

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 12th January 2023 at 6.30 pm.

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

1. The Chairman welcomed all present to the meeting.
2. **Apologies for Absence:** Apologies were received from Cllrs S Sandell and I Studd which were AGREED to accept.
3. **Declarations of Interest on Agenda Items:** None.
4. The Minutes of the meetings held on 8th December 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:**
Borough Councillor C Morley tendered his apologies and provided a brief report via email advising that the BCKWLN had created a fund to help communities in West Norfolk celebrate and commemorate the King's Coronation. Small grants of up to £200 were available for those who were hoping to organise Coronation related activities or events in their parish. It was noted that the Local Plan hearings had been adjourned and the Inspector had asked the BCKLWN to provide further evidence for their spatial strategy and housing allocations. The projects being completed part of the £25 million Town deal were commencing, in particular the Guildhall regeneration. The money would be supplemented by the County Council, Borough Council and charity funds in order to deliver what was planned for the Guildhall, new library hub and riverfront uplift.
7. **Clerks Report:**
The Clerk went through her report and updated the Council on matters from December. It was noted that the new **Rocking Horse** was installed by Yates Playgrounds on the 14th/15th/16th December.
The **village sign** had been cleaned and repainted and returned on the 12th December.
The **defibrillator and external locked cabinet** had been received and arrangements would be made with Wyer Electrical Ltd to install this into the telephone box.
Play Area: the Clerk advised that she had met with a play consultant from Action, Play & Leisure (based in Norwich) before Christmas to discuss additional equipment for the play area that would target 5 to 14 year olds and would be more engaging. He was to forward his recommendation for the Council imminently. The Clerk would also arrange to meet with a play consultant from Online Playgrounds to also discuss additional equipment for the play area and to obtain another perspective.
Barchams still had no supply of **Nordmann Fir trees**, it was considered that this should no longer be pursued.
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 new data to report.
 - ii. **To receive a speeding offence update from NSCP:** the Senior Safety Camera Enforcement Officer, Malcolm Fitzsimmons had advised that during November 9 speeding offences had been recorded.
 - b. **To note any issues arising from the Play Area weekly visual inspections:** inspection reports from the 9th, 16th and 21st December were noted
 - i. **To approve the cost of a new cradle seat swing:** the Clerk advised that one of the cradle seat swings was starting to crack. It was AGREED to purchase a replacement seat from Online Playgrounds for £175 (ex VAT).

- c. **To consider any further feedback received regarding proposal to remove the Pavilion from the playing field:** it was noted that no further feedback had been received regarding the proposal and that the general consensus seemed to agree that the Pavilion should be removed from site. Three tenders for the work would be obtained for consideration at the February/March meeting.

9. Footway Lighting

- a. **To note any streetlights requiring attention:** it was noted that streetlights 9009 & 9007 had been reported to Cozens (UK) Ltd.
- b. **To approve the cost to replace the LED lantern outside no. 23 Dunns Lane:** it was noted that Cozens (UK) Ltd had advised that damage to lantern had occurred due to the water ingress and that a new LED lantern would be required. It was noted that this would not covered by the warranty. It was AGREED to accept the quotation of £395 (ex VAT).
- c. **To receive quotations for a fixed term electricity contract for parish street lighting:** the Clerk advised that a further update had not been received from Indigo Swan.

10. Finance

- a. **To note accounts for payment funder the Late Payments Interest Act (1998):** None.
- b. **To approve the accounts for payment:**
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| Althorp Estate (Rents, Land at Churchyard & Village Green) | 25.00 | BACS |
| Yates Playgrounds (Supply and Installation of Rocking Horse) | 8,340.00 | BACS |
| Salle Estate Christmas Trees | 264.00 | BACS |
| Fiona Davies (Repaint of Village Sign) | 362.50 | BACS |
| Clerk's Salary Claim and Expenses (13 th Oct to 11 th Jan 2023) | 173.06 | BACS |
- c. **To note the finances received during December 2022:**
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| Unity Trust Bank Instant Access Account (Credit Interest) | 142.22 |
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- d. **To approve the December 2022 financial statement:** it was AGREED to accept the December 2022 statement, which was signed by the Chairman, Cllr A Bunkle.
- e. **To approve a transfer of £6,950 from the Instant Access Account for payment of supply and installation of the new Rocking Horse:** it was AGREED that £6,950 from earmarked funds (from the Jack's Lane CBF (£5,000) and from the CIL payment (£2,102.10)) be transferred to the T1 Current account to pay for the Rocking Horse.
- f. **To approve the grounds maintenance contract for 2023:** it was noted that the grounds maintenance contract for 2023 had been received from TTSR Ltd. The annual cost for 2023 would be £3,077.85. It was AGREED to accept and approve a further one-year contract. It was noted TTSR Ltd had taken the decision to only quote for 1 year in the hope that costs may stabilise going into 2024.
- g. **To receive the draft budget and consider and agree the precept for the financial year 2023/24:** the budget was considered, and it was AGREED that the precept should be set at £15,801.00. It was noted that the increase by Band D property would equate to £1.86 annually or £0.18 over a 10 month payment period for 2023/24.
- h. **To update and approve the Financial Reserves Policy:** copies of the financial reserves policy had been circulated amongst Councillors for approval. It was noted that the purpose of the policy was to set out how the Council would determine and review the level of reserves it held. It was AGREED that £1,000 should earmarked for training purposes going forward. The policy along with a breakdown of the Councils general and earmarked reserves was approved and would be reviewed in January 2024 as part of the budget.
- i. **To discuss requesting donations for 2023 from business letting holiday homes:** a draft letter was circulated and approved by the council. This would be circulated to all businesses letting holiday homes in the village as per the previous year.

11. Correspondence

To note any general correspondence received.

- a. **Egmere Energy, Community Fund Applications for 2023:** applications were being invited for the Egmere Energy Fund, deadline for applications was the 30th April, 2023.
- b. **James Wild MP, Platinum Jubilee Village Hall Fund:** noted and a copy supplied to the Village Hall Committee.

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meet:** the Clerk advised that two potholes had been reported by the Bus Shelter, Wells Road.

13. Planning

- a. **Planning applications received:** None.
- b. **To note applications approved/refused by Borough Planning Control:**
22/01696/F North Creake 104 West Street - Proposed Two Storey Side Extension and Single Storey Rear Extension to 104.
Application Permitted 13 December 2022 Delegated Decision
22/01776/F North Creake Hilltop 65 Burnham Road - Installation of external insulation and two conservation style roof lights.
Application Permitted 20 December 2022 Delegated Decision

14. **Date of next Parish Council meeting and any agenda items:** Next meeting to be held on Thursday 9th February, 2023.

Meeting closed: 7.45 pm.

.....Chairman

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL