

RUNTON PARISH COUNCIL

To all members of Runton Parish Council

You are hereby summoned to attend the Meeting of RUNTON PARISH COUNCIL which will be held on Tuesday 24 March 2026, at 7pm, Church Hall, West Runton

Mrs L Harper

Clerk to Runton Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

AGENDA

1. **To consider for approval the minutes of the Parish Council meeting held on 24 February 2026.** Also to consider matters arising from the minutes (for information only) not included on the agenda.
2. **To elect a Vice Chairman**
Following the Resignation of Cllr S Gurney, to elect a Vice Chairman
3. **To consider apologies for absence**
4. **To record declarations of interest from members in any item to be discussed and to consider requests for dispensations**
5. **To allow public participation limited to 10 minutes (3 minutes per person)**
6. **County Council and District Council**
 - 6.1 To receive any reports/updates from County Councillor and District Councillor
 - 6.2 To receive any other County Council and District Councillor matters for information only
- 6 **Planning**
 - 6.1 **To receive any planning applications and decisions**

RV/25/2334 – Green Gates, Station Close, West Runton – To vary PF/24/1671 conditions – Awaiting Decision

PF/25/2414 – Harrys Bar, Beach Road, East Runton – Regularisation of internal conversion of first floor flat to form 3 no. staff apartments ancillary to Harrys Bar and The White Horse, and a small ancillary office – Awaiting Decision

PF/25/2692 – 28 Renwick Park West, West Runton – Dormer extension to rear of dwelling and two rooflights to the front to facilitate loft conversion (part retrospective) – Deadline 12/01/2026

PF/26/0172 – 4 Sandy Lane, West Runton – Erection of single storey detached annexe in rear garden – Deadline 20/02/2026

PF/26/0172 – 18 Top Common, East Runton – Two storey side extension and single storey rear extension to dwelling – Deadline 23/02/2026

PF/26/0244 – 16 Renwick Park East, West Runton – Conversion of attached garage and installation of pitched roof over to create ensuite/utility room – Deadline

06/03/2026

PF/26/2428 – Kingswood, Cromer Road, West Runton – Change of use from Class C2 (Residential institutions) to accommodation for a maximum of 30 live in guardians for security purposes (no use class) for a limited period of one year – Deadline

05/03/2026 – Removed from portal before deadline. NNDC have been advised

PF/26/0318 – White Gates, Sandy Lane, West Runton – Demolition of existing conservatory and detached garage. Single-storey extension and two storey side extension with internal alterations. New roof to accommodate rooms within the attic.

PF//25/1298 – Seacroft Camping Park, East Runton – Site development to include various pitch works etc.- Approve

PF/26/0442 0 Newnham, 210 Holt Road – Existing single-storey double garage to be demolished and replaced with garage plus workshop/home office – Deadline

26/3/2026

PF/26/0441 – The Little Orchard, Balfour Road, West Runton – Erection of single-storey front porch extension and single-storey rear extension – Deadline 26/3/2026

PF/26/0364 – The Grange, Sandy Lane, West Runton – New enclosed single-storey front entrance porch – Deadline 26/3/2026

6.2 To receive any updates re live planning applications to include NNDC Development Committee meeting.

6.3 To receive any other planning matters (for information only)

7. Finance

7.1 To consider list of payments for approval and financial statement (March 2026 attached)

7.2 To consider converting outstanding annual holiday hours to single payment, £871.71. Due to workload, Clerk has been unable to take the full entitlement of annual leave.

7.3 Any Other financial matters (for information only)

8. Highways, Transportation and Public Rights of Way

8.1 To receive any traffic orders (previously circulated)

8.2 To receive any other highways matters (for information only)

9. Parish Matters – For Information

9.1 Tree Survey - Review carried out, report previously circulated

9.2 Footpaths – request that all Cllrs check their allocated footpaths and report back on any work that needs to be carried out. Check all Cllrs have allocated footpaths.

9.3 Buildings and Assets Review – to receive report from Cllr T Broome

9.4 One Million Trees – query over request for payment.

9.5 Blocked Drains – Highways have been informed of all issues.

9.6 New Fencing alongside Village Hall – Network Rail have replaced the rotting wooden posts and metal fencing

9.7 Wyndham Park Allotments – Asbestos discovered, contractor has been on site.

Waiting to receive quote for removal. RPC may need to draft an asbestos policy

Parish Matters – For Decision

9.8 Village Hall – to receive update from Cllr C Rennison and Cllr M Lerego

9.9 Energy Providers – to approve new provider as Octopus energy for electricity for Reading Room. Best value on comparison sites. Suggest variable rate initially as on day/night tariff. Move to contract once gas is installed in Reading Room.

Potential savings on variable rate include standard charge decrease from £1.40 to 63p.

9.10 Car Parking East Runton – to receive update from Cllr P Nichols on potential number of car parking spaces on playing field.

9.11 Reading Room Heating – to agree contractor (details previously circulated)

9.12 Trod Consultation Questionnaire – to agree who will produce the questionnaire

9.13 Lower Common pot holes – to discuss options and implications for Runton Parish Council taking on repair work.

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

12. Date of Next Meeting: Tuesday 21 April 2026, 7pm, Reading Room, East Runton

FINANCIAL MATTERS

Payments for approval at March meeting

Nick Darling	Repair fencing along West Runton Railway	£ 530.00
Jake Neale	Collection of waste WR Allotments	£ 432.00
Making IT green	Ink Cartridges	£ 138.83
Stuart Hutcheson	IT Support (wifi)	£ 462.50
Crab and Lobster Festival	Sponsored surf board	£ 40.00
Lisa Harper	Clerk Salary	£ 1,263.09
Lisa Harper	Stationery	£ 209.71
Phil Scott	Tree Survey	£ 750.00
Olwyn Mardling	Clerical Support	£ 189.00
Carole Davidson	Parish Online Mapping	£ 129.00
Lisa Harper	Norfolk Pension Fund Retrospective payment	
	Approved Runton Parish Council Meeting	
	24 February 2026 (item 7.2)	£ 1560.00

Direct Debit

Npower	Street Lighting (February)	£ 128.80
Clear Business	January 2026	£ 338.09

Bank Statement

As at 27 February 2026

Community Account	£ 52,859.65
Business Premium Account	£148,667.69

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Signed by Chair

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Signed by Clerk/RFO

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Date

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Date