



# Trunch Parish Council

*Clerk: Jane Wisson Chairman: Brian Boughton*

## **MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD AT THE PARISH HALL ON WEDNESDAY 4<sup>th</sup> AUGUST 2021 AT 7.30 PM**

Present: -

Chairman – Cllr. B. Boughton, Cllr. R. Nevill, Cllr. C. Owers, Cllr. J. Spencer.

Cllr. D Burns, and Cllr. L Eldon joined in by Zoom

Jane Wisson – Clerk.

County Councillor Ed Maxfield

1. **APOLOGIES FOR ABSENCE** – Cllr. N Hurst, Cllr. S Wild & Cllr P Taylor
2. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS** – Cllr. J Spencer in respect of allotment matters.
3. **MINUTES OF THE MEETINGS HELD ON 30<sup>th</sup> June and 9<sup>th</sup> July 2021 – All AGREED**
4. **ELECTION OF A CHAIRMAN AND VICE CHAIRMAN**  
Cllr B. Boughton has resigned as Chairman. Opening the meeting Cllr. B Boughton thanked councillors and parishioners for all their support.  
Cllr. B Boughton then nominated Cllr. J Spencer as Chairman seconded by Cllr. C Owers – **ALL AGREED**. Cllr J Spencer then took over the meeting as Chairman.  
On behalf of the Council Cllr J Spencer thanked Cllr B Boughton for his dedication and hard work as chairman.  
Election for Vice Chairman – nominations – Cllr J Spencer nominated Cllr. B Boughton as vice chair – seconded by Cllr. R Neville – **ALL AGREED**  
  
The Council noted with regret the resignation of Richard Miles. It thanked him warmly for all his hard work as a councillor and wished him a speedy recovery.  
  
With this resignation the Council now has two vacancies. The Clerk reported that the procedure is in hand for filling them.
5. **PUBLIC PARTICIPATION** – 6 members of the public attended the meeting  
Cllr D Burns was thanked for his work to Wright's Loke verges.  
A question was asked about the application for planning permission for a camp site at Hall Farm. Cllr Boughton explained the current position and referred the questioner to the NNDC planning website.

## **6. COUNTY AND DISTRICT COUNCILLORS REPORT**

- 6.1 Oral report from County Councillor Maxfield . He said that NCC have reduced the number of cuts to verges to encourage natural habitat. Specific safety issues on rural roads resulting from this should be reported.
- 6.2 District Councillors report – no report.

## **7. PLANNING**

- 7.1 To receive update on Planning Applications and agree actions:  
Two planning applications the Laurels, Chapel Road – Laurels; application for Certificate of Lawful development in Pyghtle close – no objections.
- 7.2 To receive any other Planning matters and agree actions.
  - 7.2.1 Gorrell Hill Farm – In response to complaints the Clerk will contact the Planning Authority for clarity on the current ongoing work. Clerk had sent an email both to the planning officer and the enforcement team for review.

## **8. FINANCE MATTERS**

- 8.1 To agree list of cheques (provided) for payment – **ALL AGREED**
- 8.2 Monthly figures for June 2021 – **ALL AGREED**
- 8.3 Hardship/Welfare funds – no action
- 8.4 Grant Awards –Clerk to arrange a meeting of the Working Group (Cllrs Spencer and Nevill – see Minute 15.2.3 of the July 9<sup>th</sup> meeting)
- 8.5 To consider any other financial matters and agree action - none.

## **9 POLICE**

- 9.1 Newsletter – circulated - noted
- 9.2 Speed watch – Due to lack of volunteers the team are not carrying out surveillance at present. Data recorded by the SAM2 should help to provide information the police and encourage the speed watch activities recommence. Three new residents have volunteered to join the team.
- 9.3 To consider any other police matters and agree actions. Cllr. B Boughton agreed to be responsible for liaison with the police following the resignation of Richard Miles. The Clerk provided an update for residents to be aware of a scam linked to couriers trying to obtain money.

## **10 HIGHWAYS**

- 10.1 Speed gates – as these are now installed this item will no longer appear on the agenda.
- 10.2 Road Name sign – Housing association are awaiting the road name sign for Fuller’s Lane which will then be erected
- 10.3 Potholes – Clerk asked for any potholes which needed attending to please let her know. In response to queries about the quality of the repairs in Wright’s Loke, Cllr R ,Nevill updated the council on the a recent change in industry standards for repairing potholes..

10.4 SAM2 Speed Activated Monitor – additional brackets have been installed so providing 12 areas of sight that the information can be received from, the sign being moved between them to provide a detailed understanding of the speeding in both directions. In due course this detail will be reported to the Police.

10.5 To receive any other Highways matters and agree action – the Clerk reported that the drainage works on North Walsham Road have been delayed by NCC until January 2022.

## **11 PLAYING FIELD**

11.1 Registering of Title – The Clerk has twice contacted Barclays bank in Sheringham about the title deeds which our minutes record were deposited with the now closed branch in North Walsham, and has not had any acknowledgements to date. Cllr. J Spencer has contacted the solicitor the Council intends to use for the registration to seek advice as to how we can now recover the title deeds.

11.2 Inspection of trees – An initial quote has been provided to the Council – Clerk to obtain a further two quotes to bring to the next meeting.

11.3 Play Equipment and Fencing maintenance –The Council expressed its thanks to the members who have now completed the work.

11.4 Improvement of access from Amis Close and North Walsham Road. Volunteers to have a look at the work required and Chairman to speak to Cllr. N Hurst to see what work is needed to support an open grid mesh and the hard core.

