



Trunch Parish Council

Clerk: Jane Wisson Chairman: Brian Boughton

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

Decisions will be ratified at a Meeting on TBA

Present: -

Chairman – Cllr. J Spencer, Cllr. B Boughton, Cllr. R. Nevill, Cllr. C. Owers, Cllr. P Taylor,
Cllr. N Hurst & Cllr. S Wild.
Jane Wisson – Clerk.

1. **APOLOGIES FOR ABSENCE** – Cllr. L Eldon & NCC - Cllr. E Maxfield.
2. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS** – Declaration of Interest from Cllr. J Spencer in respect of allotment matters.
3. **MINUTES OF THE MEETINGS HELD ON 10th September 2021 – All agreed**
4. **COUNTY AND DISTRICT COUNCILLORS REPORT**
 - 4.1 County Councillors report – report sent and noted.
 - 4.1.1 20mph limit through parts of the village to be revisited – Clerk to email NCC Councillor for advice, Cllr. B Boughton to raise at next SNAP meeting – Clerk to add to next agenda.
 - 4.2 District Councillors report – no report or apologies sent
5. **PUBLIC PARTICIPATION – a number of parishioners attended.**
 - 5.1.1 Tree planting – a concern has been raised about tree planting on the inside of bends which will cause a hazard with snow in the winter time – Clerk to raise concerns with NCC – Cllr. E Maxfield.
 - 5.1.2 There is a piece of ground which has some large trees on which causes issues for Double Decker buses when they go past and the resident is not sure who owns this piece of land. Clerk to email NCC – Cllr. E Maxfield.
6. **FINANCE MATTERS**
 - 6.1 To agree the following cheques for payment
 - 6.1.1 HMRC £71.20
Clerk Salary £310.80
Tim Jones £522.00

– All agreed with current list of cheques.

- 6.1.2 To note increase in Clerks wages once agreed nationally
- 6.1.3 To arrange appraisal for Clerk.
- 6.2 To agree and late Invoice payment requests – None to agree
- 6.3 Monthly figures for August 2021 – figures agreed
- 6.4 To consider the introduction of a finance system – Cllr P Taylor proposed Cllr B Boughton agreed to purchase Scribe – Key decision to be ratified at face to face meeting.
- 6.5 Timetable for Budget Setting – We are currently awaiting dates from NNDC – thank you to Cllr B Boughton for all work undertaken to the budget.
- 6.6 Hardship/Welfare funds – no update.
- 6.7 Grant Awards – Clerk to send a letter to the current editors of the Mardle to thank them for all the hard work and also offer any help and support in obtaining a successor.
- 6.8 To consider any other financial matters and agree action – no further matters.

7 POLICE

- 7.1 Newsletter – circulated and noted.
- 7.2 To consider any other police matters and agree actions Cllr. B Boughton has been attending the SNAP meetings.

8 KEY DECISIONS

- 8.1 To agree any key decisions
 - 8.1.1 Tree Planting – Community orchard idea has been placed on hold at the moment until a site has been located. Further investigation on the number of trees on the playing field and a more detailed plan to be looked at which would include a tree management, good stewardship and maintenance plan, who would be responsible for the works and for the planting. Other sites to be looked at. Also a notation in the Mardle to explain the delay. Cllr B Boughton mentioned the free tree day which was a success and Clerk to write a letter to the organiser to thank them for all the hard work.
 - 8.1.2 Old Minutes – see attached information on current list of minutes – Clerk to write to previous Clerk to see if they have any electronic versions on the PC that they can share with us.

9. HIGHWAYS

- 9.1 North Walsham Drainage – currently programmed in to start week commencing 3/1/2022.
- 9.2 Wrights Loke – to be reviewed.
- 9.3 SAM2 Speed Activated Monitor – All sites have had the sign and information details that in the main the speed is kept fairly low throughout the day and the offenders are mainly in the late evening or early morning. Thank you offered to Cllr. B. Boughton for all his hard work on this.
- 9.4 To receive any other Highways matters and agree action – Potholes Cllr. B. Boughton to provide information to Clerk on potholes.

