

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held at the Village Hall, North Creake on Thursday 16th October 2025.

Present: Coucillors A.Bunkle (Chair), J.Bretiingham Smith (Vice-Chair), A.Culshaw, S.Sandell, J.Robinson and L Fletcher (Clerk/RFO).

No Members of public attended the meeting

1. The Chairman welcomed all present to the meeting.
2. Apologies for Absence: Apologies were received and accepted from Cllr S. Baker and Cllr J. Rocklin and also from the District Councillor Cllr C Morely
3. Declarations of Interest on Agenda Items: None declared
4. The Minutes of the meetings held on 18th September were agreed after correcting a grammatical error in item 9d. Once amended It was agreed that they were a correct record of the proceedings and signed by the Chair.
5. Parishioners Questions and Statements: There were no members of the public present
6. County and Borough Councillor Reports – A report from the District Councillor was noted, no report received from the County Councillor
7. Clerks report/matters arising
 - a. The Clerk advised that Npower have sent out several invoices and credit notes after not invoicing for aprox 6 months, also they had not taken the direct debit for the Christmas light supply saying that none was set up. The clerk responded saying they had a dd to take payment, they have now re-instated it and taken payment. It was also noted that they have this supply listed as unmetered, however it is metered, Clerk to update Npower and get supply invoiced correctly.
 - b. Willows on Wells Road. The Clerk provided a summary of communications with the Highways Engineer and County Councillor in which NCC are still advising that they are not their responsibility. Clerk to arrange an on-site meeting with the Highways Engineer, resident affected and councillors to get issue resolved.
 - c. Christmas tree order – It was agreed to order a 480/540 large cut Nordman Fir at £210.25 + delivery from Melton Farms. Christmas tree & light set up scheduled for 29th November with switch on event planned for 5th December
 - d. Housing needs survey. The clerk reported that 49 responses were received which is a 21% response rate and is just above the average response rate normally achieved. The full report is currently being prepared by CANS which will then be sent to the borough council for comment before being released to the Parish Council
 - e. Fencing over River Burn has been reported to Enviroment Agency, clerk to chase for an update from them
 - f. Email from parishioner noted in previous meeting has been responded to and matter now resolved
 - g. Issues regarding sending out of summons to councillors have been identified and resolved. Clerk to email summons one week before meeting, councillors to contact clerk if summons not received by them by the Friday before the meeting so that it can be reissued before the 3 day deadline
8. Training – No new courses available
9. Open Spaces

- a. Speed Offences/SAM2 signs – None recorded in August. Clerk to contact South Creake to ask if they have seen any noticeable effect from the new signs they have purchased
 - b. Play area – No issues to report other than mole activity, clerk to contact Acorn Pest Control and ask them to deal with them.
 - c. Approve purchase of Christmas tree. Item already covered under item 7c
 - d. Fence across River Burn. Item already covered under item 7e
 - e. Telephone Box/Defibrillator – Item carried forward to next meeting as councillor requesting item not able to attend
10. Biodiversity – Cllr A. Culshaw and the clerk prepared the verge by the village hall and sowed the wildflower seed. Cllr Culshaw to make a sign to advise the public that the verge has been sown with wildflowers.
11. Footway lighting – No issues reported, clerk to check lights in village now evenings are drawing in and report as appropriate.
12. Finance
- a. Late payments – None
 - b. Payments approved:
 - Wildflower seeds £42
 - Bank Charges £6
 - Accounts Software £31.20
 - Street Lighting £254.85
 - Grass cutting £1020.58
 - Wages £265.72
 - Poppy Wreath £24.99
 - Crosses for War Graves £42
 - c. Finances received
 - Interest £164.18
 - Precept £9403.50
 - d. The September bank reconciliation was agreed and signed
13. Correspondence – The clerk advised that after publishing the agenda/summons that the insurance renewal was received £1126.05 which was agreed.
14. Highways – Nothing reported prior to meeting
15. Planning
- Applications received – it was agreed to support 25/01535/F
 - Application decided – None
16. Staffing
- a. Annual local government pay award – Item carried forward to next meeting
 - b. Staff appraisal – It was agreed to continue with the current informal process and raise issues as appropriate.

Date of next meeting – 13th October

Meeting closed at 7.35 pm

.....Chairman
.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL