

MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 2ND SEPTEMBER, 2020 AT 7.30 PM
VIA ZOOM

Present:-

Chairman – Cllr. B. Boughton, Cllr. N. Hurst, Cllr. R. Nevill,
Cllr. L. New, Cllr. C. Owers, Cllr. J. Spencer, Cllr. J. Sweeney,
Cllr. P. Taylor and Cllr. S. Wild

District Councillor G. Hayman.

Julie Chance FSLCC – Clerk.

Three members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. D. Burns and County Councillor E. Maxfield.

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 MEETINGS HELD ON 5TH AUGUST AND 12TH AUGUST, 2020

The Minutes of the meetings held on 5th August and 12th August 2020, having been circulated, were taken as read, **AGREED** and will be signed by the Chairman in due course.

4. CASUAL VACANCY

4.1 It was reported that one application had been received for the Casual Vacancy and an interview took place via Zoom at 7.00 pm this evening. The Clerk will send the applicant a Declaration of Acceptance of Office form and this matter will be placed on the next agenda for the co-option of Richard Miles.

5. COUNTY AND DISTRICT CONCILLORS' REPORTS

5.1 **County Councillor's Report:-** None given.

5.2 **District Councillor's Report:-** District Councillor Hayman reported that North Norfolk District Council have been busy distributing grant funding to support businesses through the Covid crisis. The majority of the staff are working from home very successfully. There is going to be a major re-organisation of local government with Unitary being considered. A White Paper will be available later in the month. Concern was raised about the lack of response from North Norfolk District Council's Planning Department. District Councillor Hayman said he would look into this if he is copied into correspondence.

6. PUBLIC PARTICIPATION

None received.

7. FINANCE

7.1	The following cheques were AGREED	£
	J I Chance – Salary and Office Allowance	408.23
	HM Revenue and Customs	95.60
	Norfolk County Council – Speed Gates	1,056.00
	JRB – Dog poo bags	63.06
	Mandy Fryett – Allotment Deposit Refund	30.00
7.2	Welfare Fund and Trunch Trades Plan:- This matter will be placed on the next agenda for an update from Cllr. Burns.	

8. POLICE

- 8.1 **Newsletters:-** Circulated. Noted.
- 8.2 **SNAP:-** No SNAP meetings have been taking place.
- 8.3 **Liaison with Police:-** The Chairman reported that he has been in close liaison with the Police who are monitoring several matters in Trunch. This matter will be placed on the next agenda for an update.

9. HIGHWAYS

- 9.1 **Crown Inn – Damaged Area:-** The Clerk read an email received from Norfolk County Council stating that the area will be re-programmed and they will give the Parish Council a weeks notice of when the work is due to commence in order to ensure that the area is clear of any parked cars.
- 9.2 **Speed Gates:-** The Clerk confirmed that the Parish Council's 50% of the cost of the installation will be submitted following the meeting. Once this is received from Norfolk County Council they will inform of a timeline for the installation of the gates.
- 9.3 **Road Name Sign – Fullers Lane:-** The Clerk reported that she has contacted Broadland Housing to request a road name sign but to date has not received a reply. The Clerk will chase accordingly.
- 9.4 **Potholes:-** The Clerk reported that she has emailed Norfolk County Council again but to date has not received a reply. The Clerk will chase accordingly and enquire when the potholes are likely to be repaired
- 9.5 **Bus Shelter – Gimingham Road:-** The Chairman will inspect the bus shelter and prepare a report. The Chairman will also make enquiries into the ownership of the bus shelter. This matter will be placed on the next agenda for an update.
- 9.6 **Bridge – Swafield:-** The Clerk reported that she has written to Swafield and Bradfield Parish Council, Norfolk County Council and North Walsham Town Council stating that Trunch Parish Council would support a permanent solution to the problem with the bridge. Permanent traffic lights and a give way system have been suggested. To date the Clerk has not received a formal reply. This matter will be placed on the next agenda for an update.

- 9.7 Trod – North Walsham Road:-** The Clerk circulated information received from Norfolk County Council. It was **AGREED** that no further action would be taken in this matter.
- 9.8 Village Sign:-** The Chairman will prepare a specification of the work required. Once this is received the Clerk will start the tender process.

