

NORTH RUNCTON PARISH COUNCIL

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

Tuesday 8th July 2014 7.45pm

Present: Cllr Richard Morrish (Chairman), Cllr Ann Towler (Vice-Chair), Cllr Richard Markham, Cllr Jeremy Fuller, Cllr Barry Houchen, Cllr Mike Laing, Cllr Paul Yallop, Bor. Cllr June Leamon, Bor. Cllr Paul Foster

10 members of the public were also present

1. Apologies for absence

None

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

None

3. County and Borough Councillors Matters, PCSO's Report

Cllr Foster reported on some enquiries he has made at the Borough Council regarding many people having to live in accommodation not suited to their needs when there are over 11,000 houses recorded as having no usual occupant. There is concern around proposed development of land and the risk of flooding at West Winch meadow.

Cllr Leamon reported that the electoral registration system is changing to individual registration where every elector in a property is required to register instead of the householder. LDF is still ongoing. Improvements are planned for King's Lynn bus station, information is available online. It was noted by Cllr Foster that this is being funded by S106 money from Sainsbury's new store (which is in North Runcton), although the parish have received nothing. He suggested requesting future S106 money for community needs.

4. Public Participation – all members of the public welcome – 15 minute session

Drivers are still leaving the common gates open, PCSO's have been informed and are monitoring the situation and visiting the site.

5. To approve the Minutes of the Parish Council Meeting held on 13th May 2014

Agreed – Proposed by Cllr Markham and Seconded by Cllr Houchen – Chairman signed.

6. To report only on any Matters Arising from the Minutes

Any rubbish seen on the Twisty Twiney or anywhere in the village to be reported to the Borough Council fly tipping team – details on the website.

Neighbourhood Plan Update – Meeting took place with Ian Parks (County Transport Officer), discussions as to how traffic flow can be improved at Hardwick Roundabout. Consideration of impact of new development proposed in the town is the key driver. The study is still ongoing with Borough Council, County Council and Highways Agency working together. A copy of the Neighbourhood Plan has been submitted as a draft to Borough Council for comments. BCKLWN Detailed Policies and Site Plan (new Local Plan) will go to Cabinet in July and full Council in September, with further chance for community comment in autumn.

Cllr Markham gave an update on the War Memorial restoration, cleaning has been completed and re-engraving work to start 9th July. A re-dedication service is to be held 9th August at 2pm. Cllr Morrish proposed that a wreath be purchased on behalf of the Parish Council, Cllr Markham seconded and the vote was unanimous. A parishioner will purchase the wreath and the Clerk will arrange re-imburement for the cost.

The new vicar is planning to have regular services on a Sunday afternoon. The church has requested to use the VMP toilet facilities at the time of these services and also for a wedding on 2nd August. Whilst Cllr Morrish is away, Pat Clough will retain his key for this use.

7. Election of 2 new Councillors

Kerry Fuller and Gill Sergeant were invited to speak at the meeting giving their reasons of wishing to become a Councillor. Kerry spoke first and said she was born in North Runcton and was passionate about the village and would like to have more involvement. Cllr Morrish proposed Kerry should be co-opted, Cllr Towler seconded and the vote was unanimous in favour. Gill spoke about her experience of being a parish councillor at Dersingham parish council, and although only living in North Runcton for 3 years, had a great fondness for the village. Cllr Markham proposed Gill should be co-opted, Cllr Morrish seconded and there was a majority vote of 5 in favour. Kerry and Gill will be invited to attend the next meeting to sign their declaration of office forms by the Clerk.

8. Financial Regulations

Cllr Morrish detailed some amendments be made to point 5.2, and proposed that the document be adopted, this was seconded by Cllr Markham and vote was unanimous in favour. Clerk to action.

9. Disciplinary and Grievance Policy

The disciplinary procedure was discussed and amendments made to the term Appeals Panel, it was felt that this panel should be made up of 3 Councillors who would not be involved in the initial disciplinary process. And any appeal to a decision would be made within 7 days. Some minor amendments to the grievance policy and procedure were discussed. Cllr Morrish proposed that both these documents be adopted with the amendments made, Cllr Markham seconded and the vote was unanimous in favour. Clerk to action. Cllr Markham also suggested that all Councillors are given a folder containing all adopted Parish policies and procedures, it was felt that this would be a good idea.

