

MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 6TH SEPTEMBER, 2017 AT 7.30 PM
IN THE METHODIST CHURCH ROOMS,
NORTH WALSHAM ROAD, TRUNCH

Present:-

Chairman - Cllr. A. Fordham, Vice-Chairman - Cllr. G. Green,
Cllr. B. Boughton, Cllr. A. Hale, Cllr. D. Hazell, Cllr. T. Leeder,
Cllr. C. Owen and Cllr. R. Walker.

County Councillor Edward Maxfield.
District Councillor Nick Coppack.

Ed Mumford-Smith - Broadland Housing Association.
Jordan Knights - Broadland Housing Association.

Two members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. R. Drury, Cllr. N. Hurst and Cllr. J. Jones.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON WEDNESDAY 5TH JULY, 2017

The Minutes of the meeting held on Wednesday 5th July 2017, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. **PRE-SUBMISSION PRESENTATION - BROADLAND HOUSING ASSOCIATION**

Mr. Mumford-Smith reported that the exhibition during the day had been well attended with a lot of interest in the properties. The process to obtain planning permission for the first phase has taken two years with the planning permission being obtained in the spring this year. Phase one will be 12 properties with 4 properties being shared ownership. The second phase will be another 6 properties with 2 properties being shared ownership and one for rent. The need for the housing is ascertained by North Norfolk District Council and the applicants have to meet certain criteria and live in the local area. Broadland Housing Association will be writing to the residents once first phase has been completed to invite them to another open day to ascertain who is interested in the properties. The completion of the first phase is expected to be March/April 2018. The planning application for the second phase will be submitted shortly.

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

5.1 **County Councillor's Report:-** Attached. County Councillor Maxfield will report to the next meeting concerning the drainage on the North Walsham Road and whether his budget can be used towards a scheme.

5.2 **District Councillor's Report:-** District Councillor Coppack reported that he is no longer on the Development Committee at North Norfolk District Council. The waste partnership recycle for Norfolk is being held during September. The recycling should be clean, dry and bagged in the green bins. Leaflets will be issued to residents and posters will be displayed. The recycling rate for Norfolk is 45% with the national average being 43%. The draft Norfolk Strategic Framework has been prepared to help in the preparation of the Local Plan. District Councillor Coppack warned residents against dealing with private companies to ascertain their council tax bands. Residents should deal with North Norfolk District Council direct. The Graham Allen awards short list has been agreed and the peoples choice will be announced at the Green Build Event at Felbrigg over the weekend of 9th/10th September. Bags of compost will be available for purchase at the event at a cost of £3 per bag. The next Full Council meeting will be held next week. North Norfolk District Council have bought the freehold for the Itteringham shop. Amnesty for hazardous waste will be at Hautbois the first weekend in October. The Chairman will place this information in the Mardle.

6. **PUBLIC PARTICIPATION**

None received.

7. POLICE

- 7.1 **Police Newsletter:-** Circulated. Noted.
- 7.2 **SNAP:-** Nothing to report.
- 7.3 **Community Speed Watch:-** Nothing to report. Cllr. Walker enquired whether a VAS sign showing the speed of vehicles could be installed each end of the village. The Clerk explained that a bid would need to be made to the Parish Partnership Scheme which means that Norfolk County Council and Trunch Parish Council would pay 50% each if the bids were successful. The VAS signs cost £6,000/£7,000. It was **AGREED** that this matter would not be progressed at the present time. It was **AGREED** that the Clerk would ask for the VAS sign at the Gimingham end of the village to be repaired.

8. HIGHWAYS

- 8.1 **Hedge Cuttings - Front Street:-** It was reported that the hedge cuttings have been removed. It was **AGREED** that no further action would be taken in this matter.
- 8.2 **Overgrown Hedges - North Walsham Road:-** It was reported that the overgrown hedges have been cut. It was **AGREED** that no further action would be taken in this matter.
- 8.3 **Dog Bin - Junction of Front Street:-** It was reported that the new post is now in place. It was **AGREED** that no further action would be taken in this matter.
- 8.4 **Emptying - Dog Bins:-** The Clerk reported that she has received complaints from residents that the dog bins are not being emptied again and are overflowing and smelling. The Clerk has contacted North Norfolk District Council on this matter and District Councillor Coppack will liaise with the necessary officer to try and resolve the issue. This matter will be placed on the next agenda for an update.
- 8.5 **Kerb Stones - Church Close:-** The Clerk read an email received from Norfolk County Council stating that the inspector had not found any kerbs that were in a condition where they would carry out repairs. However, he did find a small area of uneven footway surface which has been programmed for repair. It was **AGREED** that the Clerk would arrange for the Highway Engineer to meet with Cllr. Boughton and herself on site to progress this matter.
- 8.6 **Temporary Traffic Order- Blooms Turn:-** Circulated. Noted.
- 8.7 **Smell - Knapton Road:-** Cllr. Hale reported that Anglian Water have visited the area but have not found the source of the smell which comes and goes.

