

North Runcton Parish Council

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

Tuesday 11th October 2016 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Kerry Fuller, Cllr Ann Towler, Cllr Paul Yallop, Cllr John Sherry, Cllr Amanda Dobbing, Cllr Barry Houchen (arrived at 8.15pm), Borough Councillor Peter Gidney

6 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 Gidney reported on the following;

- Following on from alterations to the bus route in North Runcton, Cllr Gidney spoke of the email sent to Cllr Anota from Toby Coke stating that NCC could consider providing a minibus if need can be proved. Cllr Dobbing said she would follow up with First Bus Service and Cllr Sherry said he would take the lead on conducting a survey in the village.
- The Site Allocations and Development Management Policy has been approved.

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

- There was some discussion on the bus service in the village, general feeling amongst residents is that the service was used by the elderly and mostly on Fridays.
- The clearing of the churchyard on 8th October was a successful event, well done to the PCC.
- A resident spoke again about the state of the pavements in Cedar Grove and Hall Drive, Clerk has reported to the Highways Office in King's Lynn and will write to Toby Coke.
- There are issues using the Borough Council planning portal since its upgrade, Cllr Gidney to report back.
- The hedge is overgrown into the road from the cricket pitch around the corner towards Common Lane, Cllr Towler to arrange for it to be cut back.
- Some residents have noted that the gates to the common are not easily visible when it is getting dark, Cllr J Fuller said he would look at putting reflectors on them and also clearer signage to tell people that when the gates are shut this means cattle are out.

5. To approve the Minutes of the Parish Council Meeting held on 13th September 2016.

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 13th September 2016 and subsequently any matters arising that have been actioned not on the agenda for this meeting

- **VAS Signs** – Proposed locations have been sent to Highways and awaiting feedback. Cllr Sherry will draft some wording for the application for parish partnership funding.
- **Sheeps Course Wood** – Clerk has reported to Highways a fallen tree and obstructions in the wood.

7. To hear letter of resignation from Cllr Gillian Sergeant

The Clerk read out the letter from Cllr Sergeant, giving her resignation as of 14th September. The Clerk reported she had informed the Borough Council and the notice of a Casual Vacancy is displayed until the 14 day waiting period is finished on 18th October.

8. To hear an update on the WREN grant application and to approve additional funding

Cllr Morrish gave a summary of the application which consists of the following;
Lobby and expansion improvement. DDA Access and Egress Improvements.
Roof Renovation and Main Hall Improvements. Consultant and Project Costs.

The maximum WREN could award the Parish Council is £45,000 (£50,000, less a third party contribution of £5,000 met by the PC). A project estimate has been prepared and used as the basis for the grant application – but could be subject to variation. Assuming the grant application is successful it is likely to be necessary to phase the works over at least 2 years and to commit Parish Council reserves. The Parish Council agreed to commit £20,440 from reserves. The Clerk will write a letter to WREN to confirm this. Additional fundraising will be required and will start immediately. A vote of thanks was given to Ian Bix who has donated work free of charge to develop the plans. Cllr Morrish will confirm whether planning consent will be required.

9. To confirm positions of bulbs for the planting event on 15th October

Cllr Morrish has purchased 3000 daffodils and 1000 snowdrops. A map of areas to be planted on the Green has been prepared and agreed with common rights holders. Planting will also take place in the churchyard and this has been agreed with the PCC. Cllr Yallop said he would plant some outside the caravan site as this is a main approach to the village. Volunteers have been asked to bring their own tools and appropriate clothing. Cllr Morrish will co-ordinate volunteers on the day. Kind donations have been received from Mr and Mrs Randall and Cllr Yallop which has covered half of the cost of the bulbs.

10. Highways – the Council will discuss any Highways issues

To confirm the issues discussed regarding Cedar Grove and Hall Drive, the Clerk has written to Andy Wallace at Highways and will write to County Councillor Toby Coke also.

