

NORTH CREAKE PARISH COUNCIL

Minutes of the Parish Council meeting of North Creake held in the Village Hall on Thursday 8th July, 2021, at 6.30pm.

Present: Councillors, A Bunkle (Chair), J Brettingham Smith, L Fletcher, B Lynn, J Robinson, I Studd and the Clerk, Sarah Harvey.

1. The Chair welcomed all present to the meeting.

2. **Apologies**

It was agreed to accept apologies for absence from Councillor S Sandell (Borough Council meeting). Apologies for absence were received from the Borough Councillor, C Morley and County Councillor A Jamieson.

3. **Declarations of Interest on Agenda Items**

Councillor A Bunkle declared a pecuniary interest in Agenda Item 8a, Land at Shammer.

4. **Minutes**

It was resolved that the minutes of the Parish Council Meeting held on Thursday 17th June, 2021, be approved and signed by the Chairman.

5. **Matters Arising from the Minutes for Information Only**

PC Website – it was noted that Steve Jackman had completed work to the website and that it would be submitted to Google for indexing imminently. The Clerk advised that she would pay for the annual hosting fee of £75 and would recoup the expense from the Council.

Fencing, Playing Field – it was noted that the grant secured from the Jack's Lane Community Benefit Fund has been credited to the Parish Council bank account. Wicksteed had now been notified in order to arrange a date to complete the perimeter fencing.

Village Gateways – it was noted that the signed terms and appropriate cheque had been forwarded to Norfolk County Council. Sally Bettinson (Highways Engineer) had been reminded of the various gateways that were to be placed at each entry/exit point to the village. Highways will place the order with Glasdon and arrange for the installation.

SAM2 Sign – the Clerk advised that Roy Payne at Westcotec had been advised on 15th April of the fault with the SAM2 sign and that he had been provided with Councillor L Fletcher's mobile number in order to collect the sign if a repair was required. The Clerk advised that as she had heard nothing to the contrary, so had assumed that the fault had been fixed. The Clerk contacted Westcotec again on the 2nd July to ascertain why contact had not been made in April and Westcotec had apologised for not following up the report. The Clerk advised that they had Councillor L Fletcher's mobile number and were going to contact him directly to discuss the problem, which they hoped could be fixed over the phone. Councillor L Fletcher confirmed that he had been contacted by Westcotec and would return their call to explain the problem.

Edge of Road, at Wells Rd – the Clerk advised that she had contacted Highways five times regarding this particular issue. It was noted that the Clerk had spoken to Victoria Buckingham (Highways Technician) and she had advised that she had been unable to contact the tenants of the land as the email provided had not worked.

Hedging, West Street – the Clerk advised that the issue was ongoing, and it had been left with Highways to confirm whether where the boundary line was. It was noted that the Clerk had advised Highways that the Parish Council had received another complaint regarding this and that an update would be appreciated so a line could be drawn under the issue once and for all. Victoria Buckingham (Highways Technician) confirmed that she had not received a full boundary for this location, and she would chase this up.

6. **Parishioner's Participation**

There were no questions/comments made.

7. **Reports from County and Borough Councillors**

There were no reports available.

Councillor A Bunkle left the meeting (6.40pm) and Councillor I Studd took the Chair.

8. **Land at Shammer**

To review and approve the draft deed of easement – the Clerk advised that the revised and final deed of easement had been circulated to all Councillors along with an explanation and summary of the main terms of the proposed Deed of Easement.

Councillor I Studd proposed, and it was agreed that the content was satisfactory and that arrangements should be made for the document to be signed. The Clerk would take advice from Chris Taylor (Butcher Andrews) on signing protocol and if it was necessary to visit Butcher Andrews in order to execute this.

It was agreed that the solicitors acting on behalf of Michael McNamara Associates Ltd should be advised that the Parish Council were very dissatisfied that their client chose to proceed with and execute the work prior to the deed of easement being agreed and signed.

