

North Runcton Parish Council

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

Tuesday 14th November 2017 7.45pm

Present: Cllr Rick Morrish (Chair), Cllr Kerry Fuller, Cllr Amanda Dobbing, Cllr Lee Stevens, Cllr Paul Yallop, Cllr Barry Houchen. In attendance: The Clerk – Rachel Curtis
14 members of the public were also present

1. Apologies for Absence

Cllr John Sherry, Cllr J Fuller, Bor Cllr Peter Gidney, Bor Cllr Bal Anota

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

None

3. To acknowledge a Councillor Vacancy, agree a new cheque signatory and member of the personnel committee

Cllr Morrish said he had received a letter of resignation from Cllr Ann Towler after serving as a Parish Councillor for over 30 years and had reluctantly accepted it. All Councillors agreed they were sorry to see Ann go and agreed for the Clerk to arrange for flowers for her.

4. County and Borough Councillors Matters

There was no Borough Councillor present to give a report.

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

- A resident asked that a question be minuted and answered in item 13 on the agenda “How does continuous trespass along School Lane sit with the PC, when it is their responsibility to protect this asset of the village”.

6. To approve the Minutes of the Parish Council Meeting held on 10th October 2017.

The Council approved the minutes and the Chairman duly signed.

7. Clerks Report on any matters arising from the minutes of 10th October 2017 and subsequently any matters arising that have been actioned not on the agenda for this month’s meeting

- The Borough Council planning conditions on the development at 18 Common Lane confirmed that the boundary hedge would be re-instated.
- The Clerk attended a course on new Data Protection regulations, which will come into force in May 2018. NALC will give guidance on this in due course and appoint a Data Protection Officer to cover all member Parish Councils.
- The Clerk attended an Employment Seminar, this was a refresher course on all aspects of employment. All PC employment policies and procedures are up to date.
- Upon a request from a resident at the October meeting, the Clerk has requested costs of the Borough Council relating to the contaminated land investigation carried out on the Manor Farm site.

8. To hear reports taken from the SAM2 Vehicle Activated Speed Signs

Cllr Stevens produced reports from data collected from both the SAM2 signs.

- Rectory Lane - report was from 24/07/17 – 3/10/17 on Rectory Lane, which showed 11,932 vehicle counts with the maximum speed recorded being 65mph and the average speed was 27.4mph.
- The New Road - report was from 17/10/17 – 2/11/17, which showed a total vehicle count of 6,433 and maximum speed recorded on 55mph and the average speed was 26.5mph.

The Council agreed that the data was useful and that it was important to keep up the monitoring to build up a picture of traffic volume and speed – especially with new development and road works likely to result in increasing traffic through the village.

9. To hear a report on the recent bulb planting on 28th October 2017

Cllr Morrish thanked everyone who attended to plant around 2,000 bulbs along the verge of Rectory Lane.

10. To Update the Council on the Village Meeting Place Work

The floors were sanded and sealed over half term and all agreed it is a great improvement. There are a few teething problems with the thermostat in the front Hall, which are being sorted. All regular hirers are pleased with the improvements.

- The Official opening of the VMP and phone box gallery will take place on 25th November and attended by Cllr Bowers, the Mayor. Tea and cakes will be served in the Hall afterwards, donations of cakes would be welcomed. A representative from WREN is unable to attend, but has arranged a visit with the Clerk on 16th November to sign off the work. Local artist Austin Pearce will exhibit some of his work in the phone box. The 'Art Gallery' cabinet and the 'Museum' display boards have been purchased and Cllr Morrish will fit. Thanks to Cllr Stevens and Cllr K Fuller for painting the phone box and to Cllr Yallop for his donation towards the cost of the display units.
- The Clerk gave a financial summary of the VMP project work. The overall cost of the work, came to £135,126.11 inc.VAT. A breakdown of the costs and funding will be made public on the PC website.

11. The Council will review the current cleaning contract for the Village Meeting Place

The Council compared quotes obtained by the Clerk and it was decided to give notice on the contract with Mr Brights and instruct Krystal Kleaning to clean the Hall for 2 hours per week, at a cost of £38.40 per clean. It was noted that the cleaning product for the wooden floors is to be provided by the Clerk as neither companies could obtain the product at a cheaper price.

12. The Council will discuss the telecommunication facilities at the Village Meeting Place

Since the renovation work to the VMP roof the mobile phone signal is poor. This is an issue for Buttercups as they do not have a reliable means to contact parents or parents to contact them during session time. The Parish Council agreed to have a telephone line installed at a cost of £106 plus VAT, line rental £12 plus VAT, call charges 0.06p plus VAT to mobiles and 0.11p plus VAT to landline number. It was decided to install the landline first before considering connection to Broadband.

13. To hear an update on matters relating to the SDA site and School Lane

It is understood that the SDA have now instructed Anthony Collins as their solicitors. The PC insurance solicitors, DWF, are awaiting a response from them seeking clarification as to why they think the SDA have a prescriptive right of access along School Lane. It is understood that a new access road is being constructed to the east side of the SDA site. The Parish Council decided to wait until a response has been received by Anthony Collins before considering any further action. A resident asked if it is the PC's opinion that construction is in line with the application. Cllr Morrish said any concerns of this nature should be directed to the Planning Enforcement Team at the Borough Council.

14. To discuss the condition of the Hardwick Bus Shelter

Cllr Houchen reported that he had received a verbal complaint about the bus shelter on the A10 near to the Esso garage. A lot of litter being left in and around the shelter and it is also being used as a toilet. The problem seems to have arisen since the garage obtained a licence to sell alcohol. Clerk to write to the garage and also contact the ASBO officers at the Borough Council. Cllr Houchen has put up the new noticeboard on the side of the shelter which the Parish Council thanked him for doing. However, it was decided that refurbishment of the seat will be put on hold for a while.

