

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD ON
WEDNESDAY 6th January 2021 AT 7.30 PM VIA ZOOM**

Present:-

Chairman – Cllr. B. Boughton, Cllr. D. Burns, Cllr. N. Hurst, Cllr. R. Nevill, Cllr. C. Owers, Cllr. J. Spencer, Cllr. J. Sweeney, Cllr. R Miles, Cllr. E Eldon and Cllr S Wild.

District Councillor G. Hayman. County Councillor E. Maxfield.

Jane Wisson – Clerk.

1. APOLOGIES FOR ABSENCE

1.1 No apologies for absence

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

2.1. Declaration of interest were received from Cllr. J. Spencer in respect of any allotment matters. From Cllr. D Burns and Cllr. B Boughton for item 18.1 Asset of Community Value the Crown PH

3. MINUTES OF THE MEETING HELD ON 2nd DECEMBER AND BUDGET MEETING ON THE 9TH DECEMBER 2020.

3.1 The Minutes of the meeting held ON Wednesday 2nd December and the 9th December having been circulated, were taken as read, **AGREED** and will be signed by the Chairman in due course.

4. CASUAL VACANCY

4.1 It has been **AGREED** to not advertise this post at present.

5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

5.1 County Councillor's Report: - written report attached.

Awaiting details of the vaccine process for care homes – This is being managed by NHS and we are awaiting further details.

Elections due in May but a request has been passed to the local MP to get them postponed till September to allow for democratic process to be undertaken. Request for NNDC to send all residents a letter encouraging take up of postal votes.

Special meeting to be undertaken in regard to Holt Hall on the 11.1.2021 in regards to the closure which is expected to continue with the closure – EM will report back on result.

On a Cabinet meeting to be held - Flooding plans to discussed and EM will report back on outcome.

EM to provide updated information on where cardboard is transported to once confirmed with NCC.

Q Cllr S Wild ask about the footpath through Oak Wood(Coronation wood and the broken bridge and when NCC would be replacing it?

A Cllr E Maxfield would chase and let us know.

5.2 District Councillor's Report:-

Vaccine centres to be set up and NNDC lobbying for more locations within the district as currently the only one is in Fakenham but more to be coming on line.

Elections – NNDC councillor would support deferring the elections to allow for democratic process to be undertaken along with the encouragement for postal voting.

Customer Services team will not be seeing people Face to Face apart from the very vulnerable and those in severe hardship – all transactions can be undertaken via the phone.

Cllr B Boughton stated that Rossis bowling alley had been identified as a potential site and would be opening from the 11.1.2021 – this was confirmed by Cllr E Eldon.

6. PUBLIC PARTICIPATION

6.1 Peter and Michelle Horsfield and Eileen Bacchus.

7. **FINANCE**

7.1 The following cheques were **AGREED** and signed:-

Clerks salary £382.00

SLCC £240.00

NNDC £155.40

Idverde £439.77

David Bracey Play Safety Inspection £96.00

7.2 Monthly figures for November circulated and **AGREED**

7.3 **Hardship/Welfare Funds** – **AGREED** that the if parishioners are identified in need that the money is readily available and that a retrospective form needs to be completed for audit purposes

7.4 Other financial matters - none received.

8. **POLICE**

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

8.2 Speed Watch – update provided and this to be reviewed and included in the Neighbourhood plan.

8.3 **To consider any other Police matters and agree action** – none

9. **HIGHWAYS**

9.1 **Speed Gates** - Work to be carried out. The Clerk to provide copies of the signs from the Highways team as due to Covid they are unable to attend beforehand.

9.2 **Road Name Sign** – No further update - Clerk to check with Broadland Housing

9.3 **Potholes** – Clerk to chase report from highways.

9.4 **Bus Shelter** – The Clerk to arrange a quote for a survey of the asbestos

9.5 **Drainage:- North Walsham Road** –This scheme should be commencing in the 2021/2022 financial year.

9.6 **SAM speed indicating** –.Dear Jane

As per the phone conversation

With SAM2 we expect the parish to purchase the unit and then send us a scanned copy of the invoice and we would then send our contribution.

If the parish did not wish to wait for purchase the unit until the award letters have been sent out the parish can purchase the unit “**at risk**” that there is no guarantee that the bid has been accepted and that NCC would contribute.

If in March the bid is accepted then the parish can submit the invoice for a retrospective payment.

Hope this helps

regards

Linda Girling, Senior Programme Technician

Highways, Planning and Transportation (CES)

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Norfolk County Council



9.7 Other Highways Matters – No further issues

10 PLAYING FIELD

10.1 Registering of title – Cllr. B Boughton to provide Clerk details to send to Hansells for them to search records for Title documentation.

10.2 Inspection of Trees – Clerk to contact and arrange survey

10.3 Play Area Safety Report – Report found that three items needed work identified, the timber fencing, the drop under the see saw and the half pipe. Cllr N Hurst and Cllr D Burns to look at the see saw to see what needs to be addressed, Timber fencing to be looked at at the same time. Cllr. B Boughton to discuss with the TVS in regards to removal – the final agreed date is the end of March 2021 however monthly reviews need to take place and an action plan has been requested by the Parish Council as to how this will be achieved.

10.4 To receive any other Playing Field matters and agree actions:
one received

11. VILLIAGE ASSETS

11.1 Village Sign base -A scope of works has been sent to Danny Gotts currently no quote has been received.
Clerk to send specification to Lee Hayman to see if he is able to quote for work.

12 **FOOTPATHS**

12.1 The Clerk to chase NCC in regards to trees down on the footpaths. Cllr. N Hurst to raise with owners of Coronation wood about the work that may be needed in regards to the woods and to clear the path.

The Clerk to write to NCC asking if they would write to remind land owners of their responsibilities in regards to maintaining footpath access.

13 **PLANNING**

13.1 **To receive update Planning Applications** – none received.

13.2 **To receive any other planning matters and agree action:**
Natural England responded to Cllr. R Miles – written to local representative – potential use in regards to a pop up camp site.

14 **NORFOLKALC – WELLBEING INIATIVE**

14.1 Various Papers circulated and noted.

14.2 Tree Planting initiative – NNDC have free trees available to plant. Cllr D Burns that we could have a tree day in the village. All
AGREED

15 **STEERING GROUP**

15.1 **Neighbourhood Plan:** Cllr. R Miles requested that the group has authority to increase the members of the Steering group - **AGREED**

16. **TASK AND FINISH GROUP**

16.1 **Allotments** – Information circulated. Diocese has confirmed a new lease starting from January 2021. Clerk is still chasing for clarity on a couple of outstanding items and we are awaiting the new lease for signing.

16.2 **Policies** – Meeting to be arranged in the near future between Cllr. R. Nevill, Cllr B Boughton and Clerk to review and detail documents.

17 **CLERK AND COUNCILLOR TRAINING**

17.1 Training for the 13 & 20th for Councillors has been arranged for 10.00 – 12.30 on these dates further information will be supplied by NALC – Clerk will chase.

18. **PARISH MATTERS**

18.1 Information provided in regards to making the Crown Public House

an asset of community value. Cllr B Boughton has received information from NNDC Eastlaw and provided updated information. The Clerk to ascertain further information from NALC in regard to the best practice. The Parish Council will be in support and provide a letter if the group takes this forward – all **AGREED**.

19. CORRESPONDENCE

19.1 Norfolk ALC Bulletin – Circulated and noted

19.2 Norfolk Wellbeing Initiatives – circulated and noted.

19.3 No other correspondence received.

20. DATE OF NEXT MEETING – Budget

Wednesday 3rd February 2021 at 7.30 by Zoom

..... Chairman

.....Date