabout, the surface is breaking up and holes appearing – Clerk to report.

15. Planning

Applications to consider –

- 20/01969/F - Extensions and alterations to dwelling with detached garage and workshop with landscape works incidental to the development at 1 Cedar Grove North Runcton King's Lynn Norfolk PE33 0QY, Amended Drawings - **No comment**

- 21/00318/F - Garden Room to rear of dwelling at Sandringham Lodge 1 Babingley Place West Winch King's Lynn – No Comment
- Agree response to new documents recently uploaded - 13/01615/OM Outline Application: development of up to 1,110 residential units (Class C3); primary school (Class D1); local centre (Class A1, B1, D1, D2); public open space, landscaping and highway access onto A47 and A10. | Land West of Constitution Hill Constitution Hill North Runcton Norfolk PE33 0QP –
- ***New documents have recently been uploaded regarding transport, ecology, and surface water strategy, Councillors reviewed the comments drafted by Cllr Morrish and agreed the response to be submitted to the Borough Council.***

Decisions received from BCKLWN – None

Comments made to the BCKLWN – None

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

West Winch PC have objected to the proposed roundabout on the A10 as part of the developing plans in the West Winch Growth Area. They engaged an independent traffic consultant - Create Consulting Engineers to carry out work after raising queries in the transport strategy and accuracy of work done by Atkins. NRPC were asked if they would contribute to the cost of this and Councillors felt that a third of the fee would be an acceptable sum, given NRPC is smaller than West Winch. Cllr Palmer proposed £325 is given to WWPC and this was seconded by Cllr Gunn and unanimously agreed.

17. Correspondence

- Cllr Houchen has received a complaint about the dog waste bin on the Hardwick Common being full to overflowing most of the time. It is suspected there may be owners who are bringing waste from their own gardens to dispose of it in the 'public' bin. Clerk to contact the Borough to ensure it is being emptied regularly.
- Cllr Houchen has spoken to a resident who's property backs onto Hunters Rise, there is an issue with overgrown trees. He has advised the resident she is allowed to cut down any overhanging branches on her property. Clerk to respond and confirm this. It was suggested that the resident should be liaising directly with her neighbours and that this wasn't really a Parish Council matter.
- The Clerk has received correspondence from NALC to advise that at present the Coronavirus Act pertaining to local government holding virtual meetings comes to an end on 7th May. Although this is subject to change, the PC needs to be aware that returning to the VMP for face to face meetings will need to be managed carefully to ensure safety for all.

18. Finance

a) To hear an update on Cashbook balances - 1st Feb – 27th Feb 2021

	Opening Balance 01/02/21 £	Less Dec Chqs £	Less DD's £	Add income £	Closing Balance 27/02/21 £
NRPC Account	27,516.72	646.56	2.40	0.00	26,867.76
VMP Account	6,160.49	347.62	133.50	10,647.50	16,146.87
					43,014.63

The following payments were approved for payment.

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
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			£	£
<u>From VMP Account</u>				
19/02/21	Steward Safety	Annual Service – fire extinguishers	43.80	0.00
	Supplies			0.00
12/02/21	Mr Brights	Cleaning – Feb 21	146.06	
05/03/21	R Curtis	Salary 6 th Feb – 5 th Mar 2021	152.88	
05/03/21	R Curtis	Expenses – Toilet Rolls	7.50	
			342.74	

From NRPC Account

05/03/21	R Curtis	Clerks Salary 6 th Feb – 5 th Mar 2021	586.56	0.00
05/03/21	McAfee	Anti-Virus	89.99	
26/02/21	BCKLWN	Dog Bin Emptying	282.67	
			959.22	

The invoice from TJM Joinery has not been received for the work done to the VMP door. It is expected to be £150 and Councillors agreed for the Clerk to pay before the next meeting to show the expenditure in this years accounts.

To appoint an Internal Auditor for the 20/21 accounts

The Clerk reported that Will Border is happy to audit the accounts again this year. All Councillors in agreement.

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

- Cllr Moriarty said there may be some funding available from the Borough Council for additional expenses due to the VMP being used as a polling station – Clerk to enquire.
- Councillors acknowledged that the frequency and intensity of bonfires is becoming a regular nuisance and many residents are complaining. Offenders are apparently inconsiderate of wind direction. Wet and green material causes excess smoke. Burning building waste on construction sites is illegal without a permit. Cllr Stevens will draft a ‘bonfire etiquette’ document to put on the website and promote by the Low Carbon Group.
- Cllr Morrish has been in contact with the Police as 2 men have been seen in the village trying to sell door to door. This could be in relation to a burglary in a nearby village and the Police have asked if anyone has any CCTV footage to contact them as it may help with their enquiries.

20. Items for future agenda

None raised at the meeting

21. Date of next meeting – 13th April 2021, 4th May 2021 (Annual Meeting)

The meeting closed at 9.20pm.

Signed 13th April 2021