

**MINUTES OF THE MEETING OF THE TRUNCH PARISH COUNCIL**  
**HELD ON WEDNESDAY 6<sup>TH</sup> APRIL, 2016 AT 7.30 PM**  
**IN THE METHODIST CHURCH ROOMS, NORTH WALSHAM ROAD,**  
**TRUNCH.**

**Present:-**

Chairman - Cllr. A. Fordham, Vice-Chairman - Cllr. T. Leeder,  
Cllr. B. Boughton, Cllr. R. Drury, Cllr. G. Green, Cllr. D. Hazell,  
Cllr. J. Jones and Cllr. R. Walker.

Julie Chance MILCM - Clerk.

One member of the public also attended the meeting.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. A. Hale, Cllr. N. Hurst, Cllr. C. Owen, County Councillor W. Northam, District Councillor N. Coppack and PCSO R. King.

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

None received.

**3. MINUTES OF THE MEETING HELD ON WEDNESDAY 2<sup>ND</sup> MARCH 2016**

The Minutes of the meeting held on Wednesday 2<sup>nd</sup> March, 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:-** None received.

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

**5. PUBLIC PARTICIPATION**

None received.

## 6. POLICE

**6.1 Police Report:-** It was noted that one crime of ASB Nuisance had been reported between the period 2<sup>nd</sup> March 2016 and 6<sup>th</sup> April 2016. PC Gwynn and PCSO Spinks came to speak to the Chairman and the Clerk but did not stay for the meeting. They said that more comprehensive crime reports will be sent to the Parish Council in the future.

**6.2 Speed Checks:-** PC Gwynn reported that strips will be used on the North Walsham Road to support the speed checks in the near future.

**6.3 SNAP:-** No report.

**6.4 Damage to the Pavilion:-** It was reported that the Police had received a letter from Norman Lamb concerning complaints about the damage to the pavilion. The Clerk has not received any complaints concerning this matter. It was **AGREED** that no further action will be taken in this matter as the pavilion is due to be demolished in the near future.

## 7. HIGHWAYS

**7.1 Quiet Lane Sign - Brick Kiln Road:-** It was reported at the last meeting that this repair has been programmed but it not high priority. It was **AGREED** that no further action would be taken in this matter.

**7.2 Road Surface - Blooms Turn:-** It was reported at the last meeting that this has been programmed but is not high priority. This work has not yet been completed and will be monitored. It was **AGREED** that this matter will be removed from the agenda for the immediate future.

**7.3 Potholes and Flooding:-** It was reported that Norfolk County Council have marked the road ready for the repairs. It was reported that the road will be resurfaced once the repairs have taken place. This matter will be placed on the next agenda for an update.

**7.4 Cornish Avenue - Footway:-** The Clerk read an email from Norfolk County Council stating that although the footway is cracked they do not consider that any work needs to be carried out in the foreseeable future. Noted. It was **AGREED** that no further action would be taken in this matter.

**7.5 Overgrown Hedges - North Walsham Road:-** The Clerk reported that Victory Housing is not replying to her letters. It was **AGREED** that no further action will be taken in this matter. Cllr. Jones will inform the members of the public of the decision.

**7.6 Temporary Traffic Order:-** The Clerk reported that the road from Brick Kiln Road north-east of its junction with Gimingham Road will be closed from 11<sup>th</sup> April to 13<sup>th</sup> April for a new water connection. Noted.

## 8. PLAYING FIELD

**8.1 Playing Field Project:-** The Clerk read a letter received from the Trunch Village Society stating that they are holding a meeting on 18<sup>th</sup> May 2016. The Parish Council's letter requesting assistance with a playing field project will be discussed at that meeting but the Chairman felt that some of the members would be willing to work with the Parish Council to consult with the village and try to deliver any project. Cllr. Boughton reported that he has a core group of four people who wish to form another steering group to help with delivering the project. It was **AGREED** that this matter will be placed on the next agenda for an update.

**8.2 Electricity and Contents:-** Cllr. Leeder reported that the hand basins and the urinals have gone. All the other contents will need to be disposed of when the pavilion is demolished. The Clerk reported that UK Power Networks have confirmed receipt of the request to disconnect the electricity but no date has been fixed. The Clerk will ask for an update. The Clerk reported that a member of the public has offered to pay £200 to the Parish Council for the roofing sheets when the pavilion is demolished. It was **AGREED** that the Clerk would liaise with the contractor on this matter to ascertain whether he had quoted to recycle the roofing sheets. It was **AGREED** to accept the offer if the contractor is happy. The Clerk will liaise with the member of public accordingly.

**8.3 Football Club:-** The Clerk read an email received from Matthew Quinn stating that they would step aside for another club to use the playing field as they needed the use of a pavilion. The Clerk reported that she has not heard any further from Trunch Football Club and she will request an update. The Clerk read an email received from Cromer Youth Football Club requesting the use of the playing field for two youth teams. They are using Northrepps and Bodham but are expanding and need more room. The youth teams would not need changing facilities but would need a toilet and they are prepared to provide a porta loo for this purpose. They would also need storage facilities for some equipment. They wish to play on a Sunday. It was **AGREED** that the Clerk would invite Dan Bailey to a future Parish Council meeting to discuss their requirements. It was **AGREED** that if the Parish Council can meet their requirements a one year contract would be given with a renewal option. Dan Bailey would be asked how much they are prepared to pay for the use of the playing field when he attends a meeting.

