

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 9th March 2023 at 6.30 pm.

Present: Councillors A Bunkle (Chair), J Brettingham Smith, L Fletcher, J Robinson, I Studd and 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 B Lynn and S Sandell which were AGREED to accept.
3. **Declarations of Interest on Agenda Items:** Cllr J Brettingham Smith declared a pecuniary interest in Agenda Item 13a, Planning.
4. The Minutes of the meetings held on 9th February 2023 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:**
Apologies for absence were received from Borough Councillor C Morley who was on holiday.
7. **Clerks Report:**
The Clerk went through her report and updated the Council on matters from February.
Telephone Kiosk: the Clerk advised that prior to investigating further lighting options Wyer Electrical had been asked if they could ascertain whether the current light on the ceiling of the kiosk was faulty or whether the bulb needed replacing.
The Clerk noted concerns regarding access to the covered switch installed to the right of the external locked cabinet. It was noted that two locks that had been purchased were either too big or unwieldy to fit. It was noted that Wyer Electrical was liaising with the manufacturer of the waterproof spur to see if they could provide a lock off kit. The alternative would be to change to an un-switched fuse spur.
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 both signs had been taken down as the batteries required recharging in order to access the data. Once the data had been extracted this would be circulated via email.
 - ii. **To receive a speeding offence update from NSCP:** it was noted that speeding offence data had been received by the Council up until the 5th February. Further data would be requested from Malcolm Fitzsimmons (Senior Safety Camera Enforcement Officer) prior to the April meeting. The Clerk advised that speeding offence data could be viewed by members of the public via the Norfolk Constabulary website - <https://www.norfolk.police.uk/advice/roads-and-vehicles/speeding>.
 - b. **To note any issues arising from the Play Area weekly visual inspections:** inspection reports from the 8th, 17th and 24th February were noted. The new cradle seat swing had been received and would be installed by Cllr I Studd.
 - c. **To consider recommendations for additional play area equipment and to approve a project to pursue for grant funding:** it was noted that Action Play & Leisure had supplied two multi-play options (in steel and timber) and Online Playgrounds had also provided a multi-play unit options in both steel and timber. They had also supplied both timber and steel options for multi-play units that did not have a slide. In addition to this, quotations had been sought from NGF Play Ltd and Online Playgrounds for some outdoor gym equipment as further option.

It was PROPOSED by Cllr I Studd and SECONDED by Cllr J Robinson and AGREED that the quotation submitted by NGF Play Ltd for six pieces of outdoor gym equipment should be accepted. The total project cost was noted as £10,674.00 (ex VAT). A funding application for £5,000 would be

submitted to Jack's Lane Community Benefit Fund and the Egmore Energy Community Fund to cover part of the cost. The remainder of the cost would be met by ringfenced funds for the Play Area.

It was AGREED that various multi-play equipment options should be placed on the Parish Council website with a link from Facebook in order to provide parishioners with an opportunity to express their views.

- d. **To note the revised quotation to replace the safety surfacing underneath the swing units:** it was noted that Online Playgrounds had reviewed their quotation for the safety surfacing and the total cost had increased from £5,841.50 to £6,674.70 (ex VAT). It was AGREED that in the first instance the safety surfacing would be replaced under the cradle seat swings, as this was cracking and deteriorating. The total project cost was noted as £3,682.70 (ex VAT). It was AGREED to remove and ringfence £3,500 from the defibrillator reserves to meet the project cost.
- e. **To receive a quotation to retention the zip slide:** it was noted that Online Playgrounds had provided a quotation to retention the zip wire and for any new parts that may be required. It was AGREED to revisit the quotation once the annual play area inspection had been completed by David Bracey in April.
- f. **To approve a quotation to dismantle the Pavilion and remove and dispose of associated material:** it was noted that three quotations had been sought to remove the Pavilion, its contents and detritus laying around the immediate site. The quotations did not include the smaller wooden building that stood to the side of the pavilion. It was AGREED that Daly Construction should be awarded the contract for a total cost of £1,800 (ex VAT). It was noted that the dumper truck tracks across the playing field would be kept to a minimum so as not to make a mess and the skip would be sited just inside the main playing field gate. Daly Construction had also advised that any further debris that arose (other than the debris already on site) once the skip was in place would incur an extra cost for both labour and disposal.
- g. **To consider work to reduce the crown of the Oak Tree, Millennium Green:** it was noted that as the Oak tree was in a conservation area with a trunk diameter of 75mm or more it was covered with a tree preservation order, conservation area consent would need to be obtained from the BCKLWN for around £40. It was AGREED that in the first instance contact would be made with NCC Highways as they had previously intimated that they were responsible for the small green area.
- h. **To consider ways to mark the King's Coronation:** it was note that following a post on Facebook there had been no suggestions/offers of help in ways the event could be celebrated. It was therefore AGREED not to pursue this further.
- i. **To note and agree any further action following flytipping, School Meadow:** it was noted that both the landowners (Althorp Estate) and the BCKLWN had been notified and that the furniture had been removed.
- j. **To consider a date to arrange a village litter pick:** it was AGREED to arrange a litter pick for Sunday 26th March, the details of which would be publicised on Facebook. The Clerk would arrange for the rubbish to be collected by Serco (BCKLWN) on Monday 27th March.

9. Footway Lighting

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

10. Finance

- a. **To note accounts for payment funder the Late Payments Interest Act (1998):** None.
- b. **To approve the accounts for payment:**

NPower (Street Lighting – February)	257.75	DD
Cozens (UK) Ltd (Street Lighting Maintenance Dec/Jan/Feb)	36.00	BACS
Wyer Electrical Services Ltd (Installation of Defibrillator)	294.00	BACS
Norfolk Parish Training & Support (Annual Subscription)	158.01	BACS
BCKLWN (Dog Bin Emptying x 3 Bins – 2022/23)	312.00	BACS
Clerk's Salary (February)	241.97	SO
- c. **To note the finances received during February 2023:**

UKPN (Wayleave Payment 2023/24)	32.00
Business Donations	250.00
- d. **To approve the February 2023 financial statement:** it was AGREED to accept the February 2023 statement, which was signed by the Chairman, Cllr A Bunkle
- e. **To approve donations to local charities:** it was PROPOSED by Cllr I Studd, SECONDED by Cllr L Fletcher and AGREED that a donation of £150 should be made to Heritage House.

- f. **To receive an update following request for donations from business letting holiday homes:** it was noted that to date businesses operating within the village had donated £450 to assist the Council with the upkeep and facilities supplied within the village. It was AGREED that a further letter should be sent to non-contributors during August.

11. Correspondence

To note any general correspondence received.

- a. **Email from Parishioner, Play Area Fundraising & New Equipment:** it was noted that a parishioner had raised £1,400 through Bingo Evenings to assist with the cost of purchasing further equipment for the Play Area. It was AGREED that the parishioner should be thanked for all that she continued to do and for the money that had been raised and be kept advised of decisions/progress made regarding equipment for the play area.
The parishioner had suggested that some thought be given to the provision of equipment for older children, such as outdoor gym equipment or skateboard rails.
- b. **BCKLWN, Parish Council Elections:** the Clerk provided information relating to the local elections taking place on Thursday 4th May, including the Parish Council elections and the nomination process.
- c. **Norfolk County Council, County Deal Public Consultation:** it was noted that the Public Consultation would conclude on 20th May and that two Webinars were being hosted by the Norfolk ALC for all interested parties to hear more detail about the proposed deal and to ask questions from the officers directly involved.
- d. **BCKLWN, Funding Update for West Norfolk:** noted.
- e. **Email from Parishioner, Motorbike activity Dunn's Lane/West Street:** the concerns of the parishioner were noted and it was AGREED that the landowner (Althorp Estate) should be advised of the issue and the impact this was having on properties along both West Street and Dunn's Lane. The Community Engagement Officer (Norfolk Constabulary) would be approached in order to advise of the situation and to ascertain what if any action could be taken from their perspective. The parishioner should be informed that if the noise from the motorbikes persists and continued to be a nuisance that they should inform the Community Safety and Neighbourhood Nuisance team at the BCKLWN to see if they could do anything to help.
- f. **Email from Parishioner, Flytipping/Tree Removal, Dunn's Lane:** the concerns raised by the parishioner were noted and it was AGREED to inform the landowner (Althorp Estate) of the activities.

Cllr J Brettingham Smith left the meeting (7.53 pm)

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:** it was noted that the stones that had been placed around the Millennium Green had been removed and it was agreed to ascertain why this had been done.
- b. **Highway & Community Ranger visit to North Creake (April):** None.

13. Planning

- a. **Planning applications received.**
NO OBSERVATIONS
23/00198/F - Construction of traditional wooden cart shed & potting shed at Glebe Farm
Wells Road.
- b. **To consider plans since publication of agenda:** None.
- c. **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 13th April, 2023.

Meeting closed: 8.00 pm.

.....Chairman

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL