MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD ON
WEDNESDAY 3rd FEBRUARY 2021 AT 7.30 PM VIA ZOOM

Present:
Chairman – Cllr. B. Boughton, Cllr. D. Burns, Cllr. N. Hurst, Cllr. R. Nevill,
and Cllr S Wild.

County Councillor E. Maxfield.

Jane Wisson – Clerk.

1. APOLOGIES FOR ABSENCE

1.1 Apologies from Cllr Greg Hayman - NNDC

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

2.1. Declaration of interest were received from Cllr. J. Spencer in respect of any
item 18.1 Asset of Community Value the Crown PH


3.1 The Minutes of the meeting held on Wednesday 6th January 2021 having
been circulated, were taken as read, AGREED, and will be signed by the
Chairman in due course.

4. CASUAL VACANCY – Election of a Vice Chairman

4.1. Cllr. J Spencer has been nominated and a resolution passed that
Cllr. J. Spencer be elected as Vice Chairman.

5. COUNTY AND DISTRICT COUNCILLORS’ REPORTS

5.1 County Councillor’s Report: - Written report attached.
Q. Cllr B. Boughton asked for Cllr. Maxfield to keep us updated on Norfolk
County Councils effort in achieving Carbon reduction as current ambitions are
extremely challenging.

Cllr. E Maxfield was thanked for his help regarding the footbridge.

5.2 District Councillor’s Report: - No report provided.
6. **PUBLIC PARTICIPATION**
   6.1 Meeting attended by 2 members of the public.

7. **FINANCE**

   7.1 The following cheques were **AGREED**: -
   
   - Clerks salary £382.00
   - SLCC £52.30
   - T T Jones Electrical £47.46
   - NALC £77.86
   - IVERDE £146.59

   7.2 Monthly figures for December circulated and **AGREED**.

   7.3 **Hardship/Welfare Funds**: it was **AGREED** to ring fence £1000 for the Hardship fund – continue to advertise in the ‘Mardle’ and on Trunch Next Door.

   7.4 **Grant Awards**: Grants to be issued as stated in precept – **AGREED**.

   7.5 **Internal and External Auditor**: Review current arrangements Clerk to confirm requirements with NALC.

   7.6 **To consider any other financial matters and agree actions**: A paper had been provided to councillors for consideration in joining the CPRE for £36.00 per year – **AGREED** for Clerk to contact and apply.

8. **POLICE**

   8.1 **Newsletters**: - Circulated. Noted.

   8.2 **Speed Watch**: Training can still be provided and a further call for volunteers is needed. Two teams of three people would be ideal.

   8.3 **To consider any other Police matters and agree actions**: Cllr R Miles attended police update briefing and provided a written update.

9. **HIGHWAYS**

   9.1 **Speed Gates** - designs were received and agreed – these are with NCC to arrange erection some activities are delayed due to ongoing Covid 19 restrictions. Clerk will monitor and maintain contact with NCC.

   9.2 **Road Name Sign** – Broadland have responded, and they are aware of the need for the sign but are trying to co-ordinate with some hard landscape work that needs doing in the same area. Clerk will monitor and maintain contact with Broadland Housing.

   9.3 **Potholes** – It is reported that the potholes identified in the district are getting worse both Cllr. E Maxfield and Clerk to contact Highways team to ascertain timeline for repairs.

   9.4 **Bus Shelter** – Quotes for survey were provided – **AGREED** clerk to contact contractor to initiate the survey. It was **AGREED** to involve the
Parish in the decision around what the space could be used for e.g., raised Flower Bed.

9.5 **Drainage:** - North Walsham Road – Works to be completed in 2021/2022.

9.6 **SAM speed indicating** – Chairman provided a written update and the current process was discussed – delivery on these are up to 8 weeks – It was AGREED that an order be made to the company to order the SAM 2, whilst awaiting the outcome of the funding bid.

9.7 **Other Highways Matters** – after recent rain it had been identified that there are some drainage issues around the Parish – Clerk to raise with highways.

10 **PLAYING FIELD**

10.1 **Registering of title** – Clerk has contacted Hansells and Barclays to ascertain if they have a copy of the conveyance – Hansells have confirmed that they do not have a copy – still awaiting response from Barclays.

  **Footpath** – Clerk has contacted both the Legal team and Estates at NNDC – neither have a copy of the conveyance. Ongoing investigations.

10.2. **Inspection to trees** – Clerk to chase the Tree Survey.

10.3 **Safety Inspection Report and Recommendations** – Further work is required – Clerk to place order for rubber mats. Fence will be addressed, and a new sign has been ordered.

10.4 **To receive any other Playing Field matters and agree actions** – None received.

11. **VILLAGE ASSETS**

11.1 **Village Sign base** – Clerk to arrange for further quotations.

11.2 **Fixed Asset Register** – This has been updated in line with recent training and advice – Clerk to obtain NALC advice around Insurance quotations to ensure value for money.

12 **FOOTPATHS**

12.1 **To receive footpath matters and agree actions** - All recent areas of footpath issues have been reported and are been reviewed by NCC. A further request in regard to cutting various bridleways to ensure we maintain the correct access requirements – it was AGREED that NCC can carry this work out.

13 **PLANNING**

13.1 None received.

13.2 Empty Homes – It was AGREED that Clerk would write to NNDC for clarity on the number of second homes in Trunch.
14 NORFOLKALC – WELLBEING INIATIVE
14.1 Various Papers circulated and noted.
14.2 Tree Planting – initiative is being co-ordinated with NNDC. In the meantime willing landowners to be sought and plan to plant in the Spring. Further details will be advised in due course. Progress dependent on relaxation of Covid restrictions.

15 STEERING GROUP
15.1 Neighbourhood Plan: Update and action plan provided to the group. It was AGREED that the Clerk would support the group for up to 6 hours per month.
It was AGREED that the current plan be approved and used to implement on going investigation for the Neighbourhood plan.

16. TASK AND FINISH GROUP
16.1 Allotments – a new lease has been posted out and we await the receipt of it. All other aspects can be left with the Task and Finish group for action.
16.2 Policies – it was AGREED that areas of the Blue book will be identified – all councillors to review and recommend changes and pass to the Clerk for amendments.

17 CLERK AND COUNCILLOR TRAINING
17.1 Update provided by Chairman on the activities from the recent training.

Meeting suspended at 9.28pm and will be reconvened on the 10th February 2021

18. PARISH MATTERS
18.1 The Crown – add to agenda for 10th February 2021.
18.2 The Village Hall – added to the agenda for the 10th February 2021

19. CORRESPONDENCE
18.1 Added to agenda for 10th February 2021.

20 DATE OF NEXT MEETING –
Wednesday 10th February 2021 – 7.30pm

......................................................... Chairman

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