

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 11TH DECEMBER, 2019 AT 7.30 PM
IN THE METHODIST CHURCH ROOMS, NORTH WALSHAM ROAD
TRUNCH**

Present:-

Chairman – Cllr. B. Boughton, Cllr. R. Nevill, Cllr. N. Hurst,
Cllr. C. Owers, Cllr. J. Sweeney, Cllr. P. Taylor,
Cllr. M. Tyler and Cllr. S. Wild.

Julie Chance FSLCC – Clerk.

Four members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. D. Burns, Cllr. J. Spencer and District Councillor G. Hayman.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

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

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

4. CASUAL VACANCY

The Clerk reported that the time allowed for requests for an election has lapsed. It was **AGREED** that the Clerk would advertise for expressions of interest in the casual vacancy and interviews will be carried out prior to the next available meeting.

5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

5.1 **County Councillor's Report:-** Attached.

5.2 **District Councillor's Report:-** None received.

6. PUBLIC PARTICIPATION

Members of the public reported that in the minutes of Trunch Parish Council in the mid-eighties it is recorded that there was a ban on dogs on the playing field. The Clerk reported that North Norfolk District Council do not have any record of this ban and the Parish Council do not have the powers to enforce a dog ban on the playing field. The Chairman reported that he has met with the Dog Wardens from North Norfolk District Council and they have confirmed that in order for a dog ban to be placed on the playing field it would have to be enforced. It was **AGREED** that the Clerk would investigate the minutes concerned and ascertain the wording in the Lease. It was **AGREED** that the Clerk would clarify the legal position on enforcing and introducing a dog ban in public areas.

Members of the public reported that a tree has fallen down on the Mundesley Road allotment site. It was **AGREED** that the Clerk would look into this matter.

A member of the public asked whether it would be possible to install an extra half pipe to the skateboard area on the playing field. The residents of Trunch wish for provision to be made for younger children. The Chairman said that there is concern that the original skateboard equipment is falling into disrepair and some assurances that this will be addressed and maintained in the future need to be sought before consideration will be given to any additional equipment.

7. POLICE

- 7.1 Police Newsletter:-** Circulated. Noted.
SNAP:- The Chairman reported that the SNAP meetings are the same date as the Parish Council meetings but he is meeting with the Police on a one to one basis to address the concerns in Trunch such as allegations of drug abuse, theft of the shredder from the composting team and speeding. It was also reported that there had recently been a dog on dog attack which left one of the dogs badly injured.
- 7.2 Community Speed Watch:-** The Chairman reported that he has liaised with the Police concerning the new SAM 2 signs. The Police report that they are effective in the areas they are being used as they record data. It was **AGREED** that this matter would be put on the next agenda for further discussion.
- 7.3 Meeting – Local Police Inspector:-** The Clerk circulated an invitation for two members to meet with the local Police Inspector. It was **AGREED** that the Chairman and Cllr. Tyler will attend. The Clerk will book the places accordingly.

8. HIGHWAYS

- 8.1 Crown Inn – Damaged Area:-** It was reported that the repair to the area has still not been carried out. The Clerk will chase accordingly.
- 8.2 Parish Partnership Funding Bid – Speed Gates:-** The Clerk reported that she has submitted the parish partnership bid for the speed gates at the Gimingham Road end of the village.
- 8.3 Temporary Road Closure Orders:-** Circulated. Noted.
- 8.4 Extension of 30 mph Zone:-** The Clerk read an email from Norfolk County Council confirming that the Order to change a speed zone will cost in the region of £5,000 if there are no objections. If there are objections this cost will increase considerably. The email also stated that the speed limits are set in accordance with Norfolk County Council Speed Management Strategy and if the signs are not in the correct place the speed limit is not enforceable.
- 8.5 Road Closures – VE and VJ Street Parties:-** Circulated. Noted.

8.6 Tree Work – Pyghtle Close:- The Clerk reported that the owner of the property next to Trunch Parish Council land is liaising with our tree contractor to reduce the tree with the permission of the Parish Council. The tree at present is encroaching on his property. The owner of the property will meet the cost of this work.

9. PLAYING FIELD

9.1 Playing Field Project Group:- This matter was discussed under public participation.

9.2 Dog Fouling – Signs:- The Chairman reported that North Norfolk District Council will erect four signs once the posts are in place. The Chairman will be erecting the post in the near future.

Dog Poo Bin:- The Clerk reported that the new dog poo bin is in her garage. It was **AGREED** that the issue of whether to ban dogs on the playing field needs to be resolved before any further action is taken in this matter.

Dog Poo Bag Dispenser:- The Clerk reported that the new dog poo bag dispenser is in her garage. It was **AGREED** that the issue of whether to ban dogs on the playing field needs to be resolved before any further action is taken in this matter.

9.3 Fence – Playing Field:- This matter has been moved to part II.

9.4 See Saw:- This matter has been moved to part II.

9.5 Litter Bin – Play Area:- The Clerk reported that the new litter bin is in her garage. It was **AGREED** to suspend standing orders to allow the Clerk to obtain quotations for the installation of the new litter bin.

9.6 Tree Planting – Woodland Trust Trees:- It was reported that all the trees have been planted by a group of volunteers. The Chairman is having to replace the canes and protectors on a regular basis.

North Norfolk District Council – Tree Planting Scheme:-

Circulated. It was **AGREED** that the Clerk would write to North Norfolk District Council and state that Trunch Parish Council is interested in taking part in this scheme.

10. FOOTPATHS

10.1 Circular Walks Sign – Broken Quiet Lane Sign:- The Clerk read an email received from Norfolk County Council stating that they are considering what action to take about replacing the circular walk sign which was attached to the broken sign.

11. PLANNING

11.1 Planning Application No. LA/19/1837 – Barn 1, Hall Farm, Trunch :- The Clerk circulated this application to all Members. It was **AGREED** that no objections would be registered.
Planning Application No. PF/19/0149 Sunnyholme, Trunch:- It was **AGREED** to submit a comment concerning the front extension being over the building line.

12. NORFOLK ALC – WELL BEING INITIATIVE

The Chairman reported that Norfolk County Council have declared a climate emergency and plan to be carbon neutral by 2030. The Chairman and Cllr. Burns have prepared a presentation on this matter which will be shown at the next meeting.

13. WHEELIE BIN – BENCHES

The Clerk circulated this new initiative to Members. Noted.

14. FINANCE

14.1 The following cheques were AGREED and signed:-	£
J I Chance – Salary and Office Allowance	448.73
HMRC – Tax	95.60
NNDC – Un-contested Election Costs	182.44
JRB Enterprise Limited – Dog Bag Dispenser	130.38

14.2 Monthly Accounts – October:- Circulated. **AGREED.**

14.3 Procurement Procedure:- Following advice and lengthy discussion it was **AGREED** to simplify the paperwork. Cllr. Taylor will present a paper for discussion at the next meeting.

14.4 St. James's Place Investment:- The Clerk reported that the interest earned as at October 2019 is £1,204.

14.5 Street Light Maintenance Contract:- The Clerk reported that the annual maintenance contract is due for renewal. The current contractor has agreed to keep the cost of the contract the same as the previous year. It was **AGREED** that this contract would be renewed.

15. ALLOTMENTS

15.1 The Clerk reported that the Diocese are still discussing the possibility of selling the land to the Parish Council. In the meantime, they have sent a draft lease for agreement and signature. There are a number of amendments needed before the new Lease can be signed. It was **AGREED** that the Clerk would write to the Diocese and ask for an extension on the time limit for the new Lease to be signed. The Clerk will liaise with the working group to discuss the amendments needed to the new Lease. This matter will be placed on the next agenda for further discussion.

16. POLICIES TASK AND FINISH GROUP

16.1 Cllr. Nevill reported that the task and finish group have met and discussed the Training Policy, Asset Register and Risk Assessment. The suggested amendments to the Training Policy and Asset Register were **AGREED**. It was **AGREED** that the Risk Assessment did not need amending. The Clerk will circulate the documentation once the amendments have been actioned.

17. CORRESPONDENCE

17.1 The Local Government Boundary Commission:- Circulated. Noted.

17.2 Bus Service Changes:- Circulated. Noted.

17.3 Trunchfest 2020:- The Clerk read a letter received from the organisers stating that there will be a one day festival on Sunday 2nd August, 2020. It was **AGREED** that the Clerk would write supporting this festival but requesting that the exit from the field have stewards as it is coming onto a main road. It was **AGREED** that the Clerk would ask the organisers to liaise with the Trunch Crown about the festival.

18. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 8th January, 2020 at 7.30 pm in the Methodist Church Rooms.

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

AGREED.

20. FENCE PLAYING FIELD

It was **AGREED** that this matter would be placed on hold until the issue with the possible dog ban on the playing field has been resolved.

21. SEE-SAW

It was **AGREED** to accept the quotation in the sum of £355 to replace the cross beam from sepele hardwood and rebuild the see saw.

There being no other business the Chairman closed the meeting at 9.15 pm.

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Chairman

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Date