It was also agreed that the Parish Council would authorise Butcher Andrews, in respect of clause 10.3, to give consent on behalf of NCPC to anyone wishing to be registered as the new owner to all of part of Michael McNamara Associates Ltd property.

Councillor A Bunkle returned to the meeting (6.54pm) and took the Chair.

9. **Future Biogas/Agricultural Traffic**

It was noted that two updates have received from Harry Runciman (Egmere Energy) via email and had been forwarded to Councillors on 22nd June and 2nd July.

10. **Open Spaces**

- a. **To note damage to the Stone Pit entry/exit gate sign** – Councillor A Bunkle advised that the new sign attached to the entry/exit gate at the Stone Pit had been vandalised and required replacing. It was agreed that this would be replaced with a second sign.
- b. **Telephone Kiosk, Church Street** - it was noted that BT had commenced the 90-day consultation programme with the Borough Council. At the end of the consultation period if the Council or interested parties had no objection to the permanent removal of the payphone service then the adoption could proceed.
- c. **To agree a representative to the Burn Alliance and to note any questions/comments** – it was agreed that Councillor J Brettingham Smith would represent North Creake Parish Council.
- d. **To receive an update regarding a proposed bid to lower the speed limit on the B1355 between South Creake and North Creake** – the Clerk advised that an update had been received from County Councillor Andrew Jamieson regarding the speed limit along the B1355. Grahame Bygrave (Director of Highways & Waste, Norfolk County Council) had now reviewed the speed limits in North & South Creake and had put together a proposal for speed limit reduction based on Highways Speed Management Strategy. Details of the existing and proposed speed limits had been made available to Councillors prior to the meeting. It was noted that *'In summary, the proposal would be changing the 40mph speed limit at the north end of South Creake to a 30mph, then dropping the national speed limit to 50mph. This would then link into the existing 30mph speed limit in North Creake. They also looked at the request to lower the speed limit in the hamlet known as 'The Common' which is south of South Creake. There is development here but most of it is well set back behind high hedges so the need for a reduced speed limit is not immediately apparent to drivers. It is recommended that this is retained at the existing speed limit.'*

It was considered and agreed that County Councillor Andrew Jamieson should be advised that the Parish Council were happy with the proposals and hoped that the costs for the Traffic Regulation Order could be met by the County Council.

- e. **Queen's Platinum Jubilee** - it was noted that the official date for the Queen's Platinum Jubilee was Friday 3rd June, 2022, with celebration extending into the weekend.
It was suggested that a sub committee should be formed to include representatives from Dunn's Lane in order to discuss a suitable location and what an event should consist of. It was agreed that Councillor A Bunkle would add something to Facebook and that some money should be precepted for an event when the budget was agreed in January 2022.
- f. **To receive a report regarding the SAM2 Speed Signs** – it was noted that one of the SAM2 signs remained faulty but that the second sign had been situated on Church Street. It was noted that the average speed had been recorded as 26.6 mph, the 85th percentile speed 35 mph and the maximum speed 75 mph recorded at midnight on the 3rd June.

11. Correspondence

The following correspondence had been received and the contents noted.

- a. **Email from Parishioner, Grass Cutting, Village Green** – noted and an appropriate response had been made.
- b. **Email from Parishioner, Status of Footpath behind properties 6 to 12 Dunn's Lane** – noted and the enquiry had been discussed between the parishioner and the Chair, Councillor A Bunkle.
- c. **Norfolk County Council, Invitation to bid for Parish Partnership Scheme 2022/23** – to be carried forward to the September agenda.
- d. **Norfolk County Council, 1 Million Trees for Norfolk update** – noted.
- e. To consider any other correspondence received since 2nd July, 2021
 - **Email/Telephone Call from Parishioner, Speed Limit between North and South Creake, Tree on the Village Green, Wild Rose Tree, Riverbanks, Bridge Railings** – the Councillors noted and discussed each of the issues and an appropriate reply would be forwarded to the parishioners. It was noted that the parishioners also wished to pass their thanks on to the Councillors.

