

NORTH RUNCTON PARISH COUNCIL

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

Tuesday 9th September 2014 7.45pm

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

7 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 Leamon thanked all involved for a lovely service for the re-dedication of the War Memorial.

She also reported on the following schemes and events happening in the Borough;

- Campaign called Kickstart - to help young people with transportation by way of a Moped loan
- New action on air quality in Gaywood and London Road, drop in sessions to be held at Gaywood Library 11th Sept 2-8pm, and King's Lynn Library 17th Sept 10am – 4pm
- Changes to kerbside collections from 1st October, additional items will be allowed in the recycling, information to be sent the each household
- Classic Car Day on Tuesday Market Place and Heritage Open Day – Sunday 21st September
- New Electoral Registration canvass ongoing
- A number of parks in the King's Lynn area have achieved green flag status
- A new homelessness strategy is being put in place, comments to be made to the Borough Council by 17th Nov
- Consultation period shortly for a proposed access way from Edward Benefer Way to Lynnsport
- ALIVE leisure trust incorporating leisure centres within the Borough and the Corn Exchange has gone live
- There is a fund available for the victims of recent flooding in the area – contact the Borough Council for more information
- National Rivers Trust Fun Day – Sunday 14th Sept at Knights Hill
- Next SNAP meeting 17th September at Shouldham
- Cllr Leamon will make enquiries as to who the PCSO is for the North Runcton area as it is believed there have been some changes

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

- A Parishioner reported that he had spoken to a group of people collecting rubbish within the Parish recently who were from McDonalds – Clerk to follow up and formally thank them
- Some Parishioners felt that the recent patching up of tarmac on New Road was substandard – Clerk to report to Highways
- Harvest Supper to be held on 8th October - £10 per head

5. To approve the Minutes of the Parish Council Meeting held on 8th July 2014

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

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

- The Council agreed that the rededication of the War Memorial was a great success and brought many villagers together for the service. Cllr Morrish thanked Cllr Markham for his work on the War Memorial committee, he reported that he had formally thanked in writing the British Legion, namely Julian Kirk, Lillian Fisher and David Skeritt for their work. Thanks was also extended to Rev Riaz and everyone who gave donations and also helped on the day with refreshments and flower arrangements. Future plans for the memorial in conjunction with the PCC are a path and plaque.

- Cllr Morrish reported that he had a key to the VMP cut for Pat Clough for use by the Church and the Clerk to confirm that no payment is required for the key as it remains the property of the Parish Council.
- The new dog bin has been erected near the VMP, Clerk has contacted the Borough Council to add to the collection contract. Consideration should be given for another bin at the Hardwick Common end of the Parish.
- Cllr Morrish reported that despite listing the 20 chairs from the VMP store twice on eBay, none have sold, Cllr Sergeant suggested listing them in pairs.

7. Newly co-opted Councillors to sign the Declaration of Acceptance of Office

Kerry Fuller and Gill Sergeant signed the above document, Clerk to hold on file. It was discussed that there is a requirement to have 3 nominated Councillors to represent the Hardwick side of the Parish – to be discussed at next meeting.

8. Complaints Procedure, Freedom of Information Policy and Training Policy

The Council discussed the above policies and procedures and voted unanimously to adopt all 3 with some minor amendments as discussed;

Training Policy – Proposed – Cllr Sergeant, Seconded - Cllr Markham

Freedom of Information Policy – Proposed – Cllr Houchen, Seconded - Cllr Markham

Complaints Procedure – Proposed – Cllr Fuller, Seconded - Cllr Houchen

9. Bus Shelter on the A10

The Council discussed the recommendations made by Calvert, Brain and Fraulo for the repair of the shelter. Cllr Fuller to draw up a specification and obtain prices for the next meeting.

10. School Lane, road surface management

This item will be discussed at the next meeting

11. Fire Risk Assessment at VMP

Cllr Morrish proposed that the Council accept the quotation from Robert Wise at £100 plus VAT, this was seconded by Cllr Markham who agreed to meet with Robert when he carries out the assessment. Clerk to arrange.

12. Notice Boards

Cllr Houchen volunteered to repair the notice board on the bus shelter on the A10. The Council discussed options for utilising the bus shelter on The Green to make it more of a community information point. Cllr Markham to look into putting a larger board on the inside of the shelter to allow for more space to display a full set of minutes and other village news.

