

MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL
HELD ON WEDNESDAY 4TH MAY, 2016 AT 7.36 PM
IN THE METHODIST CHURCH ROOMS, NORTH WALSHAM ROAD
TRUNCH

Present:-

Present:-Chairman - Cllr. A. Fordham, Vice-Chairman - Cllr. T. Leeder,
Cllr. B. Boughton, Cllr. R. Drury, Cllr. A. Hale, Cllr. D. Hazell, Cllr. N. Hurst,
Cllr. J. Jones, Cllr. C. Owen and Cllr. R. Walker.

Julie Chance MILCM - Clerk.

Two members of the public also attended the meeting.

1. ELECTION OF CHAIRMAN

1.1 It was **AGREED** that Cllr. A. Fordham be elected Chairman of Trunch Parish Council. The Declaration of Acceptance of Office Form was completed and signed by Cllr. Fordham and the Clerk.

2. ELECTION OF VICE-CHAIRMAN

2.1 It was **AGREED** that Cllr. T. Leeder be elected Vice-Chairman of Trunch Parish Council. The Declaration of Acceptance of Office Form was completed and signed by Cllr. Leeder and the Clerk.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. G. Green and District Councillor N. Coppack.

4. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

5. MINUTES OF THE MEETING HELD ON WEDNESDAY 6TH APRIL, 2016

The Minutes of the meeting held on Wednesday 6th April 2016, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

6. **COUNTY AND DISTRICT COUNCILLORS' REPORTS**

6.1 **County Councillor's Report:-** None received.

6.2 **District Councillor's Report:-** The Clerk read an email from District Councillor Coppack stating that North Norfolk District Council passed a resolution at Full Council not to have a Mayor for East Anglia until the situation is reviewed in the coming year.

7. **PUBLIC PARTICIPATION**

None received.

8. **POLICE**

8.1 **Police Report:-** Attached.

8.2 **Speed Check Requests:-** No update received.

8.3 **SNAP:-** No report given.

9. **HIGHWAYS**

9.1 **Potholes and Flooding - North Walsham Road:-** It was reported that all the potholes on the North Walsham Road have been repaired. It was **AGREED** that no further action would be taken in this matter.

9.2 **Pothole Wrights Loke:-** It was **AGREED** that the Clerk would report the pothole in Wrights Loke outside the Garage which is becoming dangerous.

10. **PLAYING FIELD**

10.1 **Playing Field Project:-** Cllr. Boughton reported that the Trunch Village Society is having a special meeting on Monday 9th May to discuss the request from the Parish Council to work together on this project. The AGM of the Trunch Village Society will be held on 18th May and all are welcome. Cllr. Boughton reported that there are some volunteers in the village who are willing to help with the playing field project.

10.2 **Pavilion Electricity and Contents:-** The Clerk reported that she is waiting to hear from UK Network with a date for disconnection of the electricity. The contents that remain in the pavilion can be skipped when the pavilion is demolished. The Clerk reported that the contractor who is demolishing the pavilion has factored in the roofing sheets and other materials to recycle within the price. The Clerk has informed the member of the public who wanted to purchase the roofing sheets accordingly.

10.3 **Football Club:-** The Clerk reported that Cromer Youth Football Club

have not yet agreed a date to attend a Parish Council meeting to discuss their requirements with the Members. The Clerk will chase accordingly.

- 10.4 New Bench:-** It was reported that the new bench is in place and a thank you letter has been received from the resident who donated the bench.
- 10.5 Wades Way Entrance:-** The Clerk read an email received from Cllr. Green expressing concern that this repair should be carried out by a contractor rather than the Members. The Clerk advised that if the repair is not carried out by a contractor with insurance in place, there may be a problem if anyone were to have an accident. It was **AGREED** that the Clerk would obtain some quotations for the work and Cllr. Hurst will kindly prepare a specification of works required.
- 10.6 Basket Ball Back Board:-** Cllr. Hurst reported that a new plywood backing board is needed and the materials will cost £30. Cllr. Hurst will send the Clerk the receipt in order that he can be reimbursed.

11. FOOTPATHS

- 11.1** Nothing to report.

12. PLANNING

- 12.1 Planning Application No. PF/16/035 - Conversion of farm building to residential dwelling - Howards Close, Brewery Road, Trunch, NR28 OPU:-** No objections.
- 12.2 Permissions Given:-** The Cottage, Brewery Road, Trunch - Erection of single storey extension to rear of dwelling.
- 12.3 Neighbourhood Plan:-** The Clerk reported that Shaun Vincent from ABZAG will be attending a meeting shortly. He may be free for the July meeting but he will confirm in due course.

13. ALLOTMENTS

- 13.1 Track:-** The Clerk circulated a letter from the owner of the land adjacent to the allotments. It was **AGREED** that the Clerk would obtain a quotation for the work needed from Daniel Gotts and this matter will be discussed again at the next meeting.
- 13.2** The Clerk read a letter received from a resident complaining about the condition of the allotments behind her property. It was **AGREED** that the Clerk would write to the resident stating that her complaint has been noted.

14. FINANCE

- 14.1 The following cheques were **AGREED** and signed:- £
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|---|--------|
| J I Chance - Salary, Office Allowance and Postage | 359.73 |
| HM Revenue and Customs - Tax | 83.60 |
| T T Jones Electrical Limited - Street Lighting | 43.91 |
| Norfolk ALC - Annual Subscription Renewal | 185.55 |
| ALS Lawns and Fencing - Concrete for new bench | 275.00 |
| ALS Lawns and Fencing - Footpaths | 240.00 |
| Anglian Water - Pavilion | 16.63 |
- 14.2 **Foundation Award Scheme:-** It was reported that the new Website has not been set-up to date. The Clerk will chase the IT support accordingly.
- 14.3 **Annual Governance Statement for the year ended 31st March, 2016:- AGREED.**
- 14.4 **Annual Accounts for the year ended 31st March, 2016:- AGREED** and signed by the Chairman.
- 14.5 **Annual Return for the year ended 31st March, 2016:- AGREED** and signed by the Chairman and the Clerk.
- 14.6 **Annual Inspection of Assets:-** The Clerk circulated a schedule of work needed. It was **AGREED** that the Clerk would obtain a quotation for the work.
- 14.7 **Full Council Training:-** The Clerk reported that Full Council training will cost £250. It was **AGREED** that the Clerk would book the Full Council training.

15. CORRESPONDENCE

- 15.1 **North Norfolk Town and Parish Forum:-** Circulated. It was **AGREED** that the Clerk would write to the North Norfolk Town and Parish Forum and support their actions.
- 15.2 **Trunch Village Hall:-** The Clerk read a thank you letter for the S137 Grant.
- 15.3 **Letter From Resident:-** The Clerk read a letter received from a member of the public informing the Members of a crime which has taken place at her property. The resident requested financial assistance for a fence at her property. It was **AGREED** that the Clerk would write to the resident and acknowledge the letter and state that the contents have been noted.

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16. DATE OF NEXT MEETING

The date of the next meeting was noted as Wednesday 1st June, 2016.

There being no further business the Chairman closed the meeting at 8.50 pm.

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Chairman

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Date