

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held at St Marys Church, North Creake on Thursday 12th Decembert 2024 at 6.30 pm.

Present: Councillors A. Bunkle (Chair) J Brettingham-Smith (Vice Chair), J Robinson, J Robinson, A Culshaw and L Fletcher (Clerk/RFO).

No members of public attended the meeting

1. The Chairman welcomed all present to the meeting.
2. Apologies for Absence: Apologies were received and accepted from Cllr S Baker, Cllr S Sandell and Cllr J Rocklin
3. Declarations of Interest on Agenda Items: None Declared
4. The Minutes of the meetings held on 14th November 2024 were circulated before the meeting. It was agreed that they were a correct record of the proceedings and signed by the Chairman.
5. Parishioners Questions and Statements: None.
6. County and Borough Councillor Reports – None received.
7. Matters Arising / Clerks Report
 - a. An update was received from Oliver Brice regarding Rural Housing advising that he had potentially sourced funding for the rural housing needs survey from Community Action Norfolk, the clerk has provisionally advised him to go ahead whilst awaiting confirmation from council in order that this funding opportunity was not missed. The council agreed that the survey should go ahead.
 - b. Millenium Green – Actons have advised that they are extremely busy but have had a look at the bench which would need removing from site to work on, they will supply a quote for the work asap
 - c. Conifer over River Burn has been notified to EA.
 - d. Pot Holes in Wells Rd have bee notified to highways
 - e. Parisioner has advised the Clerk that a surveyor from Norfolk Highways has been to have a look at the willows along Wells Rd and agreed that they appear to belong to highways, however in his opinion they did not appear to present a danger requiring immediate attention, he agreed that they would be better pollarded if possible, however it was not his decision but he would bring it to the attention of his manager.
8. Training – no new training opportunities available
9. Open Spaces
 - a. SAM2 signs – No updates on either SAM2 sign or speeding offences in the village
 - b. Play area – there were no issues to raise regarding the inspections
 - c. Multi Use Games Area (MUGA) – The clerk advised that the playing field had been surveyed and marked with the approximate location of the MUGA which is 30m from the gate and 4m from the east fence, the survey showed that although this is the flattest area on the playing field there is still a difference in height across the MUGA of 60cm which has lead to a change in the quote, the total quote is now £115,750 + VAT, an increase of £2355 from the original quote. It was noted that the proposed location had been shared by the Clerk to the village facebook group and received only one comment concerning the location which was regarding the distance from the east fence and suggesting that 8m would be a better distance as it would provide space for a bench or similar to watch games from. The Clerk advised that this would require getting another quote as the gradient of the playing increases should the MUGA be moved from the proposed position. It was unanimously agreed to place the order for MUGA and to keep it in the position as

per the current quote and published on the village facebook page. It was further agreed for the Clerk to draft a policy for users of the MUGA.

- 10. Water and Drainage Management – It was noted that a fence has been installed across the River Burn, although it has been raised where it crosses the river, it was agreed for the Clerk to write to the riparian owner requesting confirmation that it is being checked regularly in order to ensure that the river does not get blocked by anything getting caught in the fence
- 11. Biodiversity
 - a. Hedgecutting along Roadhills – it was noted that this had taken place and that Althorp Estate are reducing their hedgecutting activity
 - b. Biodiversity Policy – it was agreed to postpone the discussion and adoption of a formal Biodiversity Policy until April’s meeting due to budget setting and other council business.
- 12. Footway lighting – No issues reported
- 13. Finance
 - a. Late payments – PKF Littlejohn – External audit £348 - approved
 - b. Payments approved – The following payments were all agreed:
Scribe – Accounts - £31.20
Npower- Streetlighting electricity - £144.36
Cllr Bunkle – Presents for Christmas lights switch on - £45.32
Clerks Wages - £254.80
 - c. Finance received – None
 - d. Local Govt pay award – Carried over to January meeting as Clerk has not had opportunity to calculate.
- 14. Correspondence – TTSR have supplied their quote for grounds maintenance for 2025, with an option for the following two years. It was agreed to accept the quote for the next 3 years in order to simplify budgeting and control future potential price increases, the agreed quote for 2025 to 2027 was: 2025 £3401.90, 2026 £3469.94 and 2027 £3539.34, all +VAT
- 15. Highways matters – None reported
- 16. Planning
 - a. Applications Received – None
 - b. Applications permitted/refused
24/01853/F – 86 West Street - Approved

Date of next meeting 9th January 2024 at 6.30pm.

Meeting closed: 7.13 pm

.....Chairman

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL