

North Runcton Parish Council

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

Tuesday 9th February 2016 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Ann Towler, Cllr Paul Yallop, Cllr Jeremy Fuller, Cllr Barry Houchen, Cllr John Sherry

15 members of the public were also present

An audio recording of the meeting was made by a resident.

1. Apologies for absence

Cllr Gill Sergeant, Cllr Amanda Dobbing, Cllr Kerry Fuller

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

None

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

Cllr Anota reported the following;

- A meeting was held with the Borough Council to discuss the cumulative effect of planning applications in the Gayton area. The question asked was what would be the number of houses allowed for Gayton based on the 5 year plan and there were differing opinions. A resident asked a question; what numbers are the Borough Council looking at in terms of allowing housing developments in the Borough, the answer is 700 units per year, however the inspector could have a different view of around 900-1000. Each application is taken on its own merit and when the inspector is satisfied with the 5 year land supply then it will go back to the local plan.
- The leader of the Council, Nick Daubney is stepping down, elections will be held in April and a new leader in place for May.

Cllr Gidney reported the following;

- Another matter arising from the Gayton meeting is the sewerage supply. The National Planning Policy Framework states sustainability and Anglian Water are expected to supply services no matter what. They have their own 5 year rolling capital plan, which may not dovetail with all applications received from developers therefore making work unsustainable.
- It is now understood that the sperm whales that have beached at Hunstanton came into the Wash feeding on a type of squid.
- The Borough Council are keen for people to register their vote regarding the Police Commissioner, details online.

Cllrs Anota and Gidney both said that they are happy to answer any questions that Parishioners may wish to raise at the meetings.

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

Comments and questions from the public were as follows;

- There are still concerns about flooding on the Twisty Twiney, Cllr Morrish reported he had spoken to Highways and they will be doing some work next month, consisting of putting grates on the east side to drain into the west.
- Cllr Morrish reminded everyone to look out for toads along Common Lane when the weather warms up.

5. To approve the Minutes of the Parish Council Meeting held on 12th January 2016.

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 12th January 2016 and subsequently any matters arising that have been actioned not on the agenda for this meeting

- **Cedar Grove – Inspection of pavements** – Clerk chased Highways on the 18/01/16, at present a scheme has been identified for the area. Clerk to continue to monitor progress.
- **Flooding on the Twisty Twiney** – See public participation – above
- **VMP** – The annual electrical tests and fire equipment checks have been carried out satisfactorily.
- **Church Farm** – The parish council displayed information for this potential development on their notice boards and website, and sent a leaflet to every dwelling in the Parish asking for comments. A coffee morning was held at the Village Meeting Place on 23rd January 2016 for people to discuss the plans. 32 responses were received and forwarded to FW Properties in their entirety.
- **Queen's Birthday Celebrations** - The Parish Council have an opportunity to apply for a small grant (£250) in order to stage a 'community activity' to celebrate the Queen's 90th birthday in June. The grant application states that priority will be given to applications that 'promote wide community involvement'. The Parish Council needs to decide what it plans to do with the money in the application – which must be submitted by the end of February. A suggestion has been made that, if we received the grant, it might go towards paying for two planters that some residents have proposed at the entrance to Church Green – pending details of that proposal being acceptable to the Parish Council. The Clerk will post a notice on the website asking for suggestions by 19th February.

7. Feedback from the SDA Easement Ballot Sub-Committee.

Cllr Morrish began by saying that the Parish Council shared the frustration of others that the sub-committee to assist with organising the ballot was making very slow progress. The PC had initially felt that trying to get a legal document in place (the easement) would give the Parish Council a legal basis upon which to query any future change to the consented development at Runcton Hall, a contribution from the SDA for a third of future road maintenance costs and, a premium paid for the easement that would benefit the whole Parish. The concern raised by residents about the easement proposal had lead the PC to set up the sub-committee including non-councillors selected by residents. The Parish Council had been disappointed that some parishioners who had put themselves forward for the committee and were apparently well qualified (eg with legal experience) had not been selected.