9. PLAYING FIELD

- 9.1 **Playing Field Project:-** Nothing to report.
- 9.2 **Maintenance of Play Equipment:-** It was **AGREED** to accept the quotation in the sum of £310 to dismantle the Hexastep Turnstile removing the top bearing and housing, replacing the wooden platform (purchased separately) and replacing bearings. Replacement bearings and to replace the subsiding corner of the basket ball concrete pad.
- 9.3 **Mattress:-** It was reported that a mattress needs to be removed from the playing field. Cllr. Hale will arrange to take the mattress to the dump.
- 9.4 **Litter Bins:-** It was reported that the litter bins on the playing field are not being emptied again. The Clerk will report this accordingly.

10. FOOTPATHS

- 10.1 **Footpath - North Walsham Road to Playing Field:-** The Clerk reported that the contractor has quoted £100 per annum to add this footpath to the maintenance schedule. It was **AGREED** to accept this quote.

11. PLANNING

- 11.1 **Planning Application No. PF/17/1255 - Erection of rear single storey extension to provide additional bedroom and residential annexe - Gorrell Hill Farm, Chapel Road, Trunch:-** No objections.
- Planning Application No. PF/17/1390 - Variation of condition 2 to allow design changes to dwelling approved under planning permission PF/17/1505 - Site between Sycamore & Homeland, North Walsham Road, Trunch:-** No objections.
- 11.2 **Planning Decisions:-** Permission given for Tall Oaks, Knapton Road, Trunch - Erection of detached single storey bike store. Noted.
- 11.3 **Park Farm:-** The Clerk reported that she has written to the Appeal Inspector with the Parish Council's comments and concerns.
- 11.4 **Local Green Spaces:-** The Clerk reported that she has submitted the green spaces nominations to North Norfolk District Council.

12. FINANCE

12.1	The following cheques were AGREED and signed:-	£
	J I Chance - Salary, Office Allowance, Stationery and Postage	490.59
	HM Revenue and Customs - Tax	83.60
	Mazars External Auditors	150.00
	LDM Home & Garden Services Limited	
	- Hexastep Platform	259.20
	- Callout Charge	45.00
		304.20

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- 12.2 **Annual Return for the year ended 31st March 2017:-** The Clerk

reported that the Annual Return has been agreed by the external auditors and is now available for inspection. The Clerk reported that she had omitted to mention that the pavilion has been demolished and the Annual Return needed to be returned to her for amendment.

- 12.3 **Internal Auditor:-** It was **AGREED** to appoint Roger Canwell as internal auditor for future years. The current internal auditor's health is deteriorating and he is unable to continue.
- 12.4 **Investment of Reserves:-** It was **AGREED** that the Clerk invite Debra Wait to the next meeting to discuss this matter.
- 12.5 **Monthly Accounts - June and July:-** Circulated. **AGREED.**

13. ALLOTMENTS

- 13.1 **New Sign:-** It was **AGREED** to accept the quotation for a new sign in the sum of £15. The Clerk will action as necessary.

14. COMMUNITY PONDS PROJECT

- 14.1 The Clerk circulated the reply from Kate Dougan stating that she is looking for landowners with ponds to come forward. Noted.

15. MEETING DATES FOR 2018

- 15.1 The Clerk circulated the meeting dates for 2018. **AGREED.**

16. CORRESPONDENCE

- 16.1 **Norfolk ALC - Newsletters:-** Circulated. Noted.
- 16.2 **NNDC - Big Society Fund:-** Circulated. Noted.
- 16.3 **Bradfield Cricket Club - Thank You Letter:-** Circulated. Noted.
- 16.4 **CPRE Norfolk:-** Circulated. Noted.

17. VARIOUS MATTERS

- 17.1 **Hedge in Cemetery:-** It was reported that the hedge in the cemetery is overgrown. The Clerk will speak to the contractor as it is believed that the cutting of the hedge is in the maintenance schedule.
- 17.2 **Village Hall Sign:-** Cllr. Owen reported that the owner of the property whose wall the village hall sign is displayed, has offered to pay for a new sign as it is cracked. She would prefer the new sign to be mounted on a post on the grass island. Cllr. Owen will liaise with the property owner and state that the Parish Council are very grateful for the offer but the signs that are mounted on posts are subject to vandalism and the new sign should be placed in the current position.

18. DATE OF NEXT MEETING

The date of the next meeting is noted as Wednesday 4th October, 2017 at 7.30 pm in the Methodist Church Rooms.

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

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Chairman

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Date