11.5 Removal of Skateboard half pipe. This has been dismantled and we are awaiting Trunch Garage's crane to be repaired for this to be moved to Trunch Garage. Cllr. B Boughton to ascertain from Trunch Garage when the crane may be fixed . Cllr D Burns suggested a time limit to get this piece of work completed. – report back at next meeting to update.

11.6 To receive other playing field matters and agree actions – none raised.

## **12. VILLIAGE ASSET**

12.1 Village Sign base – As this is now repaired the Clerk to remove from Agenda.

## **13. FOOTPATHS**

13.1 Verge Cutting costs – Clerk to liaise with NCC to confirm works both organisations are responsible for. Cost for 3 cuts £145 – decided that one further cut is needed between now and the end of the season.

13. 2 To receive footpath matters and agree actions – Cllr S Wild reported by email that FP11/BR10 both needed cutting – however we need to confirm this as it was thought this work had been undertaken. The hedge overhanging the footpath at the corner North Walsham/Knapton Road footway is in need of cutting back – Clerk to chase up Victory Housing.

Brambles are causing an issue in Pyghtle Close – Cllr. J Spencer/Cllr.B Boughton to discuss with residents. Clerk and Chairman to confer with Cllr Wild about what further work is currently needed on the footpaths and consider how this could be carried out.

#### **14. NORFOLKNALC – WELLBEING INITIATIVE**

14.1 Various papers circulated for information – All seen

14.2 Building Back Resilience Silver Surfers- This is to help people who are isolated due to the pandemic and don't have access to learn/or have had opportunities to learn computer skills or even access to the hardware to be able to do it. The TVS have applied for a grant to purchase tablets and Alexa's to support the initiative.

#### **15. STEERING GROUP**

15.1 Neighbourhood plan – Clerk to chase again NNDC planners for the dates when Phase 2 of the local plan is open for consultations – Cllr. R Nevill to inform all the members of the Steering Group of the current situation and progress.

#### **16. TASK AND FINISH GROUP**

16.1 Allotments –Proposal to book a skip to clear derelict sheds on the Mundesley Road site at a cost of £234.00 Proposed Cllr. R Nevill, seconded by Cllr. B Boughton – **ALL AGREED**

We currently have one vacant plot and the prospect of two more in the autumn. **ALL AGREED** that an advert goes out in the Mardle, on the notice boards and in the village shop and these be offered to Trunch residents first. Cllr. J Spencer to produce poster for the shop.

#### **17. COUNCILLOR AND CLERK TRAINING**

17.1 Update from Clerk regarding CILCA – still ongoing – work is required to produce information needed to deliver the outcomes on the course – Unit 1 completed. Unit 2 is nearly completed (this is the largest of the 5 Units) – Unit 4 has started – final course this week then outcomes need to be completed. It is a very work intensive course.

Cllr D Burns – has undertaken training on tree inspections. Further details at next meeting which he hopes to attend in person.

#### **18. PARISH MATTERS**

18.1 Provision of a Seat in Wrights Loke. Wright's Loke has been identified as a possible site for a public seat, if in future a member of the public should wish to donate one. Clerk to discuss the location with NCC.

18.2 Village Hall – Cllr R Nevill, who is already the Parish Council's representative on the Village Hall Committee, is expected to become the Chairman.

18.3 Empty homes – 1 – 3 The Hill – owner has been in contact again and will be arranging for a family member to clean the vehicle up and has arranged for some

remedial work on the garden and maintenance work on the house to be carried out. He is due to come back to the property sometime between now and 2022. **Agreed to take no further action for the present**

18.4 Village Social Event – Event coming together – it will be a free event with musicians and various amusements and activities. Further information nearer the time.

18.5 Proposed Parish Council Open Day. At Cllr. D Burns's suggestion, **AGREED** to to adjourn further consideration of this until the position with possible COVID restrictions has become clearer.

18.6 Return to Face-to-Face meetings As the law stands, at least some of our meetings must now be held face to face. With ongoing concerns about COVID the Village Hall is a better venue than the Methodist Meeting Room. As it is only available on Fridays **AGREED** to hold such meetings then, - possibly from 7pm rather than 7.30. Clerk to check with County Officer about moving to a pattern of less frequent face-to-face meetings with informal Zoom discussions in between; Clerk to report back at next meeting. Thanks to Cllr R Nevill for the great trouble he took to arrange for this meeting to be “hybrid” with absent members participating by Zoom: but this method has practical disadvantages and the experiment will not be repeated.

18.7 No Cold Caller Zone – 500 forms have been delivered to homes in the Village but so far only 216 have been returned. A further 119 responses are needed if the scheme is to go ahead. Residents to be chased up by NNDC Trading Standards for more responses for the No Cold Calling zone

18.8 Car Parking – parking in and around Back Street is still causing problems Cllr. B Boughton to discuss with the police.

18.9 Spend local campaign – Poster has been designed with the request to spend £5 in the either the village shop or the pub during September. Cllr D Burns has produced the poster, and this will be added to Trunch Next Door/Mardle and go up on the notice boards.

18.10 CPR and defibrillator Sessions – 9th September has been offered for training must have 20 people for the session to go ahead Clerk will liaise with Chairman to decide a time and location.

18.11 Tree Planting Project – After discussion, it was agreed to consult further with the village about the possible planting of trees on the Green and the North-West corner of the Playing-Field by distributing a leaflet to all houses inviting views. Proposed by Cllr C Owers seconded by Cllr. B Boughton – **ALL AGREED**.

## **19. CORRESPONDENCE**

19.1 Norfolk ALC Bulletin –all noted

19.2 NALC Wellbeing Initiative – all noted

## **19. DATE OF NEXT MEETING**

Date, time, and location to be confirmed

Meeting ended 21.

