

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 8th December 2022 at 6.30 pm.

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

1. The Chairman welcomed all present to the meeting.
2. **Apologies for Absence:** Apologies were received from Cllr I Studd which were AGREED to accept.
3. **Declarations of Interest on Agenda Items:** Cllr A Bunkle declared a pecuniary interest in Agenda Item 10b.
4. The Minutes of the meetings held on 24th 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 report was received from the County Councillor A Jamieson.
Borough Councillor C Morley reported that 3% would be added to the Borough Council's budget for 2023/24 when the budget proposals were adopted by the Council in January 2023.
It was noted that £25 million had been secured from the Towns Fund and that many of the projects also required match funding for the £33.7m of investment in King's Lynn. Contributions had also been secured from other partners and funders, including Norfolk County Council.
Borough Councillor C Morley advised that his fund allocation for the Councillor Community Support Grant has been spent for 2022/23.
7. **Clerks Report:**
The Clerk went through her report and updated the Council on matters from November.
It was noted that the signed copies of the **Clay Shooting Club Agreement** from Althorp Estate had been received.
Rocking Horse: this would be installed towards the end of the week commencing 12th December.
Dog Waste Bin: this has now been received.
Play Area: the Clerk advised that she had met with a play consultant from Action, Play & Leisure (based in Norwich) to discuss additional equipment for the play area that would target 5 to 14 year olds and would be more engaging. It was noted that the play consultant would produce a couple of ideas for the Parish Council to consider. It was noted that evidence of support and match funding towards 41% of the total cost of the project would need to be sought in order to submit an application to the CIL Infrastructure Fund. Deadline for applications for 2023 were noted as 1st February and 1st August.
8. **Open Spaces**
 - a. **SAM2 Speed Signs/Norfolk Safety Camera Partnership**
 - i. **To receive a data report from the SAM2 Signs:** Cllr L Fletcher reported that between the 24th November and the 8th December the SAM2 cameras had been situated on Wells Road and Church Street.
The SAM2 sign on Wells Road had recorded a total number of 2,133 vehicles, with an average speed of 23.9mph, an 85th percentile of 29.6mph and a maximum speed of 45mph on Friday 25th November at 7.05pm.
The SAM2 sign on Church Street had recorded a total number of 19,468 vehicles, with an average speed of 28.3mph, an 85th percentile of 35.6mph and a maximum speed of 75mph on Tuesday 29th November at 8.30am.
 - ii. **To receive a speeding offence update from NSCP:** No further data has been received.

- b. **To receive and update regarding the installation of a defibrillator into the BT Kiosk:** the Clerk reported that the order for the Mindray C1A Defibrillator and External Locked Defibsaf2 Cabinet with additional telephone box fittings had been placed with London Hearts. Once the payment had been received, they would arrange for it to be dispatched.
It was noted that London Hearts no longer provided face to face training due to Covid and now their trainers were required for NHS duties and were not authorised to conduct alternative work. Under the advice of their NHS trainer, they have had a full Defibrillator demonstration training session professionally recorded in a studio and this also contained a full list of FAQs that their trainers were regularly asked regarding the use of Defibrillators. The session is provided with their defibrillators and is sent over as a link in an email following receipt of payment. The link can be opened, and the session can be downloaded and forwarded remotely to any third party. Once the Defibrillator had been received and installed, they would provide the link on how to register this with the ambulance service via The Circuit – a Defibrillator could not be registered until it was installed.
The Defibrillator would carry out its own daily testing so if there was an issue the green flashing light would start flashing red. It was recommended that someone looked at the Defibrillator every few weeks or so just to check the green light was flashing and more importantly that no one had tampered with the cabinet or defibrillator.
Installation instructions for the electrician were provided with the cabinet from the manufacturer. It was AGREED that 3 x Defibrillator signs at a cost of £20.30 + VAT per sign should be purchased from x2connect Ltd providers of BT Kiosks and spares.
- b. **To consider receive an update from the Christmas Tree event 2022:** it was noted that it had been a successful and an enjoyable event.
The Clerk advised that she had spoken to Salle Estate to enquire whether they supplied larger bald root Norwegian Spruce/Nordmann Fir trees to plant. It was noted that they only supplied pot grown trees, the largest being 4ft. Their recommendation had been to visit Barchams in Ely and suggested a Nordmann Fir. It was noted that Barchams were currently out of stock. It was agreed to enquire with Barchams again in the New Year.
- c. **To approve the cost to carry out the play area annual inspection:** it was AGREED that David Bracey (Play Safety Inspections) should undertake the inspections in April 2023 at a cost of £120 + VAT.

