

RUNTON PARISH COUNCIL

Minutes of Meeting held on Tuesday 24 March 2026, 7pm, Church Hall, West, East Runton, West Runton

Present: Cllr C Davidson (Chair), Cllr M Lerego, Cllr P Nichols, Cllr R Annis, Cllr T Broome, Cllr C Rennison, Cllr K Jonas, Cllr B Memish, Cllr C Hawkins, Cllr T Edwards,

Members of the Public: 1

Minutes Taken By L Harper (Clerk)

1. **Minutes of the Parish Council meeting held on 24 February 2026 were approved.** Proposed by Cllr P Nichols, Seconded by Cllr K Jonas

It was duly noted that item 9.8 Memorial Bench relocation to the Play area had been agreed. Cllrs in agreement 8.

2. **Election of Vice Chairman**

Runton Parish Council formally thanked Cllr S Gurney for all his many hours and days of work as a parish councillor. His contribution on the Allotments and Commons committees and Allotment shows was very much appreciated. Cllr P Nichols was nominated as Vice Chair, Proposed by Cllr C Rennison, Seconded by Cllr R Annis, agreed unanimously.

3. **Apologies for Absence**

Cllr A Debacker, County Cllr E Vardy, District Cllr K Toye

4. **Declarations of Interest**

Cllr M Lerego declared an interest in planning application PF/26/0441.

Cllr C Hawkins declared an interest in item 9.8, as he is vice chair of Village Hall Committee.

5. **Public Participation**

Member of the public was concerned the wooden bench by the pond on top common had been removed and was to be relocated to the play area. Previous discussions detailed the location of the bench and its dedication as a memorial bench. It was agreed any details of the discussions be sent to the Clerk. This would be formally reported back to parish at the next parish council meeting.

6. **County Council and District Council Reports**

To be circulated when received

7. **Planning**

7.1 Planning Applications were noted

PF/25/2545 – 13 Links Way, West Runton. Approve

PF/25/2452 – Roseacre Country House, West Runton. Approve

RV/25/2334 – Green Gates, West Runton. Awaiting Decision

PF/25/2414 – Harry's Bar, East Runton. Awaiting Decision

PF/25/0773 – The Field, East Runton. Appeal Dismissed

PF/25/2692 – 28 Renwick Park West, West Runton. Deadline 12/01/2026
 PF/25/0701 – Land South of Cromer Road, Thains Lane – Approve
 PF/26/0171 – 4 Sandy Lane, West Runton – Deadline 20/02/2026
 PF/26/0172 – 18 Top Common. East Runton – Deadline 23/02/2026
 PF/26/0244 – 16 Renwick Park East, West Runton – Deadline 06/03/2026
 PF/26/2428 - Kingswood, Cromer Road, West Runton – Deadline 06/03/2026
 7.2 To receive any updates re; live planning applications to include NNDC
 Development Committee meeting
 7.3 To receive any other planning matters

8. Finance

8.1 List of payments for March 2026 were approved and financial statement accepted. Proposed by Cllr C Davidson, Seconded by Cllr K Jonas
 Payments for approval.

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

8.2 Clerk Enrolment in Norfolk Pension Fund, retrospectively from October 2025
£1560.00

Proposed: Cllr T Broome, Seconded by Cllr C Rennison unanimously agreed.

8.2 Consideration to convert outstanding annual holiday hours to single payment
of £871.71 agreed as an exceptional response to the Clerk having been
unable to take her leave during the year. Proposed by Cllr C Davidson,
Seconded by Cllr P Nichols.

Agreed to consider annual leave arrangements at review meeting in May in
order to ensure that this did not happen again. Agreed unanimously.

8.3 Any other Financial matters - none

9. Highways, Transportation and Public Rights of Way

8.1 Traffic Orders previously circulated.

10. Parish Matters – For Information

10.1 Tree Survey – Mr Scott to be contacted to look at the tree on Luggar Stile. A
plan of each allotment site is required to show Mr Scott what trees to be
examined. Allotments Cttee would be asked to produce a list or
alternatively, meet Mr Scott on site.

10.2 Footpaths – Clerk to resend map and list of pathways and Cllrs assigned to
them. Feedback is urgent to feed into the work schedule for community
payback.

10.3 Buildings and Asset Review – Cllr Broome to update at April meeting. Cllr
Broome needs access to the shelter on The Gap. Clerk to liaise with NNDC

10.4 One Million Trees – No request had been received, and so the application
has not been actioned.

10.5 Blocked Drains – all reported to Highways, awaiting action.

10.6 New Fencing alongside village hall was noted.

10.7 Wyndham Park Allotments – Awaiting quotation for removal. Consideration
For future use of plots 1a and 2a to be discussed at Allotment Committee.

Parish Matters – For Decision

10.8 Village Hall – Cllr C Rennison and Cllr M Lerego had drafted a report
detailing what needs to be considered in the agreement (previously
circulated). The proposed next steps were agreed Proposed by Cllr C
Davidson, and seconded by Cllr T Broome

10.9 Energy Providers – agree to entering into contract with Octopus energy for
electricity for the Reading Room. Proposed Cllr C Davidson, seconded by
Cllr T Broome, unanimously agreed.

10.10 Car Parking East Runton – Cllr P Nichols and Cllr K Jonas updated the
meeting advising the playing field option could hold potentially 20 car
spaces. There would need to be clear fencing and signage for residents

parking and car boot customers parking. A quote for a barrier has previously been obtained. Possibility of car parking charge to residents maybe considered to ensure consistency with Wyndham Park residents. Cllr K Jonas to raise this option with the Playing Field Committee. It was agreed that the Clerk would bring back a full proposal and package of costs to the April meeting. This to include a quote for the fencing and barrier.

10.11 Reading Room Heating – agreed to use M Summerbee heating contractor.

Proposed Cllr C Davidson, seconded by Cllr K Jonas. Clerk to contact Mark Summerbee.

10.12 Trod Consultation Questionnaire – it was agreed a small working group be set up to consider issues and draft out a questionnaire, Cllr C Rennison, Cllr R Annis and Cllr C Davidson agreed to take this forward.

10.13 Lower Common Pot Holes – As this is common land, Mr Batt has offered to supply hardcore to fill in the holes. Community Payback could fill in the holes, but it will need a small digger to clear out the holes and for the hardcore to be tampered down. It was suggested the residents effected by the pot holes arrange to meet to consider what they propose to carry out. Cllr P Nichols agreed to contact one of the residents of Lower Comon and feed back to the Clerk.

10.14 Scribe – information regarding the system was previously circulated and was given general consent to proceed. Proposed by Cllr C Davidson, Seconded by Cllr T Edwards.

11. Any Other Business (For information only)

- Willow Tree, Spring Pond, West Runton. The tree is starting to come into foliage, so coppicing is not an option until the end of the season.
- Ploughlet Charity – Cllr C Davidson attended a meeting with the Chair and Secretary. Charity wanting additional trustees, suggested Cllr C Rennison. Another meeting later in the year.

12. Date of Next Meeting

Tuesday 21 April 2026, 7pm Reading Room, East Runton