



Trunch Parish Council

Clerk: Jane Wisson Chairman: Brian Boughton

MINUTES OF THE EXTRAORDINARY MEETING OF TRUNCH PARISH COUNCIL HELD ON WEDNESDAY 3RD MARCH 2021 AT 7.30 PM VIA ZOOM

Present: -

Chairman – Cllr. B. Boughton, Cllr. D. Burns, Cllr. N. Hurst, Cllr. R. Nevill, Cllr. C. Owers, Vice Chairman Cllr. J. Spencer, Cllr. R. Miles, Cllr. P. Taylor, Cllr. and Cllr. S. Wild.

Jane Wisson – Clerk.

1. APOLOGIES FOR ABSENCE

1.1 Apologies from Cllr. E. Eldon

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; also, from Cllr. B Boughton and Cllr R Miles for item Asset of Community Value the Crown PH

3. MINUTES OF THE MEETINGS HELD ON 3RD AND 10TH FEBRUARY 2021.

3.1 The Minutes of the meeting held on Wednesday 3rd & 10th February 2021 having been circulated, were taken as read, **AGREED**, and will be signed by the Chairman in due course.

4. PUBLIC PARTICIPATION

4.1 Meeting attended by 4 members of the public.

Q In regard to Wrights Loke and the work being undertaken at each end how are residents going to access the area.

A. Chairman has spoken to Norfolk County Council and to Cadent and this is being reviewed and site visits undertaken to ensure that the residents will not be inconvenienced.

5. COUNTY AND DISTRICT COUNCILLORS REPORT

5.1 County Councillors report – written report received.

- NCC element of the 2021/2022 Council Tax will be increased by 4%. Work is being undertaken to review contracts to make further savings.
- Weather has delayed some work on potholes/road maintenance.
- Elections are being held on May 6th, 2021 – if residents are concerned due to the Pandemic they can contact North Norfolk District Council for a postal Vote.

Q. Cllr D Burns asked if any further update on the bridge flow at Swafield.

A. Various solutions have been discussed to try and ease the concerns around the flow of traffic across the bridge. Cllr. E Maxfield will ask Steve White, NCC Engineer to arrange a site visit once the restrictions on these activities are lifted, Cllr E Maxfield will keep the Councillors updated.

5.2 District Councillors report.

- NNDC to freeze their portion of the Council Tax.
- NNDC are working on a new Housing Strategy – grateful for the contribution by Cllr. D Burns from Trunch in attending workshops.

Q. Cllr. P Taylor asked about the current policy on bringing Empty properties back into occupation and the ability to charge premium charges.

A. IF we provide Cllr. G Hayman with the address he will endeavour to investigate this.

6. FINANCE MATTERS

6.1 The following cheques **AGREED** for payment:

Cllr D Burns – reimbursement for Hardship fund £200
 NCF – Grant repayment £800.00
 IDS Asbestos - £204.60
 Cheverton and Sons - £54.00
 HMRC — £142.40 (2 months)
 Clerk Salary - £310.80
 Iverde - £146.59
 NALC - £30.00
 Came and Co - £552.62
 NALC – CILCA training for Clerk - TBC

6.2 Monthly figures for January 2021 – to be agreed next time along with February 2021.

6.3 Hardship/Welfare funds – No requests received.

6.4 Grant Awards – These must be requested, and an application form is available to be completed.

6.5 Internal Auditor – AGREED to use last years Auditor with a view to review for 2022.

6.6 Insurance – AGREED to use Came and Co for this year with a view to review for 2022.

6.7 To consider any other financial matters and agree action – None received.

7. POLICE

7.1 Newsletter – circulated and notated.

7.2 Speed watch - to receive update and agree actions – no further updates.

7.3 To consider any other police matters and agree actions – None received.

8. HIGHWAYS

8.1 Speed gates – still awaiting date – Clerk to chase for an update on when this be undertaken.

8.2 Fullers Road sign – to receive update – Clerk is chasing this with Broadland Housing.

8.3 Potholes – some have been marked ready to have worked completed – some are awaiting confirmation approval – to continue monitoring the situation.

8.4 Bus shelter – Asbestos survey has been carried out – we are awaiting a copy of the report in due course. **AGREED** to wait for the Report before surveying the village.

8.5 Drainage System – this is just to keep on the radar as we are aware that this should be happening in April 2021.Exact date is awaited.

8.6 SAM2 Speed Activated Monitor – Sam 2 monitor has been ordered. A risk assessment has been carried out and Clerk is investigating the cost of relevant PPE to use for this activity. Clerk to report costs at next meeting.

8.7 Road Deterioration – a general update on the road deterioration after the recent bad weather across the village. Cllr E Maxfield to suggest a visit from the County Engineer once the restrictions on site visits is lifted in regard to lockdown. Clerk and Cllr E Maxfield to arrange.

8.8 To receive any other Highways matters and agree action – Cllr. C Owers identified an issue in regard to the pavement from opposite the Church to Brewery Road (Subsequently Clerk has received an email to say this isn't as bad as first thought).

9. PLAYING FIELD

9.1 Registering of Title – Cllr. J. Spencer provided a report and gave an update – further investigation will be undertaken in the Norfolk Records office once the office is open after lockdown.

9.2 Inspection of trees – Tree inspection had been delayed due to inclement weather – this should have taken place on the 2nd March – Clerk will chase.

9.4 Play Equipment and Fencing maintenance – Awaiting one further quote on matting – Fencing tops have been provided for this work to be undertaken along with a post. Work to be undertaken as soon as we can. Skate pipe to be removed once weather has improved – schedule of works has been agreed.

9.4 To receive other playing field matters and agree actions - Cllr. B. Boughton had received reports of a bike causing ruts in the playing field – perpetrator had been spoken to and agreed to move on.

10. VILLIAGE ASSET

10.1 Village Sign base – quotes received are extremely high and it has been **AGREED** to try and maintain the asset with work being carried out by the Councillors.

11. FOOTPATHS

11.1 To receive footpath matters and agree actions – Martin Chaplin from NCC has provided update on work undertaken – which has been appreciated. However, work on BR7 needs letters sent to land owners – Clerk to contact NCC to arrange for this to be actioned.

12. PLANNING

12.1 To receive update Planning Applications and agree actions – none received.

12.2 To receive any other Planning matters and agree actions – The Crown is due to have a Beer festival last weekend of July – Concern around a temporary camp site being available as per last year – Clerk to contact NNDC for an update.

Trunchfest is due to be taking place in August – Cllr. B. Boughton should receive an update as to whether this will be help due to Covid restrictions.

13. NORFOLKNALC – WELLBEING INITIATIVE

13.1 Various papers circulated for information – all Councillors – noted.

14. STEERING GROUP

14.1 Neighbourhood plan – An update was provided from the steering group regarding work undertaken by them. A review of an engagement platform (Commonplace) was discussed along with a meeting being held with the group and Iain Withington NNDC – Planning Department. **AGREED** clerk to discuss costs with company concerned.

15. TASK AND FINISH GROUP

15.1 Allotments – all sites are occupied – nothing else to report.

15.2 Allotment Notice and Tenancy Agreement with Diocese – **AGREED** for Cllr. B Boughton and Cllr. J. Spencer to sign.

15.3 Records and Minutes – work has been undertaken to ensure that we have a full record of all minutes and other records to ensure that there is no gaps.

16. COUNCILLOR AND CLERK TRAINING

16.1 Update by Cllr. D. Burns on Being an Effective Councillor training – training provide a real insight into the role of being a Councillor and highlighted that you needed a clear vision with long term goals.

16.2 Update from Clerk – clerk to commence CILCA on the 18th March.

17. PARISH MATTERS

17.1 Community Asset - The Crown – Cllr. B Boughton has nearly completed the application form, and this will be provided to NNDC along with the letters of support to apply for The Crown to be listed as a Asset of Community Value.

17.2 Village Hall – as per the playing field ongoing investigations into the conveyancing documents which will be looked into once Norfolk Records office is open again. .

17.3 Empty homes – The Hill has been raised with the combined enforcement team and if any other properties are known please provide information to the Clerk.

17.4 Village Social Event – Further information to be provide once known but to be aware that once we have come through the current lockdown – a village event to be held to bring the village together to celebrate.

18. CORRESPONDENCE

18.1 Norfolk ALC Bulletin – circulated and noted

18.2 NALC Wellbeing Initiative – various circulated and noted
18.3 Public Sector Executive information to be reviewed and any relevant information to be sent through to all Councillors.

19. DATE OF NEXT MEETING

Wednesday 7th April 2021 at 7.30pm by Zoom.

..... Chairman

.....Date

