

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 14th September 2023 at 6.30 pm.

Present: Councillors A Bunkle (Chair), J Brettingham Smith (Vice-Chair), S Baker, J Robinson, J Rocklin, S Sandell, and L Fletcher (Clerk/RFO).

Member of Public: 0

1. The Chairman welcomed all present to the meeting.
2. **Apologies for Absence:** Apologies were accepted from Cllr A Culshaw
3. **Declarations of Interest on Agenda Items:** None
4. The Minutes of the meetings held on 8th June 2023 were circulated before the meeting. It was AGREED that they were 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 from County Councillor A Jamieson. Borough Councillor C Morley provided a written report which was noted.
7. **Approve appointment of new Clerk/RFO**
The council agreed unanimously to approve the appointment of Len Fletcher as the Clerk/RFO
8. **Clerks Report:**
The Clerk went through the Clerks report and updated the Council on matters from the June meeting.
Outdoor Gym: the Clerk advised that installation of the outdoor gym had started with the setting of the bases in concrete with the gym equipment to be installed in the week following the meeting
SAM2 Speed Signs: The Clerk advised that NCC have arranged for their 50% contribution and the LMF payment of £1500 to be transferred to the PC bank account
9. **Open Spaces**
 - a. **SAM2 Speed Signs/Norfolk Safety Camera Partnership**
 - ii. **To receive a data report from the SAM2 Signs:** there was no data available to report. Clerk and Cllr J Robinson to arrange installation of new SAM2 speed sign.
 - iii. **To receive a speeding offence update from NSCP:** it was noted that speeding offence data had been received prior to the meeting. It was noted that the Motorbike unit had attended North Creake and set up at the Wells Road junction. it was agreed to contact Malcolm Fitzsimmons (Senior Safety Camera Enforcement Officer) in support of the motorbike initiative and to request that it attends the village on a regular basis.
 - b. **To note any issues arising from the Play Area weekly visual inspections:** It was agreed to research a replacement bin for the play area as the current one has no lid and fills with water, it was also agreed to resite any replacement bin between the play area and the new outdoor gym equipment.
 - c. **To appoint a person/s to carry out the routine visual inspection of the play area:** It was agreed to appoint the Clerk to carry out the play area inspection.
 - d. **Outdoor Gym equipment:** It was agreed that £4467 should be taken from the play area earmarked sum of £7971.09 to cover the remaining sum needed to pay for the outdoor gym equipment.
 - e. **To consider feedback received and additional equipment for the playing field/play area:** Cllr Rocklin reported that the new equipment would cost in the region of £120,000 and as such it was agreed that this would be too expensive and other options to improve the play area would need to be researched.
 - f. **To discuss plans for the Christmas Tree event for 2023:** It was agreed to order a Nordman Fir tree of between 12 to 14 feet in height for delivery w/c 27th November with a proposed event date

of 8th December. It was further agreed for the Clerk to contact FTC to find out if they were visiting North Creake with the 'Santa Trucks' and if so whether they would be able to visit on the day of the switch on event.

- g. **To discuss the further management of the land at Shammer:** Cllr Brettingham-Smith reported that he and Cllrs Robinson and Culshaw had inspected the trees at Shammer and found the majority to be doing well, Cllr Robinson has cut the grass between them and Cllr Brettingham-Smith has requested 60 trees from the Woodland Trust to replace the ones that haven't survived

9. Footway Lighting

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

10. Finance

- a. **To note accounts for payment under the Late Payments Interest Act (1998):**

Npower (Street Lighting – July)	270.47	DD
Clerks Salary (July)	241.97	SO

- b. **To approve the accounts for payment (see below):**

Npower (Street Lighting – Aug)	276.19	DD
Clerks Salary (Aug)	241.97	SO
Miss S Harvey (Wix.com Annual Hosting fee for website)	93.60	CHQ
Miss S Harvey (Wix.com Domain name for website)	12.46	CHQ
BMACCS (Annual Donation)	100.00	CHQ
Cozens UK Ltd (Street Lighting Maintenance Jun/Jul/Aug)	36.00	CHQ
PKF Littlejohn LLP (External Audit Fee)	252.00	CHQ
Wescotec Ltd (SAM2 Bluetooth Data Collection Unit)	3705.60	CHQ
Clerks Expenses (13 th April to 12 th July 2023)	12.60	CHQ

- c. **To note the finances received during May 2023:**

Norfolk Community Foundation (Chiplow CBF)	2500.00
Egmere Energy CBF	1000.00

- d. **To approve the July and August 2023 financial statements:** it was PROPOSED by Cllr J Robinson, SECONDED by Cllr S Sandell and AGREED to accept the July and August 2023 statements, which were signed by the Chairman, Cllr A Bunkle.

- e. **To receive the External Auditors report following the Limited Assurance Review of AGAR:** The Clerk reported that the external audit for the financial accounts 2022/23 had been carried out and there were no matters of concern that the auditor wished to raise with the Parish Council. The report will be published on the PC website and displayed in the PC N noticeboard by 30th September.

11. Correspondence

To note any general correspondence received.

- a. **Email from Parishioner, hedging along Wells Road and Church Street:** Correspondence and clerks reply noted, it was agreed to contact Highways as the matter had previously been raised with them.
- b. **Email from Parishioner, Parking in Dunns Lane:** Email noted, it was agreed to report the abandoned vehicles to BCKLWN for removal.
- c. **Future Biogas, End of Rye Harvest.** Email noted.
- d. **Sworders, Proposed Agricultural Tied dwelling at Burn Valley Vineyard:** It was noted that Sworder had written to the council regarding the proposal and that they would be seeking planning permission for the development. Cllr Bunkle advised that until the planning application came before the council no discussion could take place regarding the proposal so as to not prejudice any future decision made by the council.
- e. **BCKLWN, Letter to all PC Chairs from the Leader of the Council:** Letter noted.
- f. **BCKLWN, Council Tax Support Scheme 2024/2025 – Consultation:** Noted, it was Agreed to publicise the consultation as requested by the Borough Council
- g. **BCKLWN, Planning update Session:** Cllr Rocklin and Cllr Baker to attend the session on 10th October at 6pm
- h. **UPP, Full Fibre Broadband in North Creake:** Clerk to reply requesting further information.

12. Highways Matters

- a. **Matters reported to the Clerk prior to the meeting:** it was noted that another pothole has developed along Wells Road, Clerk to report to Highways.
It was agreed to approach Althorpe Estate to request a short permissive path from the Millennium green to the beginning of the Abbey lane as the lane is a popular walk but it is becoming dangerous to access along the short stretch of road.

- b. **Highways Community Ranger visit North Creake - October 2023:** it was noted that the following issue should be reported for attention.
 - Potholes along Wells Road.

13. Planning

- a. **Planning applications received:** 23/01372/F – It was agreed to support the application.
- b. **To consider plans since publication of agenda:** None to date.
- c. **To note applications approved/refused by Borough Planning Control:**
23/01118/PACU3 | Notification for Prior Approval for change of use of agricultural building to three dwellings (Schedule 2, Part 3, Class Q) | Grain Silo N of The Bungalow Beacon Hill Road Shammer North Creake Norfolk

Application Refused

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

- 15. Meeting closed: 8.50 pm.

.....Chairman

.....Dated

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