10 PLAYING FIELD

10.1 Public Space Protection Order – Application made to NNDC for a PSPO on the playing field and that we are awaiting further information from them. Also that we have requested that they can enforce the dog fouling notice on the playing field as well.

10.2 Registering of Title – spoken to a person at Barclays and awaiting further updates..

10.3 Inspection of trees – only one quote received – Clerk to arrange a quote for the most urgent work and then program in other work for next financial year. Proposed by Cllr. P Taylor and seconded by Cllr. J Spencer – all agreed - £2995.00.

10.4 To receive other playing field matters and agree actions – the wood on the playing field is causing an issue – Cllr. B Boughton and Cllr. J Spencer to discuss the removal of the wood with and seek the support of the composting group, if able to store offsite and Cllr. B Boughton to talk to the TVS before they take the wood to the shed or the tip

11 PLANNING

11.1 To receive update on Planning Applications and agree actions:

11.1.1 : EF/21/1877 -3 Pyghtle Close Trunch Norfolk NR28 0QF – confirmed as decided – Permitted development (Lawful) NFA – noted no further action needed

11.2 Local Plan Phase 2 – awaiting further information from NNDC

11.3 Neighbourhood Plan – on hold NFA

11.4 To receive any other Planning matters and agree actions – nothing further to raise.

12 FOOTPATHS

12.1 Verge Cutting costs – Clerk to send out schedule and obtain quote for works.

12.2 To receive footpath matters and agree action – Clerk to contact NCC in requests to BW 10 requesting that they are attended to.

12.3 Clerk to contact Victory Housing Trust in regard to the hedges on North Walsham Road.

13 TASK AND FINISH GROUP

13.1 Allotments – Further to our recent advertising of Allotments we have had a number of local residents asking for sites. The group has met with prospective candidates and allocated current empty ones. Clerk to arrange another Zoom meeting to discuss further.

Clerk to email the Diocese to see if they would be interested in selling the sites. **All agreed** in asking if they would be interested in moving forward with this proposal.

13.2 Grants – nothing to report

14 PARISH MATTERS

- 14.1 No cold Calling Zone – a second round of forms have been sent to
- 14.2 CPR/defibrillator sessions – 4th November in the morning
- 14.3 Grass Cutting Contract – Clerk to send out schedule for quotes
- 14.4 Parish Council Website – Request from clerk for photographs for the website. Chairman to provide Clerk with details of a parishioner who may be able to help.
- 14.5 Village Pump – Plate with history on needs repainting – a resident has mentioned that the village pump is need of some restoration - Clerk to contact NNDC Conservation team for some advice. Chairman and Cllr N Hurst have identified some work and once we have the advice of the conservation team this specification will be passed to the interested party to see if they are still interested in doing the work.

A motion has been requested to suspend standing orders – proposed by Cllr. B Boughton and seconded by Cllr R Neville

- 14.6 Community Plaque – Norfolk Wellbeing has offered these plaques to all villages for supporting the community throughout the pandemic – we are just awaiting to hear the next steps. Potential sighting of the plaque could be the village hall.
- 14.7 Elections – 3 have 3 places available now – although we have had a definite enquiry from the member of the public to join – Chairman and Clerk to pursue – however please can we all talk to members of the community to see if anyone else is interested
- 14.8 Other Parish Matters:
 - 14.8.1 Parish Magazine the Mardle the current operators of it are looking to give up producing it – Clerk to write and thank them for all the hard work on this and offer any help in supporting them in finding any successors.
 - 14.8.2 Remembrance Sunday and the laying of the wreath – Chairman to arrange to purchase and either Chairman or Vice Chairman to lay as appropriate.
- 14.9 Fullers Lane Sign – Clerk to chase Broadland Housing on this one

15 NORFOLK ALC – WELLBEING INITIATIVE

- 15.1 Various papers - circulated for information and noted

16 CORRESPONDENCE

- 16.1 Norfolk ALC Bulletin – circulated for information and noted
- 16.2 Correspondence – circulated for information and noted

Meeting finished at 21.42pm

Next Meeting: 8th October for ratifying any decisions
3rd November Via Zoom

Chairman signature.....Dated:.....