12. Planning Matters

- a. It was resolved that the following planning applications be recommended for;
APPROVE - 21/01260/F - Proposed replacement Entrance Porch to Dwelling house at Chalk Hill Cottage, 69 Burnham Road.
- b. **Applications approved/refused** - there had been no planning applications approved/refused.

13. Footway Lighting

- a. There were no matters reported.

14. Finance

- a. Accounts for payment under the Late Payments Interest Act 1998:
 - 101603 – Cozens (UK) Ltd, Street Lighting Maintenance (Mar/Apr/May) - £36.00
- b. Accounts for payment: It was resolved that the following accounts should be paid.
 - 101604 – Norfolk ALC, Annual Subscription - £152.11
 - 101605 – Steve Jackman, Website Development (northcreakepc.info) - £100.00
 - 101606 – Clerk's Expenses (8th April to 7th July) - £160.34
 - Standing Order – Clerk's Salary (June) - £214.76
- c. Finance received during May: it was noted that no finance had been received.
- d. Financial Statement: The financial statement for May 2021, was considered, approved, and signed by the Chairman.
- e. **Burnham Market Area Community Car Scheme** – it was resolved that a donation of £100.00 would be given during the financial year 2021/22.
- f. **Replacement Cost for Sports Pavilion** – it was agreed that this would be carried forward to the September agenda.

Councillor J Brettingham Smith left the meeting (8.00pm).

15. Highway Matters

- a. **Dunn's Lane Footway Reconstruction** – it was noted that Norfolk County Council were currently planning a scheme to reconstruct the footway at Dunn's Lane. The contractor for the scheme requested use of a small section (roughly 6x6 meters) of the recreation ground as a temporary site compound. The works were to start on 20th September 2021 and were programmed to last for two weeks. The site compound would consist of some temporary welfare facilities and a small area for material storage any reseeding of the area would be done once the work was complete. It was agreed that the contractor may be permitted to use an area on the left through the main playing field gate.
Grounds Maintenance – it was noted that due to an alleged incident involving a parked car on the headland at the top of Dunn's Lane, the grounds maintenance contractors had stated that they would no longer cut within 2 metres of parked cars along this area.
It was noted that the Parish Council had taken responsibility for cutting this area regularly (15 cuts across the season) as Norfolk County Council maintained this area twice across the season and complaints had been received about the length of the grass between cuts from parishioners. It was agreed to write to properties that were situated opposite the headland to advise them of the circumstances and to ask that if vehicles had to be left on the headland, if the respective household could maintain the area.
- b. **To receive information regarding Norfolk County Council PROW grass cutting** – the Clerk advised that Norfolk County Council had confirmed that they currently cut parts of BR1, FP7, FP8 and all of FP12 – it was noted that you could reference these by visiting the interactive map <http://maps.norfolk.gov.uk/highways/>. It was noted that NCC used to cut BR15 to Creake Abbey but were informed other parties were no longer doing this to avoid duplication. All of the PROW's were cut twice across the season, however, it was noted that the contractor was currently behind schedule so these paths may not have been cut yet.
It was also noted that many of the PROW's were voluntarily maintained by the local farming community as and when they were able.
- c. **Hedging, Wells Rd** - it was noted that the Highways Technician had visited Wells Road and had confirmed that the hedge from Willow Cottage to the Anglian Water pump house was not Highways and would be the responsibility of the landowner. The hedge from the pump house to Norman's lane was Highways. As it was not currently dangerous this would be cut back after the bird nesting season.
- d. **Installation of posts around Norman's Lane / Wells Rd Green** – it was noted that the Highways Technician had still not received boundary confirmation for the green at Normans Lane/Wells Rd. This normally would take 12 weeks to come through, the Clerk requested the information on 4th June.

16. It was noted that the next Parish Council Meeting would be held on Thursday 9th September, 2021 at 6.30pm.

With no other business the Chairman closed the meeting at 8.35 pm.

..... Chairman
23rd September, 2021

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL