

RUNTON PARISH COUNCIL

Draft only

Minutes of the meeting held by the above on 25th June 2024 at East Runton Reading Room.

Present: Chair: Cllr. C. Davidson. Vice Chair: Cllr. S. Gurney. Cllr. R. Annis, Cllr. A. Debacker
Cllr. T. Edwards, Cllr. K. Jonas, Cllr. M. Lerego, Cllr. B. Memish, Cllr. P. Nichols.

Clerk: Ms. B. Emery.

The meeting commenced at 7:15pm

24/102. TO AGREE OPEN SESSION FOR PARISHIONERS/GUEST SPEAKERS No members of the public present.

24/103. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
Received and accepted from Cllr. Rennison, Cllr. Nichols and Cllr. Baker.

24/104. TO RECEIVE ANY DECLARATIONS OF INTEREST IN
FORTHCOMING ITEMS None declared

24/105. TO AGREE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD 28TH MAY 2024. The minutes having been circulated beforehand were accepted as a true record, agreed and signed by the Chair.

24/106. MATTERS ARISING

Chair informed the meeting that some repairs had been carried out on part of the fences near the railway bridge WR, but not in the area reported by the Clerk. The Clerk would report it again and perhaps clarify with a councillor the area. Posts erected by a gas company were still insitu on the common. The Clerk was awaiting confirmation of a contact to report to.

24/107. CLERK'S REPORT

Report received from RoSPA regarding the inspection of the Play area. Item for agenda next meeting.

Email received concerning a speedwatch campaign, which indicated that the Parish Council were expected to organise it. Replied to report that it wasn't in the remit of the Parish Council, but parishioners could organise it with the police if they wished.

More complaints about car parking fines at Beach Road WR. Clerk attending training Wednesday 26th morning.

Had received a complaint about noise from van on car park – referred to District Council.

Cllr. Eric Vardy (NCC) joined the meeting at this point and apologised for not being able to attend some previous meetings and gave a short report.

- Planning permission has been granted for the new recycling plant at Sheringham. The old site would be replanted with trees.
- Positive indications that funding may be available to build a roundabout at the top of Holway Road Upper Sheringham/Sheringham.
- Steve White – highways engineer, is retiring and the new engineer Christopher Purvis is taking over on 1st July.

24/108. PLANNING

Long Planting NNDC Ref: PF/24/1093 two bay detached garage to front of building. No objections registered.

Crab Boiler House WR NNDC Ref: PF/24/1135 one and half storey dwelling.

No objections registered.

To consider a potential planning application at land off Cromer Road. The Parish Council were aware of and had met with a company previously to hear about a potential planning application for

housing. It was envisaged that the procedure would take some time to implement. Outline plans were awaited and were the definitive point at which they can be discussed. The Clerk advised that where more than ten houses were intended for development, the actual paper plans were sent in full and so could be available at the Reading Room.

It was suggested that the Clerk could find out how long the consultation period is likely to be. Councillors were very keen that affordable housing would be allocated to local people. The situation would be monitored carefully and any further information or plans would be shared with the community.

24/109. ALLOTMENTS - TO DISCUSS WYNDHAM PARK PLOTS AND HEAR QUOTES FOR TREE/HEDGE WORK ON ALL PLOTS. TO ACCEPT A TERMS OF REFERENCE

Councillors had received the proposals for Wyndham Park and Chair congratulated the allotments group on the excellent work done on this and the proposals were clear.

Cllr. Annis reported that one quote had been received for initial tree clearance and another would be obtained soon. Questions were invited.

- Chair – asked about how rents would be reviewed, ie; annually or otherwise? Cllr. Annis replied: one way is to increase initial charges for the plots with additional charges for parking etc; as there is a three-year rolling plan, rent reviews can be conducted as part of that.
- Cllr. Jonas – suggested that perhaps there should be just one premium for parking instead of differing rents for cars or boats etc. Cllr. Memish confirmed that in future it would only be cars allowed to park and only the historic parking of the tractors/boats would be charged accordingly.

Following this the Chair proposed that the Wyndham Park Plan be accepted, seconded by Cllr. Jonas and agreed by all. All quotes for tree work would be brought to the next meeting.

Cllr. Annis had circulated a Terms of Reference for the Allotments Committee, which had been discussed at an informal meeting of the Allotments Committee. The Chair asked for confirmation that this was a simple meeting and not an official meeting open to the public. She also asked if a written report of all meetings would be presented to future Council meetings. Confirmed.

