

**MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL**  
**HELD ON WEDNESDAY 4<sup>TH</sup> SEPTEMBER, 2019 AT 7.30 PM**  
**IN THE METHODIST CHURCH ROOMS, NORTH WALSHAM ROAD**  
**TRUNCH**

**Present:-**

Chairman – Cllr. B. Boughton, Vice-Chairman – Cllr. G. Green,  
Cllr. R. Nevill, Cllr. C. Owers, Cllr. J. Spencer, Cllr. J. Sweeney,  
Cllr. P. Taylor, Cllr. M. Tyler and Cllr. S. Wild.

County Councillor E. Maxfield.

Julie Chance PSLCC – Clerk.

Two members of the public also attended the meeting.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. N. Hurst and District Councillor G. Hayman.

**1.1 Casual Vacancy:-** It was **AGREED** that the Clerk would advertise the casual vacancy.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Declarations of interest were received from Cllr. J. Spencer in respect of any allotment matters.

**3. MINUTES OF THE MEETING HELD ON WEDNESDAY 3<sup>RD</sup> JULY, 2019**

The Minutes of the meeting held on Wednesday 3<sup>rd</sup> July 2019, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

#### 4. COUNTY AND DISTRICT COUNCILLORS' REPORTS

4.1 **County Councillor's Report:-** Report attached.

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

#### 5. PUBLIC PARTICIPATION

The Chairman read a paper which sets out the proper procedure for public participation in a meeting. The Clerk will circulate this paper to all Members.

A member of the public gave the Members present an update on his correspondence with North Norfolk District Council on the Local Plan. It was **AGREED** that the Clerk would send the member of public a copy of the submission made by Trunch Parish Council to North Norfolk District Council.

A member of the public asked whether a resolution could be passed to ban dogs on the playing field. Some younger members of her family were covered in dog faeces recently when playing in the play area. The Clerk explained that a legal order needs to be in place in order to ban dogs in an area. It was **AGREED** that the Clerk would contact North Norfolk District Council and enquire whether banning dogs on the playing field would be possible.

A member of the public suggested a dog poo bag dispenser be installed at the playing field. It was **AGREED** that this matter would be put on hold until the Clerk has made her enquiries on the possible ban.

#### 6. POLICE

6.1 **Police Newsletters:-** Circulated. Noted.

**SNAP:-** The Chairman reported that he was unable to make the last meeting of SNAP but two speed checks have been carried out in Trunch.

- 6.2 Community Speedwatch:-** The Chairman reported that the team have carried out some checks and logged motorists exceeding the speed limit. The team are short of volunteers and the Chairman will place a request for volunteers in the Mardle.
- 6.3 Police and Crime Commissioners Meeting:-** Circulated. Noted.

## **7. HIGHWAYS**

- 7.1 Pothole – Blacksmiths Close:-** It was reported that the pothole at Blacksmiths Close has not been repaired. County Councillor Maxfield will chase the matter.
- 7.2 Parking Area – Crown Inn:-** It was reported that this area has not been repaired properly and County Councillor Maxfield will deal with the matter and report back to the next meeting.
- 7.3 Footway – Pyghtle Close:-**It was reported that the footway has been repaired. It was **AGREED** that no further action would be taken in this matter.
- 7.4 Temporary Traffic Order:-** Circulated. Noted.
- 7.5 Finger Posts:-** It was reported that this matter has now been resolved. It was **AGREED** that no further action would be taken in this matter.
- 7.6 SAM Sign:-** It was reported that Swafield and Bradfield Parish Council now have their new sign. County Councillor Maxfield will liaise with the Clerk on the matter of loaning it to Trunch Parish Council for a short period as a trial.
- 7.7 Speed Gates:-** It was reported that the speed gates are still not in place. County Councillor Maxfield reported that the gates are due to be installed week commencing 14<sup>th</sup> October.
- 7.8 Think and 30 mph Signs – Gimingham Road:-** It was reported that these signs have been repaired. It was **AGREED** that no further action would be taken in this matter.
- 7.9 Road Closure – Front Street:-** The Chairman reported that Norfolk County Council had indicated to the organisers of the event that they would supply and install the road closure signs. This did not happen and the organisers had to borrow signs from elsewhere. County Councillor Maxfield will look into why this happened and report back to the next meeting.

**7.10 Overgrown Hedge – Cornish Avenue:-** The Chairman reported that the hedge belongs to Broadland Housing and they will be cutting the hedge back shortly. This matter will be placed on the next agenda for an update.

## **8. PLAYING FIELD**

**8.1 Playing Field Project Group:-** No report given.

**8.2 Surfacing Under Swings:-** It was reported that the surfacing is still sitting proud and causing a trip hazard. It was **AGREED** that the Clerk would ask the contractor to action as a matter of urgency.

**8.3 5-a-side Goal Posts:-** It was reported that the 5-a-side goal posts are in place and being well used. The Members have received positive comments from members of the public.

**8.4 New Dog/Litter Bin – Playing Field:-** The Clerk circulated various designs of both dog and litter bins. It was **AGREED** that this matter would be placed on hold until the enquiries into whether dogs can be banned from the playing field have been made.

**8.5 See-Saw:-** The Clerk read an email from Cllr. Hurst stating that it will be expensive and complicated to repair the current see saw. It was **AGREED** that the Clerk would obtain the cost of a new see saw and this matter will be discussed again at the next meeting.

**8.6 Litter Bin – Play Area:-** The Chairman reported that the litter bin in the play area is not fit for purpose. It was **AGREED** that the Clerk would purchase a new litter bin at a cost of £279.26 plus VAT and arrange to have it installed. It was reported that the litter bins in Trunch have not been emptied for three weeks. It was **AGREED** that the Clerk would report this matter to North Norfolk District Council accordingly.

**8.7 Tyre:-** The Clerk reported that she has requested the contractor to remove the tyre.

**8.8 Fallen Tree Limb:-** It was reported that this has been removed by the contractor. It was **AGREED** that no further action would be taken in this matter.

**8.9 Strimming:-** The Clerk reported that she has requested the contractor to strim around the skate equipment and litter bin on the playing field.

**8.10 Weeds – Car Park:-** The Clerk reported that she has requested the contractor to spray the weeds as a matter of urgency.

**8.11 Walking Football:-** A request has been received for organised walking football on the playing field. It was **AGREED** that the Chairman will place an article in the Mardle stating that members of the public are welcome to organise a walking football team and games. The Parish Council do not have the resources to arrange such events.

## **9. FOOTPATHS**

**9.1 Coronation Wood – Bridge:-** The Clerk circulated the most recent temporary traffic order. Noted. It was **AGREED** that the Clerk will inform Norfolk County Council that the barriers are being removed and the public are still using the bridge.

**9.2 FP12 and FP6:-** The Clerk read an email from Norfolk County Council stating that this matter has been reported to the Trails Team for action. It was **AGREED** that the Clerk would inform Norfolk County Council that the hedges on all of the footpaths in Trunch are overgrown and ask that they contact the landowners accordingly.

## **10. PLANNING**

**10.1 Planning application P0/19/1057 Erection of dwelling (outline application with all matters reserved) Land opposite Cornish Avenue, North Walsham Road, Trunch.**

**PF/19/0962 – Retention of land for private recreational use, retention of summerhouse; retention of shed; retention of electricity meter cabinet and mains water stop-cock cabinet; retention of pedestrian access gate; retention of vehicular entrance and gate – Land opposite School Cottage, Back Street, Trunch.**

**HN/19/1187 – Notification of intention to erect a single storey rear extension projecting from the original rear wall by 5 metres with a maximum height of 4 metres and eaves height of 2.7 metres – 9 Pyghtle Close, Trunch.**

All of the above applications were circulated to Members. The Clerk stressed that all Members need to reply to the Clerk with their comments in order that she can submit them to North Norfolk District Council in time.

## 11. SOCIAL MEDIA

**11.1 Facebook and Social Media:-** Cllr. Boughton and Cllr. Nevill are working on putting together a Policy to protect the Members when a facebook page is introduced. This matter will be placed on the next agenda for an update.

## 12. FINANCE

<b>12.1</b> The following cheques were <b>AGREED</b> and signed:-	<b>£</b>
J I Chance – Salary, Office Allowance and Postage	438.23
HMRC Tax	95.60
Stuart Hutcheson – McAfee Security Renewal	32.50
ALS Lawns & Fencing – Allotments, Strimming Playing Field and Cemetery	225.00
NNDC – Litter and Dog Bins	1,011.24

**12.2 Monthly Figures – June and July:-** Circulated. Noted.

**12.3 Budget for the year ending 31<sup>st</sup> March 2021:-** **AGREED.** Attached.

## 13. ALLOTMENTS

**13.1** Cllr. Spencer circulated a report from the task and finish group. It was **AGREED** to accept all the matters for decision on page 5 attached. It was **AGREED** that the rent for the allotments will be doubled as from 1<sup>st</sup> October 2020. The Clerk will write to all allotment holders when the renewals are issued on 1<sup>st</sup> October 2019 informing them of this decision and explaining why the decision has been made.

## 14. VOLUNTARY DOG WARDEN SCHEME

**14.1** The Clerk read an email received from North Norfolk District Council stating that they are relaunching the scheme at Greenbuild at Felbrigg Hall as they identified a number of areas for improvement. They will launch the scheme once it has been completed. Noted.

**15. POLICIES TASK AND FINISH GROUP**

**15.1 Standing Orders:-** The task and finish group recommended that no amendments be made. It was **AGREED** that no amendments would be made to the Standing Orders.

**16. VICTORY HOUSING – BLACKSMITHS CLOSE**

**16.1** The Clerk read an email received from Victory Housing explaining why they are installing the bollards and stating that they will be going ahead as planned. Noted.

**17. CORRESPONDENCE**

**17.1 Bradfield Cricket Club:-** Circulated. Cllr. Tyler accepted the invitation to attend a game and reported that he had a very nice day.

**17.2 Norwich Western Link:-** Circulated. Noted.

**17.3 Norfolk Coast AONB Dark Skies Festival:-** Circulated. Noted.

**17.4 Vattenfall – Norfolk Boreas Project:-** Circulated. Noted.

**17.5 North Norfolk Environment Forum:-** Circulated. Noted.

**17.6 Norfolk ALC – Independent Living Skills:-** Circulated. Noted.

**17.7 House to House Collections – Clothes Aid:-** Circulated. It was **AGREED** that as the majority of residents in Trunch are elderly and do not like cold callers, permission would be refused for the house to house collections.

**17.8 Trees:-** The Clerk reported that the trees which were applied for are being delivered between 1<sup>st</sup> and 22<sup>nd</sup> November. This matter will be placed on the next agenda for discussion on arrangements for planting.

The Chairman reported that he is unable to make the CPRE Conference on Friday. Unfortunately others Members were not free to take his place.

**18. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 2<sup>nd</sup> October, 2019 at 7.30 pm in the Methodist Church Rooms.

19. **RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS**
20. **Maintenance of Rectory Meadow:-** It was **AGREED** to accept the quotation in the sum of £350.
21. **Tree Work – Pyghtle Close:-** It was **AGREED** to accept the quotation in the sum of £380.

**There being no other business the Chairman closed the meeting at 9.50 pm.**

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**Chairman**

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**Date**