9. Footway Lighting

- a. **To note any streetlights requiring attention:** None.
- b. **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.

10. Finance

- a. **To note accounts for payment under the Late Payments Interest Act (1998):** None.
- b. **To approve the accounts for payment.**
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| • Glasdon UK Ltd (Metal Fido 35 Dog waste Bin + fixings) | 302.53 | BACS |
| • London Hearts (Beneheart Mindray C1A Defibrillator & Defibsaf2 Locked Cabinet with Tel Box fittings + P&P) | 1,367.00 | BACS |
| • Adam Bunkle (Father Christmas Gifts – Christmas Event 2022) | 44.50 | BACS |
| • Cozens UK Ltd (Street Lighting Maintenance Sept/Oct/Nov) | 36.00 | BACS |
| • S Harvey (Salary Claim for Backdated Pay effective from 1 st Apr to 12 th Nov 2022) | 32.32 | BACS |
| • NPower (Street lighting Electricity Charges 1 st Nov to 30 th Nov) | 261.31 | DD |
- c. **To note the finances received during November 2022:** None.
- d. **To approve the November 2022 financial statement:** it was AGREED to accept the November 2022 statement, which was signed by the Chairman, Cllr A Bunkle.
- e. **Smaller Authorities Audit Appointments, Notification of external auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27:** it was noted that PKF Littlejohn LLP had been appointed as auditor for 2022-23 to 2026-2027

11. Correspondence

To note any general correspondence received.

- a. **NCC, Review of bus services in your area:** views, and/or feedback was being sought regarding Service 27 & 28: Creakes to Fakenham and Fakenham Town service: currently operating only on Tuesdays and Thursdays. It was noted that a link to the Coasthopper Service passing through Burnham Market would provide better access to local facilities and transport links. It was noted that the service was essential for those parishioners with no vehicular access and to assist in the reduction of vehicle usage as a whole.
- b. **Email from Parishioner, Removal of Pavilion:** noted and thanked for contribution.

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:**
NCC, Rocks in the Public Highway, Normans Lane: Damien Jeffries (Highways Engineer) had noted and queried large rocks on the edge of the verge at Normans Lane and whether the PC had placed these out to prevent parking / driving onto the verge. The Clerk noted that she had responded stating that these had not been placed by the Parish Council. She had advised that although the PC had liaised with Highways regarding installing additional wooden posts to stop drivers cutting across the green, the Council had been advised that this wasn't permissible and this particular area was owned by highways, so no further action had been taken.
- b. **Temporary Traffic Order affecting the B1355 Fakenham Road** from its junction with U22320 Southgate Road for 30m westwards in the PARISH OF SOUTH CREAK because of Anglian Water ARV and isolation valve installation works. The road will be temporarily closed (except for access) from 19th to 21st December 2022 for the duration of the works expected to be about 3 days within the period.

13. Planning

- a. **Planning applications received.**
NO OBSERVATIONS
22/01990/F - A timber pent shed with a steel 'Plastisol' roof. 1 door to the West and a window facing North at 90 West Street.
- b. **To note applications approved/refused by Borough Planning Control:** None.

14. Date of next Parish Council meeting and any agenda items: Next meeting to be held on Thursday 12th January, 2023.

Meeting closed: 7.30 pm.

.....Chairman

.....Dated

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