

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL**  
**HELD ON WEDNESDAY 12<sup>TH</sup> AUGUST AT 7.30 PM**  
**VIA ZOOM**

**Present:-**

Chairman – Cllr. B. Boughton, Cllr. D. Burns, Cllr. N. Hurst,  
Cllr. R. Neville, Cllr. C. Owers, Cllr. J. Spencer, Cllr. P. Taylor and Cllr. S. Wild

Julie Chance FSLCC – Clerk.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. L. New and Cllr. J. Sweeney.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Declarations of interest were received from Cllr. Spencer in respect of any allotment matters.

**3. PUBLIC PARTICIPATION**

No members of the public were present at the meeting.

#### 4. PLANNING

**4.1 Deterioration of Properties:-** It was reported that there are several empty properties in Trunch which are deteriorating. It was **AGREED** that the Clerk would write to North Norfolk District Council and ask them to add the properties to their Empty Homes Register.

**Property North Walsham Road:-** It was reported that this property is in a bad state of repair. It was reported that the owner of the property has recently become too frail to remain and has been moved to full time care. It was **AGREED** that this situation would be monitored.

**4.2 Metal Container – Mundesley Road:-** The Chairman reported that a letter has been sent to the owners of the land advising them to speak to North Norfolk District Council concerning any planning permission that may be required. A further letter has been sent in reply to their letter enquiring why the Parish Council are involved in this matter.

**4.3 Trailers – Farm Land:-** It was reported that this site will be a temporary camp site. Following lengthy discussion it was **AGREED** that thank you letters would be sent to the owner of this land and the owner of Willoughby House to thank them for engaging with the Parish Council and residents.

**4.4 Summer House – Back Street:-** It was reported that a lot of work is being undertaken on this site. It was **AGREED** that this situation would be monitored.

**4.5 Planning Application No. PU/20/1298:-** Circulated. No objections.

**4.6** It was **AGREED** that the Parish Council would write to the Head of Planning at North Norfolk District Council to express our concerns about lack of contact from them before action is taken on a planning issue.

#### 5. NORFOLK ALC – WELL BEING INITIATIVE

**5.1** The Clerk has circulated various papers. Concern was expressed that this campaign is political. It was **AGREED** that the Chairman would raise these concerns with Norfolk ALC and report at the next meeting.

**5.2 Neighbourhood Plan:-** It was **AGREED** that this matter would be placed on the next agenda for discussion.

## **6. ALLOTMENTS**

**6.1** The working group circulated a report. Attached. The following points were discussed and **AGREED**.

- i)** The Clerk will liaise with the Diocese and request that the new lease take effect from 1<sup>st</sup> January 2021 due to the lack of progress during the current crisis.
- ii)** The current working group will continue and will relieve the Clerk of some of the administrative work, allocating any empty allotment plots and arranging inspections of the allotment site. It was **AGREED** that the Clerk will continue to renew the leases annually.
- iii) Signs:-** The Clerk will liaise with the Diocese to agree the wording of the new signs for the allotment sites.
- iv)** A letter will be sent to the allotment holders updating them on the current position. It was **AGREED** that the Chairman would write the letter.

**6.2** It was reported that the trees along the Gunthorpe Lane are overhanging the road. It was **AGREED** that the Clerk would write to the Diocese and ask that these be cut back as a matter of urgency.

## **7. POLICIES TASK AND FINISH GROUP**

**7.1** Cllr. Nevill reported that the task and finish group have not met to date. A zoom meeting will be arranged in the near future in order to catch up with the review of the policies. It was **AGREED** that Cllr. Owers would join the task and finish group.

## **8. CORRESPONDENCE**

**8.1** The Clerk circulated various items of correspondence. Noted.

**8.2 Mobile Phone Mast – Trunch Church:-** The Clerk read a letter received from the PCC in reply to our letter requesting they consider installing a mobile phone mast in the Church tower. The letter stated that they will discuss this matter at their next meeting. No further correspondence has been received. Members said that they wished to go ahead with this project even though no written consent had been received. The Clerk said that the Parish Council do not have the power to install anything on private property without written consent. As the Proper Officer of Trunch Parish Council the Clerk has the right to refuse to carry out any instructions from the Members that is deemed to be illegal. The Clerk will therefore not be taking any further action on this matter until written consent is received. The Clerk has taken advice from Norfolk ALC following the meeting and their advice agrees with the Clerk. A copy of these minutes will be logged with Norfolk ALC.

**9. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 2<sup>nd</sup> September, 2020 at 7.30 pm via Zoom.

**10. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS**

**11. GRASS MAINTENANCE**

**11.1 Playing Field:-** The Clerk updated the Members on the situation with the temporary contract and the fact that Norse have ceased their grass maintenance arm of their business. It was **AGREED** that the Clerk will start the tender process for this work.

**11.2 Grass Maintenance – Village:-** The Chairman reported that the current contractor has given notice and the contract will finish at the end of September 2020. It was **AGREED** that the Clerk would start the tender process for this work. It was **AGREED** that the public rights of way and bridle ways will be reviewed before the tender work begins.

**There being no further business the Chairman closed the meeting at 8.50 pm.**

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**Chairman**

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**Date**