

# North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 24<sup>th</sup> November 2022 at 6.30 pm.

Present: Councillors A Bunkle (Chair), J Brettingham Smith, L Fletcher, B Lynn, J Robinson, S Sandell, I Studd and S Harvey (Clerk/RFO).  
Member of Public: 0

1. The Chairman welcomed all present to the meeting.
2. **Apologies for Absence:** None.  
Apologies were also received from Borough Councillor C Morley.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meetings held on 13<sup>th</sup> October and 3<sup>rd</sup> November 2022 were circulated before the meeting. It was PROPOSED, SECONDED and AGREED as a correct record of the proceedings and signed by the Chairman, Cllr A Bunkle.
5. **Parishioners Questions and Statements:** None.
6. **Reports from County and Borough Councillor:** No reports were received.

## 7. Clerks Report:

The Clerk went through her report and updated the Council on matters from October.

**Replacement Rocking Horse:** Yates Playgrounds had the install scheduled for the end of the W/C 21.11.22, however this was yet to be confirmed.

### Highways Update

**Drain, Adjacent to Village Green:** Victoria Buckingham (Highways Engineer) had confirmed that following the report over the summer, contractors had attended the site and carried out a clean of the whole system to the outfall. She had advised that it was found that the pipe was intact and not collapsed as had been reported, however the outfall was heavily clogged up with reeds which was causing the flow of water to be reduced. She had therefore reported this to the Environment Agency to request they clear this section of the reeds.

**Normans Lane Junction:** Damien Jeffries (Highways Engineer) had taken a look at this location and had reported that the only option was to cut the hedge back and lower the verge height to about 300mm above the carriageway. He advised that he would not want to lower the verge any further and encourage any errant parking. He had asked the technician for the area to program this work for their contractor to attend.

Regarding signage on Burnham Road, he confirmed he wouldn't look to erect any extra signs. 'Accident data logged by Norfolk Constabulary did not show this to be a site with any personal liability incidents. From this data (or lack of it) the presumption would be that motorists were driving with due care and attention when leaving Normans Lane, as well as approaching it.'

**NCC, Parish Partnership Scheme Application:** Westcotec Ltd had revised the price for the SAM2 with Bluetooth and provided an updated quotation for £3,088.00 ex VAT. As this was for the parish partnership, they would honour the price for when the years funding was confirmed.

**Clay Shooting Club Agreement:** it had been confirmed by Stuart Coleman (Althorp Estate Director) that the Trustees had agreed to sign the agreement as per the original draft.

**Planning Application 22/00345/F – Holkham View, 115 Burnham Road –** it was noted that a response from the Assistant Director of Planning, Stuart Ashworth had been received.

## 8. Open Spaces

### a. SAM2 Speed Signs/Norfolk Safety Camera Partnership

- i. **To receive a data report from the SAM2 Signs:** Cllr L Fletcher advised that there was no data to report and that the signs had been moved to Church Street and Wells Road.
- ii. **To receive a speeding offence update from NSCP:** the Senior Safety Camera Enforcement Officer, Malcolm Fitzsimmons had advised that following recent visits to the village the following

speeding offences had been recorded; 5<sup>th</sup> October, 5 offences, 17<sup>th</sup> October (2 visits) 12 offences, 26<sup>th</sup> October, 10 offences, 3<sup>rd</sup> November, 9 offences.

- b. **To consider the repair/replacement/demolition of the Sports Pavilion:** it was PROPOSED by Cllr I Studd and AGREED that the Pavilion should be dismantled and removed from site, but that the decision should be advertised well before this was undertaken, giving parishioners a chance to contact the Parish Council or attend the January Parish Council meeting to express their views.
- c. **To receive and update regarding the installation of a defibrillator into the BT Kiosk:** the Clerk advised as per the signed adoption agreement with BT, the BCKLWN had been approached regarding any permissions required to change the use of the kiosk as a Grade II Listed 'building'. The Assistant Director of planning had confirmed that the housing of the defibrillator would not constitute a material change of use requiring planning permission. Historic England and Jane Forder (Assistant Conservation Officer) had confirmed that like-for-like repairs, repainting the kiosk in the same colour and works inside the kiosk would not affect their special interest so listed consent would not be required.
- Following contact with London Hearts the Clerk had confirmed with BT that the proposed defibrillator cabinet met the correct specification. BT also guaranteed that they would retain responsibility and costs for the power supply in the kiosk when the defibrillator had been fitted.
- London Hearts had confirmed that the cost for the Mindray C1 Defibrillator with External Defibsafe2 Locked Cabinet with additional telephone box fittings was £1355.00.
- It was AGREED that the defibrillator should be purchased, and that training should also be arranged on operation of the defibrillator.
- d. **To approve the cost for the annual service to St Mary's Church Clock:** it was AGREED that annual service should be arranged for Friday 6<sup>th</sup> January at a cost of £275.00 + VAT.
- e. **To confirm plans for the Christmas Tree event for 2022:** it was noted that the tree had been received on the 24<sup>th</sup> November and would be priced as the same as last year; £180 ex VAT + Delivery £40 ex VAT. The lighting would be installed on Sunday 27<sup>th</sup> November for the light switch on event to be held on Friday 2<sup>nd</sup> December. It was AGREED that the lights would be switched on by Cllr B Lynn.
- f. **To approve a general risk assessment for the Christmas Tree event 2022:** the risk assessment was noted and approved for the event. It was AGREED that Cllr A Bunkle would make any safety announcements before the event and that volunteers would be in place to marshal the road.
- g. **To consider the permanent planting of a Christmas tree on the Village Green:**  
It was agreed that an enquiry would be made with the Salle Estate and a search would be made online to obtain process for the supply of a 15ft bald root Norwegian Spruce/Nordmann Fir tree.