10. PLAYING FIELD

- 10.1 Skateboard Park:-** Following lengthy discussion it was **AGREED** that the Clerk would tender for quotations to remove the skateboard park equipment from the playing field due to lack of use and deterioration. The Clerk will write to Chris Owen to inform him of the Members decision.
- 10.2 Registering of Title:-** The Clerk reported that the quotation she received was much higher than the two that Cllr. Spencer obtained for this work. It was **AGREED** that Cllr. Spencer would obtain the quotations in writing and this matter will be placed on the next agenda for an update.
- 10.3 New Litter Bin:-** The Clerk informed the Members of the cost of a new litter bin together with the cost of emptying per annum and installation. This amounted to £484. It was **AGREED** that the Clerk would obtain quotations for moving the existing bin into a more prominent position. Cllr. New kindly offered to cut back the foliage to make the signs more visible.
- 10.4 New Backboard and Hoop – Basket Ball Area:-** The Clerk circulated an email requesting that the basket ball area be upgraded. It was **AGREED** that the Clerk would obtain the cost of a new backboard and hoop and this matter will be placed on the next agenda for an update.

11. FOOTPATHS

- 11.1** The Clerk circulated the latest email received from Norfolk County Council concerning the cutting contract for the footpaths. Noted.

12. PLANNING

- 12.1 Deterioration of Properties and Empty Homes:-** The Clerk reported that she has reported these as requested to North Norfolk District Council. The Clerk circulated the email from North Norfolk District Council stating that the properties are second homes and not empty homes. Noted.
- 12.2 Meadow View Caravan Park and Crown Public House:-** It was **AGREED** that a letter would be written to North Norfolk District Council enquiring whether permission or a licence has been sought for the caravan park and an update on the Crown Public House. The Chairman reported that residents are concerned that there is no barrier for the caravan park to stop any unwanted visitors. The Chairman and Cllr. Burns will ask whether the owners of the land would consider placing a barrier at the entrance to the field.

13. NORFOLK ALC – WELLBEING INITIATIVE

- 13.1** Various updates circulated. Noted. The Chairman reported that he has emailed Cllr. John Pennell about the concerns expressed that the initiative was too political. This matter will be placed on the next agenda for an update. The Chairman reported that it is hoped that Trunch will be carbon neutral by 2030. This matter will be placed on the next agenda for further discussion.
- 13.2 Neighbourhood Plan:-** This matter will be placed on the next agenda for an update from Cllr. Burns and Cllr. Nevill.

14. ALLOTMENTS

- 14.1** The Clerk reported she has contacted the Diocese as instructed in the last meeting but to date has not received a reply. The Clerk will chase accordingly. It was **AGREED** that the working group would inspect the allotments and report to the next meeting. The Clerk confirmed that she has issued the renewal leases.

14.2 Buddleja:- The Clerk read an email received from a resident about the overgrown buddleja on the village hall allotment site. The working group will inspect the area and report to the next meeting.

15. POLICIES TASK AND FINISH GROUP

15.1 Cllr. Nevill reported that the task and finish group have reviewed the Social Media and Electronic Communication Policy and the Management of Transferable Data Policy. Cllr. Neville will forward the proposed amendments to the Clerk shortly.

16. MOBILE TELEPHONE MAST – TRUNCH CHURCH

16.1 The Chairman reported that he and Cllr. Spencer liaised with the Parochial Church Council concerning this matter. A member of the public gave a brief history of the discussions that took place many years ago about the same matter. It was **AGREED** that the matter should be dealt with by the Church. It was **AGREED** that the Clerk would write a letter of support for this scheme.

17. CORRESPONDENCE

17.1 The Clerk circulated several items of correspondence. Noted.

18. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 7th October, 2020 at 7.30 pm via Zoom.

19. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS

20. Tenders for Grass Maintenance:- The Clerk reported that the tender process has started and the tenders will be ready for discussion at the next meeting.

There being no other business the Chairman closed the meeting at 9.26 pm.

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Chairman

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Date