

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL**  
**HELD ON WEDNESDAY 4<sup>TH</sup> OCTOBER, 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. R. Drury, Cllr. D. Hazell, Cllr. N. Hurst,  
Cllr. J. Jones, Cllr. T. Leeder and Cllr. R. Walker.

Debra Wait - St James's Place Wealth Management.

Julie Chance MILCM - Clerk.

Three members of the public also attended the meeting.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. A. Hale and District Councillor N. Coppack.

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

Declarations of interest were received from Cllr. R. Walker in respect of the budget - village hall grant and from Cllr. J. Jones in respect of the budget - Methodist Church grant.

**3. MINUTES OF THE MEETING HELD ON WEDNESDAY 6<sup>TH</sup> SEPTEMBER, 2017**

The Minutes of the meeting held on Wednesday 6<sup>th</sup> September 2017, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

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

4.1 **County Councillor's Report:-** None received.

4.2 **District Councillor's Report:-** Attached.

5. **PUBLIC PARTICIPATION**

None received.

6. **DEBRA WAIT - ST JAMES'S PLACE WEALTH MANAGEMENT**

6.1 The Chairman introduced Debra Wait. Debra gave a presentation on St James's Place Wealth Management and their investment products. Following discussions and questions from the Members, it was **AGREED** to ask Debra to prepare a recommendation letter for investment of £15,000 of the earmarked reserves. The recommendation letter will be discussed at the next meeting. There is no obligation to accept the recommendation letter. The earmarked reserves at the end of 31<sup>st</sup> March, 2017 are £18,000.

7. **POLICE**

7.1 **Police Newsletter:-** Circulated. Noted.

7.2 **SNAP:-** Nothing to report.

7.3 **Community Speed Watch:-** Nothing to report.

8. **HIGHWAYS**

8.1 **Dog Bins:-** It was **AGREED** that the Clerk would ask District Councillor Coppack for an update of his enquiries with North Norfolk District Council concerning the dog bins not being emptied in Trunch. The Parish Council pay for this service and do not feel they are getting the service they are paying for.

8.2 **Kerb Stones - Church Close:-** Cllr. Boughton reported that he and the Clerk had met with the Highway Engineer concerning this matter. He felt that the Highway Engineer was dismissive and said that it was a low priority and Norfolk County Council did not have funding for projects such as this. Cllr. Boughton said that the residents have just managed to get seven meters of footway renewed by contacting Norfolk County Council direct and they will be dealing with the kerb stones to see if they have a different outcome to the Parish Council. It was **AGREED** that this matter will be placed on an agenda in the New Year to obtain an update.

- 8.3 Beech Tree - Village Green:-** It was reported that the Beech tree on the village green needs to be cut back as it is hanging over the road at present. It was **AGREED** that the Clerk will obtain some quotations from tree surgeons for the work needed and this matter will be placed on the next agenda for further discussion.

## **9. PLAYING FIELD**

- 9.1 Playing Field Project Group:-** A member of the playing field project group said that he has purchased a mini ramp which can be used for BMX, skate boards and scooters. It is a metal structure with a plywood surface and a safety guard around the top of the structure. The Platform is 4ft tall. The structure was purchased for £300 and this cost will be met by the Playing Field Project Group who have raised over £1,000 through fundraising events in the village. The group would like to place the structure on the top of the playing field away from properties and the trees. The structure will be constructed by a carpenter who is one of the volunteers. Once in place the structure is solid and cannot be moved easily. It was **AGREED** that permission be given to place the structure on the playing field with enough space around the structure for the grass to be maintained with the large machinery used by the contractors. It was **AGREED** that the Clerk would contact the Parish Council Insurance company and ask them for the cost to add this structure to the policy and their requirements. The details of the structure will be sent to the Clerk by the Playing Field Project Group. This matter will be placed on the next agenda for an update and to agree the cost of the insurance. It was **AGREED** that the Chairman will place an article in the Mardle to inform the residents of the project.
- 9.2 Play Equipment - Hexastep:-** It was **AGREED** that the Clerk would contact the contractor and ask for an update on the timescale for this piece of equipment to be repaired.
- 9.3 Concrete Pad:-** This matter will be placed on the next agenda for discussion.

## **10. FOOTPATHS**

- 10.1** It was reported that Footpath No.1 is overgrown with foliage from the surrounding properties. It was **AGREED** that the Chairman will place an article in the Mardle asking the owners of the properties to cut back their hedges.

## 11. PLANNING

- 11.1 **Planning Applications:-** None received.
- 11.2 **Planning Permissions:-** None received.
- 11.3 **Park Farm:-** This matter will be placed on the next agenda for discussion with District Councillor Coppack. The Clerk circulated the letter received from North Norfolk District Council informing the Parish Council that the Appeal had been dismissed by the Inspector.

## 12. FINANCE

- 12.1 The following cheques were **AGREED** and signed:- £
- |   |          |
|---|----------|
| J I Chance - Salary, Office Allowance and Postage | 360.49   |
| HM Revenue and Customs - Tax                      | 83.60    |
| ALS Lawns and Fencing - Grass Maintenance         | 2,000.00 |
| Norse Eastern Limited - Grass Maintenance         | 496.50   |
| Norwich Diocesan Board of Finance - Allotments    | 150.00   |
| Graphic Edge - Allotment Sign                     | 15.00    |
| T T Jones Electrical - Street Lighting            | 44.57    |
- 12.2 **Hedge - Churchyard:-** The Clerk reported that the cutting of the hedge in the Churchyard is not included in the grass maintenance contract at present. It was **AGREED** to add this for the sum of £100 per annum.
- 12.3 **Budget 2017/18:-** The Clerk circulated the draft budget for 2017/18 which was **AGREED**. There will be no increase in the precept once again in this budget.
- 12.4 **Monthly Bank Reconciliation:-** The Clerk circulated the bank reconciliation for the month of August which was **AGREED**.

## 13. ALLOTMENTS

- 13.1 **New Sign:-** Cllr. Hurst and Owen will erect the new sign in the allotment area.

## 14. POLICIES - REVIEW

- 14.1 **Standing Orders:-** It was **AGREED** that no amendments will be made.
- 14.2 **Financial Standing Orders:-** It was **AGREED** that no amendments will be made.
- 14.3 **Asset Register:-** It was **AGREED** that the Clerk will update the asset register and circulate to all Members.
- 14.4 **Risk Assessment:-** It was **AGREED** that no amendments will be made.
- 14.5 **Training Policy:-** It was **AGREED** that no amendments will be made.
- 14.6 **Complaints Policy:-** It was **AGREED** that no amendments will be made.

- 14.7 **Publication Scheme:-** It was **AGREED** that no amendments will be made.
- 14.8 **Child Protection Policy:-** It was **AGREED** that a new policy will be adopted to include vulnerable adults. The Clerk will circulate the new policy once written and this will be placed on the next agenda for an update.

15. **CORRESPONDENCE**

- 15.1 **Norfolk ALC - Newsletters:-** Circulated. Noted.
- 15.2 **NNDC - Local Plan Newsletter:-** Circulated. Noted.
- 15.3 **Email - Dilham Parish Council:-** The Clerk read an email received from Dilham Parish Council enquiring whether the increased helicopter traffic from Norwich Airport affected our area. It was **AGREED** that the Clerk would reply and say that Trunch Parish Council feel it is a necessity and do not find it a problem.

16. **DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 1<sup>st</sup> November, 2017 at 7.30 pm in the Methodist Church Rooms.

**There being no other business the Chairman closed the meeting at 8.53 pm.**

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**Chairman**

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**Date**