

MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 7TH OCTOBER, 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. P. Taylor and Cllr. S. Wild.

District Councillor G. Hayman.

Julie Chance FSCC – Clerk.

Two members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. L. New and County Councillor E. Maxfield.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

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

3. MINUTES OF THE MEETING HELD ON 2ND SEPTEMBER, 2020

The Minutes of the meeting held on Wednesday 2nd September 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 was **AGREED** to co-opt Richard Miles for the Casual Vacancy on Trunch Parish Council. Cllr. Miles has completed and signed the Declaration of Acceptance of Office form.

5. NEW CLERK APPOINTMENT

- 5.1 It was **AGREED** to appoint Jane Wisson for the vacancy of Clerk to commence from 1st November 2020. The Chairman will inform Jane accordingly.

6. COUNTY AND DISTRICT COUNCILLORS' REPORTS

- 6.1 **County Councillor's Report:-** Attached.
- 6.2 **District Councillor's Report:-** District Councillor Hayman reported that Covid 19 is still dominating and many members of staff are still working from home. There has been a structure reorganisation and the tree planting season is upon us again. North Norfolk District Council are looking for parcels of land to plant trees and would like to work in partnership. There are no major planning issues. North Norfolk District Council have been successful in a bid for funding of £1m to develop North Walsham.

Cllr. Nevill enquired whether the reorganisation was in preparation for the major changes in Local Government that are in progress.

A:- The paper will not be published until the New Year and the streamlining at North Norfolk District Council is not as a result of the paper.

Cllr. Miles enquired whether Parish and Town Councils have more influence in the Planning Department than the general public and is there any way the Planning Enforcement Department could ask for assistance from the Parish and Town Councils.

A:- It should be a quicker process as Parish and Town Councils are partners in the planning process. Enforcement is a difficult matter to deal with as there are appeals involved so it is not possible to ask for assistance.

Cllr. Burns asked whether the money secured for North Walsham is attached to the any infrastructure or to deal with visual appearance.

A:- It is not for infrastructure. The Cedars, which is the Old Town Hall needs to be brought back into public use and there are many other buildings such as these.

7. PUBLIC PARTICIPATION

None received.

8. FINANCE

8.1	The following cheques were AGREED and signed:-	£
	J I Chance – Salary and Office Allowance for September and October	816.46
	HM Revenue and Customs	191.20
	ALS Lawns and Fencing – Annual Grass Maintenance	2,320.00
	Smith of Derby – Church Clock	540.00
	C.J. Mason – Tree Playing Field	210.00
	T T Jones – Shield and Street Lighting Maintenance	95.46

8.2 Monthly Figures – August:- Circulated. **AGREED.**

8.3 Welfare Fund:- Cllr. Burns reported that no further applications have been received. This matter will be placed on the next agenda for an update.

8.4 Trunch Trades Plan:- Cllr. Burns reported that two businesses have been helped, a Bakery and a Gardening Business. This matter will be placed on the next agenda for an update.

9. POLICE

9.1 Newsletters:- Circulated. Noted.

- 9.2 Liaison with Police:-** The Chairman reported that four matters have been or are being dealt with by the Police. The Police have recently carried out speed checks in the village.

10. HIGHWAYS

- 10.1 Crown Inn – Damaged Area:-** It was reported that this area has now been repaired. It was **AGREED** that the Clerk would write to Norfolk County Council and ask them to seal the edges. If the edges are not sealed in bad weather it will lift and crack.
- 10.2 Speed Gates:-** The Clerk reported that she has not received an update from Norfolk County Council with the timescale. The Clerk will chase accordingly. This matter will be placed on the next agenda for an update.
- 10.3 Road Name Sign – Fullers Lane:-** The Clerk reported that she has not received a reply to her emails to Broadland Housing and she will chase accordingly.
- 10.4 Potholes:-** The Clerk reported that Norfolk County Council have the details and this matter is in hand. This matter will be placed on the next agenda for an update.
- 10.5 Bus Shelter – Gimingham Road:-** The Chairman reported that he has established that the land the bus shelter stands on belongs to North Norfolk District Council. District Councillor Hayman will look into this matter and establish whether there are any other pieces of land owned by North Norfolk District Council. This matter will be placed on the next agenda for an update.
- 10.6 Bridge – Swafeld:-** Update circulated by the Clerk. Noted.
- 10.7 Drainage System – North Walsham Road:-** The Clerk reported that this project is still proposed to go ahead in 2021/22 season.
- 10.8 Street Lighting Shield:-** It was noted that this has been installed.
- 10.9 Trees – Pyghtle Close:-** The Clerk reported that the trees in Pyghtle Close have been damaged by the high winds. Norfolk County Council will be inspecting the trees and carrying out any necessary work.

