

# North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held in the Village Hall, North Creake on Thursday 13<sup>th</sup> January 2022 at 6.30 pm

Present: Councillors: A Bunkle (Chair), B Lynn, J Robinson, S Sandell, I Studd, J Brettingham Smith, L Fletcher and S Raven (Locum Clerk) and Borough Councillor C Morley. No members of the public present.

## **1. Welcome:**

The Chairman welcomed all present to the meeting.

## **2. Apologies for Absence:**

None.

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

None.

## **4. Minutes of the Meeting on 16<sup>th</sup> December 2021**

The Minutes of the meeting held on 16<sup>th</sup> December 2021 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:**

No members of the public were present.

## **6. Reports from County and Borough Councillor:**

Borough Councillor C Morley updated on the situation with CITB at Bircham. Tutors have been recruited and will offer different courses. No applications have been submitted for the Community Support Grant from the Borough Council.

## **7. Clerks Report:**

Clerk went through report and updated:

Land at Shammer – Once Butcher Andrews solicitors bill has been paid the Easement would be signed and completed.

## **8. Open Spaces:**

- a) Report regarding the SAM2 Speed Sign: Cllr Fletcher reported there were difficulties downloading the data on one. The other unit will be delivered to Westcotec. Clerk to liaise to download data.
- b) Clay Shooting Club draft agreement: New Agreement needs to be drafted. AGREED for a Working Party/Advisory Group to prepare a draft agreement. The Advisory Group to include Clerk, Cllr A Bunkle and Cllr I Studd. Terms of Reference for the Advisory Group to draft new Agreement.
- c) BT Phone Box: It was PROPOSED, SECONDED and AGREED to adopt the BT Phone Box. Contract signed by Cllr A Bunkle. It was discussed that the BT Phone Box would be used to hold a defibrillator for the parish. Defibrillator to be placed on agenda for next meeting to discuss in more detail.
- d) Annual Clock Service: This had taken place on 10<sup>th</sup> January 2022. No report received to date.

- e) Section 215 Notice to enforce Land on Church Street: It was discussed regarding land on Church Street which was very overgrown and untidy. It was PROPOSED, SECONDED and AGREED to write to the Borough Council to consider a Section 215 Notice being given to the property owner.
- f) Weekly Play Equipment Inspections: Clerk went through the Play Inspection Sheet and advised of various issues with play equipment. Extensive mole hills on the playing field. Clerk to obtain quotes for next meeting. Zip wire plastic handle is slightly damaged. Both sets of swings have a build-up of moss underneath and would become slippery when wet. Baby swings the ground surface has a slight crack that needs monitoring. Steps to slide needs attention. Clerk to obtain quotes for new steps. Rocker Horse side stands need monitoring. Also, interior movement cannot be seen. Overhead bars are rusty to hold onto. This will be dealt with when painted in summer. Goal posts are not secured into the grass area.

## **9. Planning:**

- a) 21/02347/F : Conservatory to rear of main dwelling to be dismantled, base extended. Aluminium frames and Orangery style lantern roof as per drawings. at Scuderia Normans Lane North Creake Fakenham Norfolk NR21 9LD - No observations.

### *Dealt with by Delegated Decision*

- b) Existing Timber Conservatory 6200 wide X 3270 Projection frames and roof to be dismantled and replaced with Aluminium frames & roof at Scuderia Normans Lane North Creake Fakenham Norfolk NR21 9LD Ref: 21/02351/F – no observations
- c) Replacement of Existing Timber Conservatory on Garage Block, 6200 wide X 3270 Projection frames and roof to be dismantled and replaced with Aluminium frames & roof at Scuderia Normans Lane North Creake Fakenham Norfolk NR21 9LD 21/02352/LB – no observations
- d) Listed Building Application: Conservatory to rear of main dwelling to be dismantled, base extended. Aluminium frames and Orangery style lantern roof as per drawings. at Scuderia Normans Lane North Creake Fakenham Norfolk NR21 9LD Ref; 21/02348/LB – no observations

## **10. Footway Lighting**

- a) Streetlights requiring attention: Light outside 23 Dunns Lane was reported flashing on and off. Clerk has checked but all lights at Dunns Lane on.
- b) New Streetlights in the Parish: Discussion on where new streetlights are needed near bridge also another one could be placed on Church Lane. The streetlights along West Street do not seem to be very bright. Clerk to speak with Cozens (UK) regarding the lighting. Clerk to research prices and permission for three new streetlights for discussion at next meeting.

## **11. Parish Online:**

Parish Online was discussed and the uses of having this. The subscription fee is £45 per annum. It was PROPOSED, SECONDED and AGREED to subscribe to Parish Online. Councillors to be set up with reader access.

**12. Finance:**

- a) Consider the draft budget/precept 2022/2023: Draft had been circulated to Councillors before the meeting. This was discussed in detail. It was PROPOSED, SECONDED and AGREED to set the precept at £16048.00.
- b) Accounts for payment under Late Payment Interest Act (1998): Althorp Estate Village Green £10. Althorp Estate Land at Church Yard £15.00. These were PROPOSED SECONDED and AGREED to be paid.

Cllr J Brettingham Smith left the meeting.

- c) Accounts for payment: Cllr A Bunkle £65.00 Christmas Gifts for Children, S Raven (Locum Clerk) £3.23 postage and £32.34 Replacement litter keys. These payments were PROPOSED, SECONDED and APPROVED
- d) Finances received during December 2021: Interest received of £0.41.
- e) December Financial Statement: It was PROPOSED, SECONDED and AGREED to accept the December 2021 Statement.
- f) Reserve Account: The Ringfenced reserves were discussed and adjusted. The following would be added from the current account: new reserve for BT box and defibrillator: £5000. To add the following £1000 War Memorial, £5000 to Play Area, £6000 to street lighting, £1000 to Village Events and £1000 to Village Sign.
- g) Moving from Business Reserve Account to Current to offset the Christmas Tree payment: This was PROPOSED, SECONDED and AGREED to transfer the sum of £264.00.
- h) Business rates registration of holiday Home: Draft letter supplied together with list of businesses in the parish. It was PROPOSED, SECONDED and AGREED to undertake a property search to ascertain who the property owners are. This would be a cost of £45.00. Draft letter to be amended and circulated for agreement by Councillors once amended. Once letter agreed to then be sent via post.
- i) Replacement costs for the Sports Pavilion: No update at present.

**13. Highways Matters**

- a) Reported Matters: None reported.
- b) Traffic Regulations Order update between South and North Creake: No update had been received.
- c) Layby near Church: Potholes in the layby have been reported but Highways have not scheduled yet.
- d) Wells Road pull ins: Potholes need attention. Cllr I Studd to action this.

**14. Date of next Parish Council meeting and any agenda items:**

Next meeting to be held on **Thursday 10<sup>th</sup> March 2022** at 6.30 pm in the Village Hall.

Meeting closed: 8.15 pm

.....Chairman

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROED BY FULL COUNCIL