10. Website

It was decided to remain with the NALC based website. Cllr Morrish has made some suggestions for amendments, Clerk to implement. The availability of copies of the minutes was discussed; the Clerk will contact the Parish Newsletter with a piece asking for contact details to form a mailing list.

11. Bus Shelter

Cllr Morrish proposed to accept the quote from Calvert, Brain & Fraulo Ltd for £300 plus VAT, Cllr Houchen seconded and the vote was unanimous in favour. Clerk to instruct contractor to proceed.

12. School Lane road surface management

Cllr Fuller made a declaration of interest in this matter.

In response to the recent risk management review it was discussed whether the existing informal arrangement whereby Cllr Fuller fills any holes with macadam as and when he has spare material was sufficiently rigorous to discharge the PC's duty of care as the road owners. There are various issues with the road – which is not constructed to adoptable standards, but is largely a reasonable surface. Further discussion agreed – but it was also agreed to get additional civils advice and costs to repair the uneven sections. Cllr Morrish proposed that 3 quotes are sought for filling the pot holes in the road and 3 further quotes for recovering the road, seconded by Cllr Markham, the vote was unanimous in favour.

13. Fire Risk Assessment Quotes

Cllr Markham had spoken to 3 companies; Robert Wise, JKB Fire Risk Assessment and New Flame to obtain 3 verbal quotes. Cllr Morrish proposed that the Clerk contacts contractors again for written quotations, seconded by Cllr Towler and the vote was unanimous in favour. Clerk to also contact Chubb for a price for servicing the extinguishers.

14. Dog Bins

Cllr Morrish had prepared a piece on 'dog etiquette' for all which he read out. It was suggested that this is put up on the notice board in the village and also added to the website and a piece included in the parish magazine in order to 'educate' dog owners. Cllr Morrish proposed that 1 new dog bin purchased as per the quotation considered at the last meeting to be wall mounted at the side of the VMP, Cllr Yallop seconded and the vote was unanimous in favour. Clerk to purchase. It was mentioned that future consideration should be given to another bin being positioned at the other side of the Parish at Hardwick Common.

15. Old Chairs surplus to requirement at VMP

Cllr Morrish explained there are a number of chairs in an outside storage shed at the VMP that are no longer used and proposed that these be sold and the proceeds used to buy items for the VMP. Cllr Markham seconded this and the vote was unanimous in favour. Cllr Morrish to organise the sale via Ebay in August.

16. Highways Issues

Cllr Morrish and the Clerk reported they had visited Andy Wallace at the Highways department in King's Lynn and that many of the issues that are raised frequently at Parish Council meetings are already included in planned maintenance work to be carried out by Highways in the future. These include the Twisty Twiney and drains on the A47.

17. Planning

a) Applications to consider

14/00945/F – 2 Hunters Rise, West Winch, PE33 0NW, Proposed extension and alterations to dwelling
14/00943/F – 2 Hunters Rise, West Winch, PE33 0NW, Proposed extension and alterations to garage

These were considered, comments to be submitted to the Borough Council by 23rd July.

b) Morston Point – by Morston Assets

Cllr Morrish detailed the proposed plans which include a large cinema, food outlets and supermarket.

c) Decisions received from BCKLWN/NCC

None

18. Finance

The Clerk presented a budget monitoring report - In the budget for the year 2014/15 the PC allowed £7,101 for income and £7,492 for expenditure. The actual to the end of June shows £7,591 for income and £3,597 expenditure. Therefore the overall budget is on track as at the end of June with a current surplus of £3,994.

The following payments were considered for approval

Mrs R Curtis	11 th June – 8 th July Clerk Salary	229.95
Mrs R Curtis	Postage	2.03
Mrs R Curtis	9 th July – 12 th August Clerk Salary	229.95
CGM Landscapes	Grounds maintenance for June	67.27
TOTAL		529.20

All the above items of expenditure were agreed to be paid.

19. Items for next meeting agenda

Quotes for work on School Road

Notice Boards – Cllr Houchen to look at repairs to board on A10 bus shelter

20. Date of next meeting – Tuesday 9th September (No August meeting)

The meeting closed at 9.45pm

Signed

9th September 2014