11. PLAYING FIELD

- 11.1 Skateboard Park:-** The Chairman reported that the TVS have asked for more time to remove the Skateboard Park. **AGREED.** This matter will be placed on the next agenda for an update.

- 11.2 Registering of Title:-** Cllr. Spencer gave an update on the situation to date. Investigations are still being made into whether the signed original of the Deeds can be found and if not the copies that are held by the Clerk can be used to register the title. The cost will depend on which route is used. This matter will be placed on the next agenda for an update.
- 11.3 Litter Bin:-** The Clerk reported that Cllr. Hurst had kindly relocated the litter bin at the entrance to the playing field to make it more visible. It was noted that the litter bin needs to be secured and Cllr. Hurst will look into this. This matter will be placed on the next agenda for an update.
- 11.4 New Backboard and Hoop – Basket Ball Area:-** The Clerk reported that there are many different specifications and prices. It was **AGREED** that Cllr. Burns will look into this matter and purchase one on behalf of the Parish Council. The Clerk advised that the purchase should be made through the Parish Council as they claim back the VAT and if an individual purchases it this cannot be claimed back. The Clerk would like it noted that this is public money and that the invoice should be made out to Trunch Parish Council in order to claim the VAT back.
- 11.5 Emergency Work – Tree:-** The Clerk reported that emergency work had to be carried out on a tree following the high winds. Noted.

12. FOOTPATHS

- 12.1** Cllr. Wild reported that there is a tree blocking Footpath 12. There were other trees fallen on Footpath 6 but Cllr. Wild asked the farmers tree surgeons if they would deal with them whilst they were there carrying out other work. The Clerk will report Footpath 12 to Norfolk County Council.

13. PLANNING

- 13.1 Planning White Paper – Consultation:-** Various papers circulated. Cllr. Nevill prepared a summary attached. North Norfolk District Council are holding two sessions on Wednesday 14th and Thursday 15th October. Members who are interested should book themselves onto the sessions. This matter will be placed on the next agenda for an update.

13.2 The Clerk circulated the email from Sarah Ashurst, Development Manager, North Norfolk District Council. Noted.

13.3 Larks Farm:- It was reported that there are a number of issues including an entrance onto a 60 mph Highway. There are also issues concerning fire risks and the fact that the owners have exceeded the time allowed for use without planning permission. It was **AGREED** that the Clerk would write to Norfolk County Council, North Norfolk District Council and the Fire Brigade expressing our concerns. This matter will be placed on the next agenda for an update.

14. NORFOLK ALC – WELL BEING INITIATIVE

14.1 Papers circulated. Noted.

14.2 Neighbourhood Plan:- Cllr. Nevill has prepared a paper for discussion. It was **AGREED** that a working group would be formed to discuss this matter. The working group will consist of Cllr. Boughton, Burns, Miles, Nevill and Taylor. This matter will be placed on the next agenda for an update.

It was AGREED to suspend Standing Orders

15. ALLOTMENTS

15.1 The Clerk circulated an update on renewals and the waiting list. It was **AGREED** that the working group would meet to discuss the next steps. This matter will be placed on the next agenda for an update.

The working group will also discuss the next steps forward concerning the lease and various other issues which are outstanding.

16. POLICIES TASK AND FINISH GROUP

16.1 No update was given. A meeting has not been held. This matter will be placed on the next agenda for an update.

17. CORRESPONDENCE

Nothing to report.

18. VILLAGE HALL REPRESENTATIVE

18.1 It was **AGREED** that Cllr. Richard Nevill will be Trunch Parish Council's representative on the Village Hall Committee.

19. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 4th November, 2020 at 7.30 pm via Zoom.

20. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS

AGREED

21. GRASS MAINTENANCE

21.1 Playing Field:- It was **AGREED** to appoint Idverdi at a cost of £1,431 per annum. It was **AGREED** that the Clerk would write and offer Idverdi a three year contract with a provision to increase the cost for inflation to be agreed by the Parish Council.

21.2 Grass Maintenance – Village:- It was **AGREED** to appoint Timothy Jones at a cost of £3,299 per annum. It was **AGREED** that the Clerk would write and offer Timothy Jones a three year contract with a provision to increase the cost for inflation to be agreed by the Parish Council.

22. VILLAGE SIGN

The Clerk reported that no quotations have been received. The tender process will start again. This matter will be placed on the next agenda for an update.

There being no other business the Chairman closed the meeting at 9.23 pm

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Chairman

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Date