11. Planning

- a) Any applications to consider;

Land North of Setch Road, Setch Road, Middleton, King's Lynn, Norfolk: Variation of condition 2 of planning permission C/2/2006/2032 to extend the duration of extraction until 31 December 2017.: Middleton Aggregates Ltd

No Objection

16/01731/F | Proposed rear and side extension | Common Farm, 18 Chequers Lane, North Runcton, King's Lynn, Norfolk PE33 0QN

No comment

- b) Decisions received from BCKLWN

16/01226/F – the Old Coal Yard, West Winch, extension – Application Refused

16/01398/F – 42 Rectory Lane, construction of a dwelling - Application Permitted

- c) Comments made to BCKLWN

None

12. Neighbourhood Plan Update

The SADMP document was approved in September. This, in conjunction with the 2011 Core Strategy forms the BCKLWN Local Plan until 2026. Modifications that affect North Runcton and West Winch include the Gravelhill site being reallocated for development. The Borough Council have now started work on the next local plan, which will go to 2036. With regard to the West Winch Growth Area, BCKLWN have now appointed consultants to prepare an Infrastructure Delivery Plan (Mott McDonald and Gerald Eve). We have been told the Borough Council has begun the process of applying for a government loan to pay for the relief road and other infrastructure. Comments have been returned from the Borough Council on the Neighbourhood Plan, they will give particular wording for the NP team to review.

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

A	15 th Sept 2016	BCKLWN	Council Tax Support Scheme Consultation open until 23 rd October to give views about proposals for 2017/18 scheme.
B	26 th Sept 2016	BCKLWN	LILY - The Living Independently in later Years scheme has been extended with the addition of LILY advisers who will attend events and activities in the community and they can also do home visits.
C	6 th Oct 2016	Highway Network Management	Documentation received seeking to establish whether there are any claimed public rights of way on land purchased by CTC Farming Partnership (affecting land in North Runcton and West Winch parishes). A deposit does not affect any existing public rights of way that are recorded on the definitive map and statement; the public can continue to use existing public rights of way as normal. The deposit is a statement from the landowner that they do not intend to dedicate any additional public rights of way over their land. An admission by the landowner of existing rights of way usually forms part of the deposit.
D	6 th Oct 2016	Cllr Anot	Bus Service to/from North Runcton. Toby Coke has stated there may be an opportunity for NCC to lay on a minibusservice, but would need numbers of people who used the former Konnect service and what the most popular times are.
E	11 th Oct 2016	BT	BT has been undertaking extensive research to identify public payphones that are no longer viable to keep. Currently 97 in the BCKLWN area proposed for removal. A 90 day consultation process will follow once the posting of notices is complete.
F	11 th Oct 2016	A Resident	Raising the issue of the state of the pavements at Cedar Grove and Hall Drive.

14. Finance

- a) To hear a summary of the half yearly accounts.

The Clerk presented the NRPC Income and Expenditure Account to 30th Sept 2016. Budgeted income is £15,528 against an actual of £15,385.15. Expenditure is budgeted at £15,528 against an actual of £7,120.86.

- b) To hear an update on Cashbook balances - 1st September – 30th September 2016

	Opening Balance 01/09/16 £	Less April Chqs £	Less DD's £	Add income £	Closing Balance 30/09/16 £
NRPC Account	28,840.47	664.27	11.00	3.69	28,168.89
VMP Account	8,307.82	666.77	50.40	970.00	8,560.65

- c) The following payments will be considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
12/09/16	Kevin Day	Carpentry Work	186.02	
22/09/16	WNDiS	Disability Access Audit	150.00	
29/09/16	Mr Brights	Cleaning 15 th Aug – 9 th Sept	31.20	
11/10/16	R Morrish	Fridge	25.00	
11/10/16	R Curtis	Salary 14 th Sept – 11 th Oct	89.79	
			482.01	
<u>From NRPC Account</u>				
08/08/16	Mazars	Audit Fee	120.00	0.00
18/09/16	NALC	Risk Management Training	40.00	0.00
28/09/16	CGM	Grounds Maintenance - Sept	67.27	0.00
27/09/16	R Morrish	Bulbs for planting event	212.21	0.00
11/10/16	R Curtis	Clerk Salary 14 th Sept – 11 th Oct	401.44	0.00
11/10/16	R Curtis	Expenses	14.20	0.00
11/10/16	HMRC	Clerk Tax for Period 5 and 6	22.60	0.00
			877.72	

The Parish Council agreed to pay the above.

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

- A resident supported the suggestion for reflectors on the common gates.

16. Items for next meeting agenda

- None for November
- Review VMP hire charge in January

17. Date of next meeting – Tuesday 8th November 2016

(Future meeting dates – 13th December 2016, 10th January 2016)

The meeting closed at 9.50pm

Signed 8th November 2016