Regarding the wording in item 3 paragraph 4, “Will have authority to authorise low level works to a maximum value of £500 per instance”. Chair asked that the following proviso be added; “providing that totals do not exceed the annual budget”. This was agreed and subject to this addition/change, the Terms of Reference was proposed for acceptance by Cllr. Annis and agreed. Cllr. Annis requested agreement that the tenant for plot 10a on West Runton site, be issued a Notice to Quit with no formal one-month’s notice. Agreed.

24/110. TO HEAR ANY REPORT ON COMMONS ACTIVITIES

Chair reported that a contractor had provided a quote for work to remove scrub to access area, remove pigmy weed and remove excess vegetation from the Retting Pit WR and for Greens Common ER, similar work. Total cost £3120.00. The Clerk asked for clarification from the contractor if vat is included as the previous invoice had vat added, but there was no vat registration number on the invoice and therefore it could not be recovered.

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The Chair asked for agreement that the quotes be accepted with vat clarified at a later date.
Agreed.

An informal meeting is to be held on 26th June at West Runton Church Hall at 6pm to recruit volunteers for a working group.

Cllr. Gurney reported that someone has been cutting Abbs Common without PC knowledge thereby widening the footpath. The Clerk would try to find out who is responsible for this.

24/111. TO HEAR UPDATE – BATTERY BOX – WYNDHAM PARK LAND (Clerk) No further report as yet received. The finalised lease is awaited.

24/112. TO DISCUSS AND CONSIDER THE PLOUGHLET CHARITY WORK
Much discussion took place on the above. It was decided to ask the Clerk to write to the Chairman of the charity initially to confirm matters such as a list of trustees, an update of details on the Charity Commission website, as they have not been updated since 2018 and when the next meeting would be held so that the representatives from the Parish Council could attend.

24/113. GENERAL FINANCE

i. Income – none this month

ii. Direct Debits paid

npower street lighting electricity supply	£93.28
Clear Business Tel/Broadband/Electricity	£139.22
TV licencing	£41.00 quarterly
Information Commissioner GDPR	£35.00 annual

iii. Invoices for agreement or ratification

Carl Bird Skip Hire	£325.50
RoSPA inspection fee for play equipment	£93.60 annual
The Clerk Salary and reimbursements	£1247.28
HMRC Tax and NI by direct debit	£340.77 on above
TT Jones Electrical street lighting maintenance	£108.02
Jeff Short Entertainer for event	£250.00
RoSPA invoice for play equipment report	£93.60
Carl Bird for Skip Moyes	£325.50
Reimbursements to Cllr. Edwards for events purchases	£210.51
Ben Darling for footpath and grass cutting	£360.00

24/114. MEMBERS REPORTS

Cllr. Jonas reported that the footpath from the end of Mill Lane towards Cromer is overgrown and the Clerk would report it.

Cllr. Memish reported that Marrets Chariots are now parking at Rocky Bottoms.

Cllr. Edwards updated members on the event for 29th June and asked for volunteers. The budget currently spent amounted to £576.00 with a few more expenses to come.

A parishioner had made some wooden games for use and to keep for the future. Food was ordered and everything was progressing well.

Cllr. Annis reported that the footpaths (pavements) between Woodhill and Rocky Bottoms were very overgrown and narrowed. The Clerk would report to Highways.

Cllr. Gurney was concerned that the common had not been cut at ER, and would have needed a patch cut to erect the marquee on for the event on 29th June.

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Cllr. Debacker reported bushes obscuring the West Runton sign. A Highways matter and could be reported to them on Norfolk County Highways website.

Chair suggested that a working group be formed informally to discuss any changes or additions to enhance the website with the Clerk. Cllr. Memish and Cllr. Edwards volunteered and Cllr. Baker would be asked to join. The Clerk to convene a meeting to progress this.

Chair reported a request from a parishioner to remove him from the cctv. It was suggested that Cllr. Baker would be asked to remove cctv from today.

The Clerk suggested that cctv should be transferred to the Parish Council. Cllr. Baker would be asked to update.

24/115. CONFIRMATION OF DATE TIME AND PLACE OF NEXT MEETING.
Scheduled for Tuesday 23rd July at West Runton Church Hall commencing at 7.15pm.
Confirmed.

The meeting closed at 7.40pm.

Signed Chair Date