

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD ON  
WEDNESDAY 2nd DECEMBER, 2020 AT 7.30 PM VIA ZOOM**

Present:-

Chairman – Cllr. B. Boughton, Cllr. D. Burns, Cllr. N. Hurst, Cllr. R. Nevill, Cllr. C. Owers, Cllr. J. Spencer, Cllr. J. Sweeney, Cllr. R Miles and Cllr S Wild.

District Councillor G. Hayman. County Councillor E. Maxfield.

Jane Wisson – Clerk.

**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Cllr. E. New.

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

2.1. Declaration of interest were received from Cllr. J. Spencer in respect of any allotment matters.

**3. MINUTES OF THE MEETING HELD ON 4<sup>th</sup> NOVEMBER, 2020**

3.1 The Minutes of the meeting held on Wednesday 4<sup>th</sup> November 2020, having been circulated, were taken as read, AGREED and will be signed by the Chairman in due course.

**4. CASUAL VACANCY**

4.1 It had been agreed to co-opt Anita Ashness onto the parish council.

**5. COUNTY AND DISTRICT COUNCILLORS' REPORTS**

5.1 **County Councillor's Report:-** No report provided this time – link to webpage with current updates. Cllr. Maxfield confirmed that he is working with colleagues to try and register Right of Way currently there is a back log. Cabinet meeting to take place at NCC with key decision

over Holt Hall and they have had issues with the Flood resilience plan and Cllr. Maxfield is monitoring both issues.

## **5.2 District Councillor's Report:-**

Cllr G Hayman updated the Parish Council updated the Parish council about the number of number of cases of Covid 19 in the area and that their has been an outbreak in a care home locally. It has been reported on social media but we are still quite low. It has been disappointing that we came out of lockdown into Tier 2 and the impact that this is having on local business.

Cllr G Hayman also mentioned the ongoing work around replanting approximately 100,000+ trees in the district and the offer of free trees.

The District Council had received match funding to obtain accommodation for rough sleepers and a unit for 4 has been purchased to work with the residents to ease them back into local communities. IF you hear of any rough sleepers please let the housing options team know.

NNDC currently working with local communities and business to distribute the latest round of government funding provided by Central government.

Cllr D. Burns asked for details of the homeless team and the Clerk offered to provide this information.

The parish council asked if it would include trees for local landowners to replant hedges – e.g. Blackthorn/whitethorn for hedgerows. Clerk to establish who to contact and provide a link.

Cllr B Boughton asked if the figures for Covid 19 in North Norfolk are confidential – Cllr G Hayman stated that although this information is available on social media we are being cautious as the moment as their has been an increasing number of small outbreaks in various places and that they didn't want to be alarmist. Numbers are starting to gradually coming down and for this area it is quite low.

Cllr. P. Taylor asked if the NN is a Covid 19 Nightingale centre and it is for the area. It is taking patients from outside of Norfolk as well as residents and these figures don't impact the NN figures.

## 6. **PUBLIC PARTICIPATION**

6.1 None received

## 7. **FINANCE**

7.1 The following cheques were AGREED and signed:-

Clerks Salary	£382.
CJ Tree Services	£120
PKF Littlejohn LLP External Audit	£446.00
NALC Training	£446.00
NNDC	£1032.

7.2 Monthly figures for October circulated and AGREED

7.3 Purchase of Office Equipment for Clerk – Agreed

7.4 Welfare fund – No further draw since November. Cllr D Burns asked if the grant would need to be repaid. The Clerk will contact the Council to confirm

7.5 Other financial matters - none received.

## 8. **POLICE**

8.1 **Newsletters**:- Circulated. Noted.

8.2 **Q and A session with PCC and Deputy Chief Constable update.**

Cllr. R. Miles provided an update on the recent session – really active meeting – Norfolk County one of the safest Counties. The main concern at the moment is Scam Crimes and they are on the increase. Briefing note received and noted.

