

RUNTON PARISH COUNCIL

Minutes of meeting of Parish Council Meeting held on Tuesday 24 June 2025 at 7pm at
Church Hall, West Runton

Present: Cllr R Annis, Cllr B Memish, Cllr M Lerego, Cllr A Debacker, Cllr K Jonas, Cllr P
Nichols, Cllr T Edwards

Members of the public: 1

Minutes taken by: L Harper (Clerk)

1. To appoint a Chairman for this meeting

Cllr R Annis was Proposed by Cllr B Memish and seconded by Cllr T Edwards

2. Minutes of the extraordinary Parish Council meeting held on 6 June 2025 were approved. Proposed by Cllr R Annis, seconded by Cllr B Memish

3. Apologies for Absence

Cllr C Davidson, Cllr S Gurney, Cllr C Rennison, Cllr C Hawkins, County Cllr E
Vardy, District Cllr K Toye

4. Declarations of Interest

There were none

5. Public Participation

None

6. County Council and District Council Reports

There were none

7. Planning

7.1 To receive any planning applications and decisions

7.2 PF/25/0783 1 Olley Road, West Runton, Approved – Noted

7.3 LA/25/0660 Incleborough House, Withdrawn – Noted

7.4 Kraft Lane development possible decision October 2025

8. Finance

8.1 The Annual Governance Statement 2024/2025 was read out, approved
and signed

8.2 The Accounting Statement for 2024/2025 was approved and signed.

8.3 List of payments was considered and authorised for payment.

24.06.2025	TTJones (Street Lighting)	£ 50.05
24.06.2025	Fortify24/7 (Scanner set up)	£ 44.95
24.06.2025	Ben Darling (Grass cutting)	£ 180.00
24.06.2025	L Harper (Clerk salary/expenses)	£1266.85
24.06.2025	Gallagher (Insurance)	£1860.91
June 2025	Clear Business	£ 154.66

May 2025	npower	£278.02
May 2025	Anglian Water	£ 40.52
May 2025	TV Licence	£ 43.62

8.4 Waiver of Allotment rent charge £38.67 was considered and approved.

9. Highways, Transportation and Public Rights of Way

9.1 Traffic Orders previously circulated

10. Parish Matters

10.1 Restorative Justice – start date of 16 July 2025 was noted. A full work programme will need to be produced with dates and locations. Action: Clerk

10.2 Reading Room Leaking Roof, both quotes were noted. A third quote would be required.

10.3 Reading Room Heating, both quotes were noted. A third would be required.

10.4 Battery Box Lease – Communication suggests work expected to commence 11/08/2025. An invoice for the premium payment has been submitted. Parish Council has requested a site visit prior to the work commencing.

10.5 Allotments – Allotment/Garden Show Saturday 23 August on the Hurn West Runton. Budget request for £300 for show to cover rosettes, trophy, prizes etc. Proposed Cllr Lerego, seconded Cllr P Nichols. Next Inspection 12th August 2025.

10.6 Commons Cttee – Meeting held 20 June 2025. The committee discussed the cutting regime for East and west Runton commons. The Clerk to be the contact person regarding cutting and frequency. A copy of the minutes to be circulated to Parish Council.

10.7 Energy Suppliers – Contact had been made regarding current energy suppliers. Some contracts had expired. It was agreed to bring this back to the next Parish Council meeting for discussion.

11. Any Other Business (for information only) an items for next agenda

Annual Church Donation to be considered

Footpath outside Woodhill Caravan Park overgrown – contact Park Manager
Various benches and notice boards to be included on Restorative Justice work schedule.

Top Common sign has fallen down, needs to be recemented in.

30mph sign from West to East Runton overgrown.

West Runton Carol Service to be held on 29 November 2025

12. Date of Next Meeting: Tuesday 22 July 2025, 7pm, Reading Room