

# RUNCTON HOLME PARISH COUNCIL

**Minutes of Ordinary Parish Council Meeting held on Tuesday 7th March 2023 at 7.30pm, held at Runcton Holme Church Hall.**

**Present:** Councillors: M Stevens (Chair), T Oughton, S Partridge, B Redfern, R Wales, Borough Cllr Mike Howland and 4 members of the public Clerk: P Winson

**195/22 Accept apologies for absence**

None.

**196/22 To consider requests for dispensations from the restriction on participating in the discussion or voting on a matter in which a member has a Disclosable Pecuniary Interest.**

None.

**197/22 Declarations of Councillors Interests**

None.

**198/22 Agree Minutes of meeting held on 7<sup>th</sup> February 2023**

Having been circulated prior to the meeting, the minutes were agreed as a true record and signed.

**199/22 Councillor Vacancies**

Two applications have been received. On proposal from R Wales and seconded by S Partridge, all agreed to the co-option of Derek Caley and he completed the acceptance of office declaration, the declaration of interests form and the Code of Conduct form.

On proposal from S Partridge and seconded by R Wales, all agreed to the co-option of Ian Oakley. He will need to complete the required forms prior to taking up the post.

**200/22 Public Speaking**

- (i) Borough and County Cllrs: Cllr Howland mentioned the Thai restaurant at Woodlakes and the sewage issues were mentioned again. It is believed that there is a dispute as to whose responsibility it is. The planning application for Lidl at Downham Market has been approved.
- (ii) Members of the public: The white lines at junctions were raised again and it was advised that NCC had advised that due to increased costs the works would now be done in the Spring. It was advised that Dennis Allflatt had died and he was historically involved with the Parish Council. It was asked whether there would be an event for the Coronation and it was advised that there would be on Sunday 7<sup>th</sup> at the Social Club.

**201/22 Defibrillator**

Checks have been carried out on the defibrillators. It was again suggested that it would be a good idea to have a sign indicating where the one at The Red Barn is. S Partridge will speak to R Rockcliffe to see if he is agreeable to a sign.

**202/22 Matters Arising from previous meetings, not covered elsewhere on the agenda.**

None.

**203/22 Correspondence**

Various correspondences – emailed to Cllrs.

**204/22 Parish Council Elections**

Clerk has previously circulated information regarding the elections. Clerk advised that the nomination forms can be submitted from 21<sup>st</sup> March and that the deadline is 4pm on 4<sup>th</sup> April. The forms need to be taken into the offices and it is suggested that an appointment is made with the elections team. Elector numbers are required for the nomination forms and these can be obtained from either the Borough Council elections team or from the Clerk. Election Day is Thursday 4<sup>th</sup> May and councillors take up the post on 9<sup>th</sup> May.

**205/22 Play Area**

Inspection report reviewed.

The Play Area needs rolling and the Fun Run Trail needs lubricating.

**206/22 Playing Field**

Thanks to Ray and Shaun and Jenny and her family for helping to clear the area which has been trimmed around the football pitch. D Caley has continued to try and get someone to trim the conifers. R Wales said that it would be good if there was some help from the Football team.

## **207/22 Recreation Ground**

- (i) Clerk has circulated the form for users of the Recreation Ground to complete and Councillors are happy that no amendments are needed at this time. M Stevens has a copy of the proposed agreement for the football team, for circulation. The Football Team need assurance that the Recreation Ground will be kept so that they can continue to use it and the Parish Council need assurances from the Football team so a formal agreement is required.
  - (ii) Additional side gate. R Wales to meet with C Ellis to ask him for a quote. Two other quotes will be required.
  - (iii) Fir Trees Maintenance - Still trying to get a contractor in place.
- Cllr Howland left the meeting.

## **208/22 Social Club**

Still pending advice from Martin Chisholm at the Borough Council regarding the CCTV. Clerk to chase.

## **209/22 Car Park**

Drains issue – M Stevens advised that the Social Club are covering the emergency call out for the ladies toilets at a cost of £570.00. Some suggestions were discussed in regard of the tree roots but it was agreed that nothing would be done at this time. The Social Club are pursuing the matter with their insurance company.

## **210/22 PROW Footpath 3**

The electric fence has been removed and the horses currently in the field appear to be friendly. Clerk will contact the PROW Officer for advice.

## **211/22 Highways**

- (i) Updates and Issues to be reported:  
M Stevens has advised that he has contacted Borough Councillor Brian Long and he has asked whether the A10 can be included in the deliberations when considering the A47. There was another accident at the junction last Tuesday. There is a pothole on School Road opposite Banyards Place and one at the top of Church Lane.
- (ii) SAM2 update. R Wales advised that he no longer has the software to download the data so he will contact Westcotec.
- (iii) School Road. No further update regarding the School Road drainage concerns from highways. Parish Partnership application as submitted for traffic calming measures but the cost was £20,000. Clerk will contact the Local Highway Officer Andy Wallace again. M Stevens met with Jill Bennett from Radio Norfolk and discussed the Parish Partnership application. She advised that in the current climate some parishes don't have the funds to undertake any works even if the application is successful.
- (iv) A10 concerns. Cllr Long has been made aware of the latest accident.

## **212/22 C.I.L Funding**

A payment has been received from the Borough Council of £12303.00 towards the replacement playground matting which has been installed.

## **213/22 Newsletter**

Well received. Expenses need to be paid as agreed. Next deadline is 7<sup>th</sup> May 2023.

## **214/22 Queens Jubilee and Memorial Bench**

Benches are now installed. It was suggested that another bench is installed for the Coronation. Clerk will get costs for both styles.

## **215/22 Kings Coronation**

An application has been made to the BCKLWN for a grant of up to £200 for the Social Club event on Sunday 7<sup>th</sup> May 2023.

## **216/22 Planning/Licensing**

Nothing to consider.

## **217/22 Finance**

- (i) Payments agreed: S Norman (Newsletter expenses): £25.00, BCKLWN (Dog Bin emptying): £624.00 and Play Inspection Company : £87.54.
- (ii) Accounts to 17<sup>th</sup> February 2023 agreed and signed.
- (iii) On proposal from R Wales and seconded by S Partridge all agreed to the appointment of Jo Raby as Internal Auditor.

**218/22 Councillors Concerns and Items for Next Meeting Agenda.**

R Wales has chased the Post Office again and he spoke to the contractor who is waiting for a response for consent to install.

**219/22 Confirm date of next meeting.**

Date of next meeting is 4<sup>th</sup> April 2023 at 7.30pm. Annual May meeting will be Tuesday 16<sup>th</sup> May.

Meeting closed at 9.13pm.

Signed: .....

Date:.....

DRAFT