13. Village Sign

The Parish Council has a quote from a sign writer to repaint the sign, and carry out the work in his workshop. However, after investigation by Cllr Fuller, Cllr Markham and Cllr Towler it was reported that the sign is unable to be removed from the post due to the wood swelling around the bolts. Cllr Houchen will speak to the sign writer again.

14. Village Meeting Place

a) Electrical Improvement Works

Cllr Morrish proposed that OJS electrical carry out the improvement works required at the VMP at an estimated cost of £230 plus VAT, Cllr Markham seconded this and the vote was unanimous.

b) Clean-Up Day for outside store

Cllr Morrish proposed Saturday 4th October and suggested that refreshments may be provided, Clerk to arrange a poster for display asking for volunteers

c) Plans for improving the outside store

An indicative cost for work on the roof was presented at £1,207. Clerk to seek 2 more quotes.

d) Other matters – crockery

Phyllis and Linda to put together a list of requirements for crockery.

15. Highways Issues

a) Overgrown hedge at The Lodge, Rectory Lane

Clerk to write to owners asking them to maintain the hedge so that the footpath can be used.

Clerk also reported that the Highways Rangers will visit North Runcton w/c 22nd September to carry out work as required. The vegetation has already been removed from the A10 Bus Shelter; the other item reported to them was a request to clear an overgrown Bridleway on Rectory Lane.

16. Planning

a) Applications to consider

None

b) Applications responded to

14/00945/F – 2 Hunters Rise – noted concern about the additional vehicles using the A10

14/4000/OM – Morston Point – objected to the application for change of use

14/01189/F – 1 East Anglia House, 1 West Winch Road – objected due to intensifying traffic onto the A10

c) Decisions received from BCKLWN/NCC

14/00945/F - 2 Hunters Rise, West Winch, PE33 0NW. Proposed extension and alterations to dwelling – application granted

Some Councillors voiced concerns around discussing planning applications via e-mail if the deadlines for comments fall between meetings. Clerk to follow up and ensure that the way decisions are made is legally binding and also investigate Councillor training/information for planning matters.

17. Neighbourhood Plan Update

The Neighbourhood Plan is to undergo a pre-examination by a planning examiner. From this review the plan will be tweaked as required and then the community consultation period will take place.

18. Correspondence

a) Mole activity on The Green

The Parish Council thanked Mr Robinson for bringing this matter to their attention.

b) Section 106 Monies

Councillors feel there is a need to lobby Borough Councillors to bring awareness about issues in the Village to the attention of the Borough Council. Cllr Morrish stated that to get all the relevant information together to put a case forward would take a little time. Cllr Leamon to follow up and make enquiries at the Borough Council.

19. Finance

a) Mazars external audit statement

The Clerk reported that the External Auditor Statement has been received stating that the Parish Council's accounts for 2013/14 met relevant legislation and regulatory requirements. The statutory notice is now on display on the notice board for a period of 14 days.

b) The following payments were agreed to be paid

Proposed by Cllr Morrish and seconded by Cllr Markham

		£
Mazars	Fees for external audit work undertaken	120.00
CGM Landscapes	Grounds maintenance for August	67.27
Mrs R Curtis	13 th August – 9 th September Clerk Salary	229.95
Mrs R Curtis	Postage	15.08
		432.30

Payments made since last meeting

Kew Grasscare	Spray weeds off on village green area	144.00
W. Kent Memorials	Refurbishment of North Runcton War Memorial	3,382.80
Calvert, Brain & Fraulo	Structural survey on Bus Shelter adjacent Esso Garage, A10	360.00
CGM Landscapes	Grounds maintenance for July	67.27
Glasdon UK Ltd	Dog Bin	100.80
Norfolk Training	Initial Training for Clerk	45.00
Partnership		
OJS Electrical	Electrical Testing at VMP	366.00
BCKLWN	War Memorial re dedication service booklets	25.74

It was noted that the payment to W. Kent Memorials and BCKLWN was made from the War Memorial Fund and not the Parish precept.

20. Items for next meeting agenda

Nominated Councillors to represent Hardwick side of the Parish
Cost of repairs to bus shelter on A10
School Lane, road surface management

21. Date of next meeting – Tuesday 14th October

The meeting closed at 9.35pm

Signed

14th October 2014