## 9. Land at Shammer

- a. **To receive recommendations regarding the management of land at Shammer:** it was AGREED that a cut would be carried out either before Christmas or during the early New Year. The area of grass adjacent to the roadside would be left uncut and that the hedging would be reduced, as this had grown significantly along the east side.

## 10. Footway Lighting

- a. **To note any streetlights requiring attention:** it was noted that streetlight 9009, outside no.23 Dunn's Lane was flickering and required attention.
- b. **To consider switching off street lighting to reduce energy costs:** it was AGREED that this would not be pursued.
- c. **To receive quotations for a fixed term electricity contract for parish street lighting:** the Clerk advised that she continued to forward the monthly invoices from NPower to Indigo Swan so that they could monitor the market for the Council. Indigo Swan continued to advise that the NPower out of contract rates were currently one of the most competitive on the market and that it would be unwise for them to place the Council in a contract where it would be more expensive than these variable rates.

## 11. Finance

- a. **To note accounts for payment under the Late Payments Interest Act (1998):**
- |                              |         |      |
|------------------------------|---------|------|
| BHIB (Insurance Year 1 of 3) | £572.49 | BACS |
|------------------------------|---------|------|
- b. **To approve the accounts for payment:**
- |  |         |      |
|--|---------|------|
| TTSR Ltd (Grounds Maintenance Invoice 4 of 4)  | £831.80 | BACS |
| NPower (Street lighting Electricity Charges 1 <sup>st</sup> October to 31 <sup>st</sup> October) | £314.37 | DD   |

- c. **To note the finances received during October 2022:** None.
- d. **To approve the October 2022 financial statement:** it was AGREED to accept the October 2022 statement, which was signed by the Chairman, Cllr A Bunkle.
- e. **To note the Local Government, Pay Scales increase with effect from 1 April 2022 and agree to amend the standing order for Clerk's Salary from £12.95 per hour to £13.96 per hour at 4 hours per week:** noted and AGREED to amend the standing order for the Clerk's salary to reflect the new hourly rate.

## 12. Correspondence

**To note any general correspondence received.**

- a. **Email, Reduction of Speed Limit in village to 20mph:** both emails and the response and recommendations from Highways were noted and accepted.
- b. **BMACCS, Letter of thanks for annual donation.**
- c. **BCKLWN, Parish Update Sessions.**
- d. **BCKLWN, Examination of King's Lynn & West Norfolk Local Plan Review: Publication of Main Inspector's Questions and announcement of examination hearing dates.**
- e. **NCC, Cut back in bus services due to driver shortages**

## 13. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:** None.
- b. **Norfolk County Council (North and South Creake, B1355 Burnham Road/Church Street & The Common) Proposed Traffic Orders Notice 2022:** A copy of the Notice for the above proposed Order and a plan would be published in the Eastern Daily Press on the 4<sup>th</sup> November 2022. The public consultation period for this scheme will close on 29<sup>th</sup> November 2022.

## 14. Planning

- a. **Planning applications received.**  
SUPPORT - 22/01776/F - Installation of external insulation and two conservation style roof lights. at Hilltop 65 Burnham Road.
- b. **To note applications approved/refused by Borough Planning Control:** None.
- c. **To consider the development of a Neighbourhood Plan for North Creake:** it was agreed that in principle the development of a neighbourhood plan would be a good idea, but that the Parish Council alone did not have the time or expertise to develop this. Any input from parishioners wishing to form a steering group would be welcomed.

- 15. **Date of next Parish Council meeting and any agenda items:** Next meeting to be held on Thursday 8<sup>th</sup> December 2022.

Meeting closed: 8.05 pm.

.....Chairman

.....Dated

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL**