

MINUTES OF THE ANNUAL MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 8TH MAY, 2019 AT 7.45 PM
IN THE METHODIST CHURCH ROOMS,
NORTH WALSHAM ROAD, TRUNCH

Present:-

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

Julie Chance PSLCC – Clerk.

One member of the public also attended the meeting.

1. ELECTION OF CHAIRMAN

It was **AGREED** that Cllr. Boughton be elected as Chairman of Trunch Parish Council.

1.1 Cllr. Boughton signed the Declaration of Acceptance of Office Form witnessed by the Clerk.

2. ELECTION OF VICE-CHAIRMAN

It was **AGREED** that Cllr. Green be elected as Vice-Chairman of Trunch Parish Council.

2.1 Cllr. Green signed the Declaration of Acceptance of Office Form witnessed by the Clerk.

3. CO-OPTION – TWO VACANCIES

3.1 It was **AGREED** that the Clerk would advertise the two vacancies and arrange interviews for any candidates who apply.

3.2 Power of Competence:- It was **AGREED** to adopt the Power of Competence.

3.3 Trunch Village Hall Representative:- It was **AGREED** that this matter will be placed on the next agenda for further discussion and to appoint a representative.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. M. Tyler, County Councillor E. Maxfield and District Councillor G. Hayman.

5. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

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

It was **AGREED** to grant a dispensation for all Members to discuss financial matters relating to Trunch Parish Council's precept for the term of office.

6. MINUTES OF THE MEETING HELD ON WEDNESDAY 6TH APRIL, 2019

The Minutes of the meeting held on Wednesday 6th April 2019, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

7. COUNTY AND DISTRICT COUNCILLORS' REPORTS

7.1 County Councillor's Report:- None received.

7.2 District Councillor's Report:- None received.

8. PUBLIC PARTICIPATION

None received.

9. POLICE

9.1 Police Newsletter:- Circulated. Noted.

9.2 SNAP:- It was **AGREED** that the Clerk would ascertain the dates, times and venue of the meetings. This matter will be placed on the next agenda to agree a representative to attend the meetings.

9.3 Community Speed Watch:- The Chairman reported that some of the volunteers have dropped out making the scheme non-viable. It is hoped that the speed gates will help with the speeding through the village.

10. HIGHWAYS

10.1 Potholes:- The Clerk reported that all potholes have been reported to Norfolk County Council and she has had confirmation that the work will be carried out but there has been no timescale. The Chairman reported areas which had not been repaired. This matter will be placed on the next agenda for an update.

10.2 Parish Partnership Funding – Speed Gates:- The Clerk reported that Norfolk County Council have confirmed receipt of payment and will be contacting the Clerk shortly with details of the scheme. This matter will be placed on the next agenda for an update.

10.3 North Walsham Road Drainage Scheme:- The Clerk updated the new Members on the scheme. This scheme is due to be installed in the financial year 2020/21.

10.4 Anglian Water:- The Chairman reported that complaints have been received concerning nasty smells around manhole covers in Trunch. It was **AGREED** that the Clerk would report this matter to Anglian Water. This matter will be placed on the next agenda for an update.

- 10.5 Speed Limits – Front and Back Street:-** Concern was expressed about the speed of traffic on Front and Back Street. It was **AGREED** that the Clerk would make enquiries into the possibility of a 20 mph speed limit. This matter will be placed on the next agenda for an update.
- 10.6 Road Closure – Front Street:-** It was reported that a beer festival is due to be held in the Crown the first weekend of August with an associated road closure. The Chairman reported that the Parish Council is informed of any road closures. It was **AGREED** that no further action would be taken in this matter at the present time.
- 10.7 Surface – Parking Area – Crown:-** It was reported that repairs are needed to this area. It was **AGREED** that the Chairman will photograph the damage and this matter will be placed on the next agenda for action.
- 10.8** It was reported that one of the hedges in the village is overgrown and blocking the footway. It was **AGREED** that the Chairman will place an article in the Mardle asking all property owners to cut back their hedges.

11. PLAYING FIELD

- 11.1 Playing Field Project:-** The Chairman reported that the skatepark area is in need of attention. The wooden surfaces are deteriorating and need some protection. The Chairman will liaise with the Playing Field Project members and report back to the next meeting.
- 11.2 Gym Equipment:-** The Clerk reported that the safety matting has been delivered and the contractor will pick this up from the Trunch Village Store. The Chairman reported that he has received correspondence from a member of the public expressing concerns about the position of the gym equipment. The Chairman has replied explaining that because the playing field is no longer used as a full sized football pitch, the gym equipment is in the agreed position. If at any time in the future the playing field needs to be used for football the gym equipment can be moved.

- 11.3 Woodland Trust Tree Pack:-** The Clerk reported that she submitted an application for some free trees which has been successful. The trees will be delivered in November and this matter will be placed on a future agenda to form a working party to plant the trees.
- 11.4 Inspection of Gym Equipment:-** It was **AGREED** that the Chairman will inspect the gym equipment for the interim period. This matter will be placed on the agenda once the new Members have been co-opted.
- 11.5 New Pavilion:-** It was reported that in order for the playing field to be used as a full sized football pitch funding will need to be raised to install a new pavilion. It was **AGREED** that the Chairman will place an article in the Mardle asking whether there is any support in the village for fundraising a large sum of money. It was **AGREED** that Cllr. Taylor will investigate grant funding and this matter will be placed on the next agenda for further discussion.
- 11.6 Five-a-side Goal Posts:-** It was reported that a deer had been caught in the five-a-side goal post netting and had to be cut free. The netting has been repaired but there is still a hole. It was reported that the five-a-side goal posts need to be moved in order for the grass to be cut properly. Cllr. Taylor and the Chairman will meet and report back to the next meeting on the action that is needed.
- 11.7 Toilet Facilities:-** Cllr. Wild enquired whether temporary toilet facilities could be installed on the playing field. It was **AGREED** that due to the work involved in keeping the toilets cleaned and emptied no further action would be taken at the present time.
- 11.8 Dog Fouling:-** This matter will be placed on the next agenda for further discussion once the Members have had a chance to consider any options for dealing with the problem.
- 11.9 Posts – Car Park:-** It was reported that one of the posts is being pulled out of the ground and moved on a regular basis. It was **AGREED** that the Chairman will install some reinforcing rods in order that the post cannot be removed. This matter will be placed on the next agenda for an update.

11.10 Play Area Gate Spring:- It was reported that the spring on the gate to the play area is loose. Cllr. Hurst will inspect the spring and report to the next meeting.

12. FOOTPATHS

12.1 Footpath Maps:- The Clerk circulated a map of the Trunch footpaths to Members.

12.2 Coronation Wood Footpath:- The Clerk reported that she reported the damaged bridge to Norfolk County Council. Cllr. Wild confirmed that the repair work has been carried out. It was **AGREED** that no further action would be taken in this matter.

12.3 Footpath – TR2:- It was reported that there is fly tipping on the footpath and the Clerk will report accordingly.

13. PLANNING

13.1 Planning Applications:- None received.

13.2 Summer House:- The Chairman reported that the owners of the land are liaising with North Norfolk District Council and have had a visit from the enforcement officer. It was **AGREED** that no further action will be taken in this matter.

13.3 Local Plan:- The Clerk circulated information concerning the consultation. It was **AGREED** that the Clerk would invite Mark Ashwell to a future meeting to discuss the Local Plan and how it will impact on Trunch.

14. FINANCE

14.1 The following cheques were AGREED and signed:-	£
J I Chance – Salary and Office Allowance	407.73
HM Revenue and Customs – Tax	95.60
Norfolk ALC – Annual Subscription	198.70
J I Chance – Inks for printers	220.69
Fresh-Air Fitness – Gym Matting	354.00

14.2 Monthly Figures – March:- Circulated. **AGREED.**

14.3 Asset Maintenance:- The Clerk circulated a specification of maintenance required on the Parish Council assets. It was **AGREED** that the Clerk will begin the tender process for the work. It was reported that a bench in the playing field has been vandalised and removed and this will be added to the specification before the tendering process commences.

15. ALLOTMENTS

15.1 It was **AGREED** to form a task and finish group to investigate possibilities and recommend improvements to the running of the allotments. The task and finish group will consist of Cllrs. Owers, Spencer and Taylor. This matter will be placed on the next agenda for an update.

16. CORRESPONDENCE

16.1 Norfolk ALC – Nominations for Executive:- Circulated. Noted.

16.2 Norfolk ALC – Newsletter:- Circulated. Noted.

16.3 Scope Email:- Circulated. Noted.

17. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 5th June, 2019 at 7.30 pm in the Methodist Church Rooms.

There being no other business the Chairman closed the meeting at 9.16 pm.

.....
Chairman

.....
Date