**8.4 Bench - New Play Equipment:-** The Clerk reported that the bench is in place. It was **AGREED** that the Clerk would issue an invoice for the cost of the bench to the member of public who made the request. The invoice will cover the cost of the bench, the cost of installation and ten years maintenance at a cost of £20 per year.

- 8.5 Cllr. Leeder reported that there is a large dip in front of the concrete installed at Wades Way entrance to the playing field. This needs filling with hardcore. A working group will investigate the situation on Saturday and report back to the Parish Council on the materials and work required to rectify this issue.
- 8.6 Cllr. Leeder reported that the Compost Team very kindly removed the basket ball back board ready for repair. The back board is in the pavilion and our thanks go to the Compost Team for their help in this matter.

9. **FOOTPATHS**

- 9.1 Cllr. Boughton reported that the no dog fouling signs are working. There has been no dog fouling in the last month.

10. **PLANNING**

- 10.1 **Planning Applications:-** None received.
- 10.2 **Planning Permissions:-** Etnacott, Front Street, Trunch. Ivy Farmhouse, Mundesley Road, Trunch.
- 10.3 **Broadland Housing Development:-** No update.

11. **ALLOTMENTS**

- 11.1 Cllr. Fordham reported that the track is increasingly deteriorating and becoming a hazard. It was **AGREED** that the working group would investigate the matter and report back to the Parish Council on the materials and work needed to rectify the matter. It was **AGREED** that the Clerk would write to the owners of the land next to the track whose tenants use the track, informing them that the Parish Council intend to carry out work to repair the damage. The letter will say that if they are intending to continue to use the track, the Parish Council will be asking for a contribution towards the cost of the work. It was **AGREED** that the Clerk would write to the owner of the field at the bottom of the track to inform him that the work will be taking place. The owner of the field has access rights over the track. It was **AGREED** that the Clerk would ask Norfolk County Council whether they would have some hardcore left over when the resurface the roads.

12. **FINANCE**

- 12.1 The following cheques were **AGREED** and signed:-      **£**
- J I Chance - Salary, Office Allowance and Postage                      359.73
- HM Revenue and Customs - Tax    83.60
- Bumbles Pre-School S137 Grant    200.00

- 12.2 **Parish Council Award Scheme:-** The Chairman reported that he has

met with the IT professional who is setting up a stand alone Website for Trunch Parish Council. Once this Website has been set-up, the Clerk and the Chairman will meet to upload all the necessary information for the registration to the Award Scheme.

**12.3 Insurance Renewal:-** It was **AGREED** to renew the annual insurance with the new company called Came and Company as recommended by the Clerk. This means a saving of £1,225.67 per annum with improved cover.

**12.4 Norfolk ALC - Annual Subscription:-** It was **AGREED** to renew the annual subscription with Norfolk ALC at a cost of £185.55.

**12.5 Annual Asset Inspection:-** The Members returned the forms to the Clerk. It was **AGREED** that the Clerk would prepare a schedule of any maintenance work required and circulate to Members. This matter will be discussed at the next meeting.

### **13. ANNUAL REVIEW OF STANDING ORDERS/FINANCIAL STANDING ORDERS/ASSET REGISTER/RISK ASSESSMENT/TRAINING POLICY**

**13.1 Standing Orders:-** Circulated. It was **AGREED** that no amendments would be made.

**13.2 Financial Standing Orders:-** Circulated. It was **AGREED** that no amendments would be made.

**13.3 Asset Register:-** Circulated. It was **AGREED** that the new play equipment and bench would be added,

**13.4 Risk Assessment:-** Circulated. It was **AGREED** that the insurance company name would be amended.

**13.5 Training Policy:-** Circulated. It was **AGREED** that no amendments would be made.

### **14. CORRESPONDENCE**

**14.1 Letter - Methodist Church and Trunch Mardle:-** The Clerk read a thank you letter from the Methodist Church and Trunch Mardle for the grant funding received.

**14.2 NNDC - Deep History Coast:-** Circulated. Noted.

**14.3 North Norfolk Tourism Overview and Management Forum:-** Minutes circulated. Noted. It was **AGREED** that The Clerk would invite Shaun Vincent to a meeting to discuss the possibility of going forward with a neighbourhood plan.

**14.4 NNDC/NCC - Planning:-** Circulated. It was **AGREED** that the Clerk would circulate any planning applications received electronically and the Members will read them before they come to the meeting to make a decision.

**14.5 Norfolk ALC - Newsletter:-** Circulated. Noted.

It was **AGREED** that the Clerk would look into the possibility of Full Council Training.

**15. DATE OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 4<sup>th</sup> May 2016. Please note this is the Annual Parish Meeting and the Annual Meeting of the Parish Council.

**There being no other business the Chairman closed the meeting at 8.55 pm.**

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**Chairman**

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**Date**