

MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 5TH JUNE, 2019 AT 7.30 PM
IN THE METHODIST CHURCH ROOMS, NORTH WALSHAM ROAD
TRUNCH

Present:-

Chairman – Cllr. B. Boughton, Vice-Chairman – Cllr. G. Green,
Cllr. N. Hurst, Cllr. R. Nevill, Cllr. C. Owers, Cllr. J. Spencer,
Cllr. J. Sweeney, Cllr. P. Taylor, Cllr. M. Tyler and Cllr. S. Wild.

Julie Chance PSLCC – Clerk.

Two members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from District Councillor G. Hayman.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Prejudicial declarations of interest were received from Cllr. N. Hurst in respect of maintenance of parish council assets.

3. MINUTES OF THE MEETING HELD ON WEDNESDAY 5TH JUNE, 2019 AND SPECIAL MEETING HELD ON WEDNESDAY 12TH JUNE, 2019

The Minutes of the meeting held on Wednesday 5th June 2019, and the Special Meeting held on Wednesday 12th June 2019, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

- 3.1 Local Plan:-** The Clerk circulated the draft response to the Local Plan. It was **AGREED** to adopt this response and the Clerk will email to North Norfolk District Council.
- 3.2 Norfolk Rural Housing Conference:-** The Clerk reported that the Chairman has been booked to attend this conference in September.

4. COUNTY AND DISTRICT COUNCILLORS' REPORTS

- 4.1 County Councillor's Report:-** Attached.
- 4.2 District Councillor's Report:-** None given.

5. PUBLIC PARTICIPATION

None received.

6. POLICE

- 6.1 Police Newsletter:-** The Clerk circulated the Police newsletter. Noted.
SNAP:- The Chairman attended the SNAP meeting and gave a report to the Members. One of the priorities for the next six weeks is speeding in Trunch. Unfortunately due to lack of resources, no speed checks have been carried out by the Police to date. The Chairman reported that any anti-social behaviour can be raised at the SNAP meetings.
- 6.2 Community Speed Watch:-** The Clerk circulated the latest figures. Noted. The Chairman reported that the volunteers have been out in the village and have managed to catch four vehicles.

7. HIGHWAYS

- 7.1 Potholes:-** It was reported that the original potholes have been repaired. The Chairman will forward a photograph of the pothole at the entrance to Blacksmiths Close to the Clerk in order that she can report this to Norfolk County Council accordingly. The Clerk circulated a paper concerning how Norfolk County Council deal with the repair of potholes. Noted.

- 7.2 Anglian Water:-** It was reported that the smells have been dealt with. It was **AGREED** that no further action would be taken in this matter at present.
- 7.3 20 mph – Front Street and Back Street:-** The Clerk read an email received from Norfolk County Council stating that they believe 30 mph is correct in accordance with their member “Speed Management Policy”. Any change in speed would need to be self-enforcing so engineered methods of lowering speed will also be required making them expensive schemes. It was **AGREED** that no further action would be taken in this matter.
- 7.4 Crown Inn – Potholes:-** The Clerk reported that the repair has not been made effectively and she will report this to Norfolk County Council accordingly.
- 7.5 Footway – Pyghtle Close:-** Cllr. Hurst reported that the area has been marked and this matter will be placed on the next agenda for an update.
- 7.6 Temporary Traffic Orders:-** Circulated. Noted.
- 7.7 Parish Partnership Funding 2020/21:-** The Clerk reported that Norfolk County Council have allocated funding for the financial year 2020/21. Members were asked to consider any projects that should be discussed under the Parish Partnership Scheme.
- 7.8 Missing Finger Posts:-** The Clerk reported that she has reported this to Norfolk County Council and she will chase accordingly.
- 7.9 SAM Sign:-** This matter will be placed on the next agenda for an update from County Councillor Maxfield.
- 7.10 Speed Gates:-** No update available.
- 7.11 Hedge – Pyghtle Close:-** It was reported that the hedge is still very overgrown. It was **AGREED** that the Chairman will place another article in the Mardle. The Clerk will report this to Norfolk County Council.
- 7.12 Tree:-** It was reported that the tree on the junction of Pyghtle Close and Knapton Road is hanging very low. It was **AGREED** that the Clerk would obtain some quotations for the necessary work and this will be discussed at the next meeting.
- 7.13 Road Closure – Front Street:-** A Member reported that there is a possible road closure on Front Street in order for the Crown Inn to hold a beer festival. It was **AGREED** that the Chairman will liaise with the Crown Inn to ascertain the details and report to the next meeting.

8. PLAYING FIELD

- 8.1 **Playing Field Project:-** Nothing to report.
- 8.2 **Surfacing Gym Equipment:-** It was reported that the surfacing has been installed and is working well. The Chairman reported that he inspects the gym equipment on a regular basis and a record is kept. He lubricated the parts on his last inspection.
- 8.3 **Surfacing – Swings:-** It was reported that the surfacing has not been levelled with the ground and is creating a trip hazard. It was **AGREED** that the Clerk would liaise with the contractor and ask that this be rectified.
- 8.4 **5-a-side Goal Posts:-** It was **AGREED** that the Clerk would order the goal posts and Trunch Village Society has made a grant towards the goal posts in the sum of £766.00. The remainder will be met by Trunch Parish Council.
- 8.5 **Dog Fouling:-** It was **AGREED** that the Clerk will obtain the cost of a new litter bin and the cost of emptying and this matter will be discussed at the next meeting.
- 8.6 **Voluntary Dog Warden:-** The Clerk reported that she has not received an update from North Norfolk District Council and she will chase accordingly.
- 8.7 **Seasaw:-** It was reported that the small seasaw in the play area needs attention and the Clerk will obtain a specification of the work required and quotations. Cllr. Hurst will inspect the seasaw and inform the Clerk of the work required. This matter will be placed on the next agenda for an update.
- 8.8 **Skate Board Area:-** It was reported that this piece of equipment needs attention and the committee responsible for the installation have been informed. This equipment will be monitored.