15. Highways – the Council will discuss any Highways issues

The Parish Council agreed for the Clerk to send a letter to Stagecoach regarding the reduced bus services in the village. There is now only one operator providing a service in the area which stops in the village 3 times a day, but all in the morning, which does not allow for people to return from King's Lynn in the afternoon.

16. Planning

- a) Any applications to consider;

17/01938/F – Land at Hardwick Retail Park, Campbells Meadow – Erection of a retail unit (class A1) measuring 371sqm (GIA) and amendments and extension to service area and car parking.

This application was discussed and it was decided that the Parish Council would object to the application as it is believed that the site is registered common land and as such there is a right for public access. And in the adopted Neighbourhood Plan the site is identified in Policy WA01 as a 'Protected Site of Local Value'. Compensation will be requested for the loss of public land by providing equivalent spaces or resources to provide that space elsewhere in the Parish. It will also be requested that the site retains its tree boundary and hedge cover to screen the proposed building.

17/01677/O – Erection of 2 dwelling houses and associated access at Sunnyside, 66 Main Road, West Winch PE33 0LZ

It was noted that following residents' concerns a letter had been submitted from the Parish Council reiterating its concerns over access and how the application contradicts the SADMP Policy E2.2 – Development within existing built up areas of West Winch A development boundary for West Winch.

b) Decisions Received from BCKLWN

None

c) Comments made to BCKLWN

None

17. To hear any other planning issues relevant to the Neighbourhood Plan

Cllr Morrish and the Clerk attended a briefing session at the Borough Council on 13th November to discuss the draft Infrastructure Delivery Plan. The document sets out the cost of developing the entire West Winch Growth Area (WWGA) and allows the viable cost of purchasing the land from landowners to be calculated. BCKLWN will reserve the right to use compulsory purchase to obtain land if required. They are presently consulting with landowners (including Hopkins, ZAL/Northern Trust, Tharros, NCC and a consortium of smaller landowners, responses to be back 21/11/17. Once landowners concerns have been addressed the IDP will be used as a basis to draw up Section 106 agreements between BCKLWN and the landowners/developers. Alan Gomm agreed that they would be willing to come and brief the Parish Councils about the IDP sometime in the new year if this would assist Councillors. Issues regarding the road plans for the A47 are still being worked on with Highways England. It is anticipated that tranches of 50-80 dwellings will come forward at a time and the scheme may commence in 2020 and take about 14-18 years to deliver. The BCKLWN have applied for a £9.2m loan from the Government Housing Infrastructure Fund and will hear the outcome at the end of 2017. This would be used for capital works allowing the relief road to be started so house building can commence.

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

CPRE – 20th Sept 2017

The Parish Council are invited to a meeting on 27th November to build on the CPRE's existing campaign against proposed additional large housing allocations being added into new local plans. This will take place 27/11/17, 7.15pm in Dereham.

Mr Gary Madge – 13th and 22nd October

Complaints regarding the noise from the band who hire the hall on a Friday night for their practise.

The Council considered these complaints and do not think it is unreasonable to allow the band to practice till 9pm. Clerk to respond to Mr Madge.

14. Finance

a) The Clerk reported that the half yearly accounts shows income of £17,307.05 and expenditure of £27,189.15, this includes payments made to Bespoke for the VMP work, being funded by an agreed transfer from reserves of £20,440. This leaves funds remaining in the NRPC account of £10,557.90 as at 30th September 2017.

b) To hear an update on Cashbook balances - 1st October 2017 – 31st October 2017

Opening Balance 01/10/17	Less June Chqs	Less DD's	Add income	Closing Balance 31/10/17

	£	£	£	£	£
NRPC Account	11,437.60	1,597.99	0.00	3,238.00	13,077.61
VMP Account	36,941.49	26,404.52	139.00	1,140.24	11,538.21
					24,615.82

c) The following payments were considered for approval;

The Parish Council agreed to the Clerks pay rise of 1% from the National Joint Pay Scales increase backdated from April 2017.

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
24/10/17	Xtraclean	Sand, stain and seal VMP floor	2,913.41	
24/10/17	Leander Architecture	Blue Plaque	424.80	
24/10/17	Mr Brights	Cleaning - October	132.29	
24/10/17	Mr Brights	Deep clean – September 2017	216.00	
14/11/17	R Curtis	Salary 11 th Oct – 14 th Nov 17	96.46	
14/11/17	R Curtis	Expenses – VMP Purchases	202.17	
			3,985.13	
<u>From NRPC Account</u>				
30/10/17	BCKLWN	Leaflet Printing	33.66	0.00
31/10/17	NALC	GDPR Training for Clerk	30.00	0.00
01/11/17	NALC	Employment Seminar for Clerk	54.00	0.00
14/11/17	R Morrish	Bulbs and Phone Box refurbishment	272.93	0.00
14/11/17	R Curtis	Clerk Salary 11 th Oct – 14 th Nov 17	458.80	0.00
14/11/17	R Curtis	Expenses – Postage	15.35	
12/11/17	RBL	Poppy Wreath	25.00	
			889.74	

The Parish Council agreed to pay the above.

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

None

16. Items for next meeting agenda

- Budget Preparations

Date of next meeting – 12th December 2017

Future meeting dates – (9th January 2018, 13th February 2018, 13th March)

The meeting closed at 9.50pm

Signed 12th December 2017