Matters arising from the sub-committee meetings;

- There is disappointment at the lack of progress of the sub-committee and one meeting had not been quorate because councillors had been unable to attend. The Parish Council agreed that if Councillors couldn't attend they might be substituted at future meetings to ensure the meetings are quorate.
- There is some difference of opinion within the committee about producing information for parishioners to explain the ballot and what that information might say.
- A resident suggested that the contents of the easement should be openly discussed in public meetings.

Cllr Yallop gave some background information on the original planning application for 32 log cabins and explained that development cannot commence until 16 conditions are met, notably condition 14 involving widening of the road junction with New Road. A resident thanked Cllr Yallop for his contribution.

The next meeting of the sub-committee was set for Tuesday 16th February at 7.45pm at the VMP.

8. Planning Application Procedure

The Council agreed to adopt this following the annual review.

9. Councillor Training Policy

The Council agreed to adopt this following the annual review.

10. Equal Opportunity Policy

The Council agreed to adopt this following the annual review.

11. Sickness Absence Policy

The Council agreed to adopt this following the annual review.

12. The Annual Review of the Effectiveness of Internal Audit

The Council agreed to adopt this following the annual review.

13. The Annual Review of the Effectiveness of Internal Control

The Council agreed to adopt this following the annual review.

14. Planning

Applications to consider – 16/00050/F – Single Storey rear extension, link detached garage and rear dormer at Stud Farm, 52 Common Farm, North Runcton – The Parish Council will support this application

Decisions received from BCKLWN – 15/00090/TPO – 59 New Road, Fell Sycamore and replace with Oak Tree – Work Approved

Comments made to the Borough Council – None

15/01947/CU – Wood Cottage change of use of part of existing house to a self contained holiday let
- The Parish Council had previously stated there was not enough information to respond, correspondence was received from the resident of Wood Cottage asking if the Parish Council required more information regarding the application. In principle there are no objections but it was not clear how many additional cars this would create. Clerk to respond to Mr Gelder.

15. Neighbourhood Plan Update

The Neighbourhood team had a meeting on 22nd January to make alteration to the draft document and they were meeting the Borough Council on 22nd February to discuss the proposed changes.

16. The Clerk read out the correspondence list as follows;

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| A | 19 th January 2016 | VMP User | Does the Parish Council have any plans for the piano in the hall? Is the Parish Council in a position to have someone give it the once over and establish whether it is worth cleaning and tuning? |
| | | | Clerk to follow this up and get someone to have a look at it professionally. |
| B | 3 rd February 2016 | Borough Council | It was agreed at the Council Meeting on 28 th January that discounts relating to second homes be reduced from 5% to 0%, so there is no second home discount. As a result the tax base has increased in North Runcton from 254.0 to 254.3, therefore under this calculation; a Band D reduces from £59.40 to £59.33. |
| C | 5 th February 2016 | A Resident | Owner of 5 Common Lane wishes to apply for planning permission for a dropped kerb and gravel driveway to cross the grassed area in front of her cottage. Is it required to serve a planning notice on the owner? |
| | | | Cllr Morrish had been to visit the resident and explained that the Parish Council maintain the grass area but do not own it. She is advised to contact the Lord of the Manor and also the common rights holders. Cllr Fuller to inform Mr J Fuller. |

17. Finance

a) The Council agreed to make the following payments;

Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
<u>From VMP Account</u>		£	£

14/01/16	Mr Brights	Cleaning 7 th Dec – 1 st Jan	124.80	
			124.80	
<u>From NRPC Account</u>				
09/02/16	Mrs R Curtis	Clerk Salary, 13 th January 2016 – 9 th	331.22	0.00
		February 2016		0.00
09/02/16	Mrs R Curtis	Stamps and stationery	7.16	0.00
			338.38	

18. Items for next meeting agenda

- Representative from Middleton Aggregates to attend
- Set a date for the Annual Parish (Residents) Meeting

19. Date of next meeting – 8th March 2016

Sub-Committee Meeting 16th February 2016

(Future meeting dates – 12th April, 10th May, 14th June 2016)

The meeting closed at 9.45pm

Signed 8th March 2016