9. FOOTPATHS

- 9.1 **Coronation Wood – Bridge:-** The Clerk reported that the bridge is in the process of being repaired.
- 9.2 **Footpath – Bradfield:-** A member reported that one of the footpaths is very overgrown. It was ascertained that this footpath is in Bradfield and no further action would be taken in this matter.

- 9.3** It was reported that a Member had fallen on one of the footpaths due to the side being eroded by horses. It was **AGREED** that the Chairman will place an article in the Mardle stating that horse riders should not be using footpaths.

10. PLANNING

- 10.1 Planning application PF/19/0962 – Use of land as garden and erection of detached outbuilding on the land (retrospective) opposite School Cottage, Back Street, Trunch:-** No objection. It was **AGREED** to make a comment stating that the outbuilding should not be used for residential use.

Planning Application LA/19/0834 – Internal and external works including re-thatching of roof, replacement of windows and external doors, opening up of bricked-up window openings, repairs to south elevation, replacement of defective timbers – The Old Manor, Mundesley Road, Trunch:- No objections.

Planning Application PF/19/0833 – Re-thatching of roof, replacement of windows and external doors, opening up of bricked-up window openings, repairs to south elevation (part retrospective) – The Old Manor, Mundesley Road, Trunch:- No objections.

- 10.2** The Clerk read a letter received from a member of the public concerning a permitted development at 9 Pyghtle Close. No objections.

11. SOCIAL MEDIA

- 11.1** It was **AGREED** that Trunch Parish Council will set-up a facebook page. It was **AGREED** that Cllr. Boughton and Nevill will manage the facebook page and the Clerk will monitor to ensure that all the content complies with the requirements of the Data Protection Act and Statute. It was **AGREED** that a Social Media Policy will be introduced. Cllrs. Boughton and Nevill will prepare a draft policy to be agreed at the next meeting.

12. FINANCE

12.1 The following cheques were AGREED and signed:-	£
J I Chance – Salary and Office Allowance and Postage – July	412.81
HMRC – Tax – July	95.60
J I Chance – Salary and Office Allowance – August	407.73
HMRC – Tax – August	95.60
CJ Tree & Garden Services – Gym Equipment Surface	175.00
CPRE Conference	35.00
T T Jones Electrical – Street Lighting	47.46
Norfolk SLCC – Conference	49.50
D. Gotts – Allotment Entrance	620.00
Trunch Methodist Church – Hall Hire	130.00
Norfolk ALC – Full Council Training	300.00

Cllr. N. Hurst left the meeting.

12.2 Maintenance of Assets:- The Clerk reported that two quotations have been received for the majority of the work but only one for the bus shelters. It was **AGREED** to accept the quotation in the sum of £50 for the maintenance of the signs and benches. It was **AGREED** to accept the quotation for the bus shelters in the sum of £300.

Cllr. N. Hurst returned to the meeting

12.3 Monthly Figures – May 2019:- Circulated. **AGREED.**

12.4 Grass Maintenance – Rectory Meadow:- It was **AGREED** that the Clerk would tender for the work on the Rectory Meadow. This matter will be placed on the next agenda.

13. ALLOTMENTS

13.1 Cllr. Spencer reported that the task and finish group are meeting with the allotment tenants in order to give a full report to the September meeting.

13.2 Allotment Track:- This matter has been dealt with and no further action will be taken.

14. FULL COUNCIL TRAINING

14.1 The Clerk reminded Members that full council training will take place on Wednesday 17th July in the Methodist Church Rooms at 7.00 pm.

15. POLICIES TASK AND FINISH GROUP

15.1 The Clerk has prepared a schedule for the task and finish group which will be circulated to all Members.

16. MEETING DATES 2020

16.1 The Clerk circulated the meeting dates for 2020 which were **AGREED**.

17. CORRESPONDENCE

17.1 Norfolk ALC Newsletter:- Circulated. Noted.

17.2 NNDC – Return of Declaration of Candidate Expenses:- Circulated. Noted.

17.3 Parking Restrictions – Blacksmiths Close:- The Chairman read correspondence received from a member of the public. It was **AGREED** that the Clerk would write to Victory Housing requesting that the bollards they are intending to install are removable to allow for emergency vehicles to have access to the properties.

It was reported that there is a caravan parked on the green at Blacksmiths Close. It was **AGREED** that the Chairman will investigate the matter and report to the next meeting.

18. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 4th September, 2019 at 7.30 pm in the Methodist Church Rooms.

There being no other business the Chairman closed the meeting at 9.42 pm

.....
Chairman

.....
Date