8.3 **Norfolk Independent Advisory Group**

Cllr R Miles reported that it is anticipated that there will be an increase in Police Offices from between 200 -230 with 8.8% of applicants coming from the BAME communities and 35% females. Briefing note received and noted

8.4 **To receive information on Speed Watch** – Ed Burgess has agreed to train volunteers – Cllr R Miles and Anita Ashness to meet to discuss co-ordination of activities

## 9. HIGHWAYS

- 9.1 Speed Gates** - no update at the moment – Clerk to chase Highways to establish what is happening
- 9.2 Road Name Sign** – No further update - Clerk to check with Broadland Housing
- 9.3 Potholes** – Memo sent to all Councillors that Highways will be attending Trunch on the 28<sup>th</sup> December to review the potholes in the area and to attend to some remedial works.
- 9.4 Bus Shelter** – It seems that the bus shelter had been left to the village further information may be found in old Trunch Parish Council minutes that a previous councillor has. Consultation with the village to establish what they would like it used for and legal ownership needs to be established and legalised. Actions to be undertaken are:
- Survey parish as to what it should be used for
  - Engage with the younger parish members
  - Cllr J Spencer to discuss and obtain copies of historic files.
- 9.5 Drainage:- North Walsham Road** – Further to a recent email it has been confirmed that the budget from Cllr. E Maxfield is available for the scheme. This scheme should be commencing in the 2021/2022 financial year.
- 9.6 SAM speed indicating** – Application for the PPS has been sent in and results will be given to us in March – it requires a 50% match funding and therefore donations will be required. The chairman and clerk to discuss the best way forward to received donations. Clerk to diarise for late February to monitor outcomes.
- 9.7 Trees in Pyghtle Close** – trees have been moved and attended to.
- 9.8 Other Highways Matters** – No further issues

## 10. PLAYING FIELD

- 10.1 Registering of title** – Hansell's have been searching archive and have been unable to locate the title. Affidavit are being requested to help with establishing a case to register title. To be added to next meetings agenda for an update
- 10.2 Emergency Work to broken branch on tree overhanging playing field** – This work has been carried out due.

- 10.3 Work to tree overhanging property** – Inspection of all trees are needed to ensure that they are safe. Tender is required for the inspection and maintenance work. Clerk and Chairman to discuss.
- 10.4 Cleaning of Equipment** – update emailed to all councillors from Clerk. It has been agreed that the volunteers are thanked for all the hard work – thank you letters to be sent.
- 10.5** To receive any other Playing Field matters and agree actions: –  
.none received

**11. VILLIAGE ASSETS**

- 11.1** Village Sign base -A scope of works has been sent to Danny Gotts currently no quote has been received. The Clerk to confirm that this conforms to standing orders as previous requests for tender didn't bring forth any quotes.

**12. FOOTPATHS**

- 12.1** To receive footpath matters.  
Footpath 2 – Ash tree is down – partially on footpath and in farmers field.  
Footpath 10 – Tree is leaning quite dramatically  
Footpath 12 – a lot of trees down  
The Clerk to report to Highways and to talk to Shirley before contacting the Highways team to provide further details.

**13. PLANNING**

- 13.1** To receive update Planning Applications  
PF/20/1032 Warren Farm, Chapel Road – No objections - applicant to discuss Dormer window with neighbour  
PO/20/2005 Itarsi Chapel Road – PC objected  
PO/20/2071 Trunch Lodge, Trunch Road – Recommended applicant spoke to neighbours  
NP/20/2114 Trunch Wood – no objections
- 13.2** To receive any other planning matters and agree action: New process working well with Clerk receiving responses and Cllr. J Spencer providing overall response for clerk to submit.

**14. NORFOLKALC – WELLBEING INIATIVE**

- 14.1** Various Papers circulated and noted.
- 14.2** Green Deal – initiative has been advertised on Trunch next Door and the leaflet that has been distributed.

**15 STEERING GROUP**

**15.1 Neighbourhood Plan:** A briefing note had been provided prior to the meeting. It was AGREED to move forward with scoping of the project.

**16. TASK AND FINISH GROUP**

**16.1 Allotments** – Information circulated. Diocese has confirmed a new lease starting from January 2021. Clerk is still chasing for clarity on a couple of outstanding items and we are awaiting the new lease for signing.

**16.2 Policies** – Meeting to be arranged after Christmas between Cllr R Nevill, Cllr B Boughton and Clerk to review and detail documents.

**17 CLERK AND COUNCILLOR TRAINING**

**17.1** Training has been booked for Clerk and Councillors.

**18. CORRESPONDENCE**

**18.1** Various items of correspondence had been circulated and noted.

a. Watchtower – any items like this clerk to scan in letter and circulate if any one wants copied of the booklet etc, Clerk will scan in and forward.

**18.2** North Norfolk Local Plan Update: Highlights the need for Neighbourhood plan.

**18.3** Request for support in a study – BB to download a poster.

**18.4** PPE – Visors not required.

**18 DATE OF NEXT MEETING – Budget**

Wednesday 9th December 2020 at 7.30 by Zoom

..... Chairman

.....Date