



# Trunch Parish Council

*Clerk: Jane Wisson Chairman: Paul Taylor*

## **MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD ON WEDNESDAY 2<sup>nd</sup> FEBRUARY 2022 VIA ZOOM AT 7.30 PM AND RATIFICATION MEETING HELD ON THE 4<sup>TH</sup> of FEBRUARY 2022 AT THE VILLAGE HALL.**

Present: -

Cllr. B Boughton, Cllr. R. Nevill, Cllr. C. Owers, Cllr. P Taylor (Chairman), Cllr. A. Bowker & Cllr. S Wild & County Councillor E Maxfield .  
Jane Wisson – Clerk.

1. **APOLOGIES FOR ABSENCE** – Cllr L Eldon & Cllr. N Hurst.
2. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION** – Cllr R Nevill – item in regards to Village Hall, Cllr. B Boughton regarding the request for funding from TVS.
3. **MINUTES OF THE MEETINGS HELD ON 1<sup>st</sup> December 2021 and MATTERS ARISING**  
– minutes agreed, and actions agreed or will be discussed.
4. **COUNTY AND DISTRICT COUNCILLORS REPORT**
  - 4.1 County Councillors report – report sent and noted
  - 4.2 District Councillors report - nothing provided.
5. **PUBLIC PARTICIPATION**
  - 5.1 A question has been raised by a resident in regard to the potholes and raised manhole covers outside of Trunch Garage – Clerk has raised with Highways department, and they will be out to visit in the meantime it would be helpful when reporting issues that you send photos.
6. **FINANCE MATTERS**
  - 6.1 To agree the cheques for payment – identified and to be agreed at the ratification meeting
  - 6.2 To agree and late Invoice payment requests – none received
  - 6.3 Monthly figures for December 2021 identified and to be agreed at the ratification meeting
  - 6.4 To consider any other financial matters and agree action.

## **7 VILLAGE HALL**

7.1 Village Hall – request for contribution to the potholes in the car park – a request for the annual accounts – also did they get any grants last year from the Covid fund this will also be helpful to ascertain. Village Hall hasn't asked for a Grant from this financial year. Re-instate the grants committee – Clerk and Cllr. A Bowker to arrange a zoom meeting to discuss this request and the one from the TVS for the Village Questionnaire – recommendations to be brought back to the March meeting. Template will be sent to Clerk and Cllr A Bowker by Cllr. B Boughton.

## **8 KEY DECISIONS**

8.1 To agree policies for review

Model Code of Conduct – agreed to adopt the new Local Government Code of Conduct – proposed by Cllr. A Bowker and Seconded by Cllr. B Boughton – **ALL AGREED**

8.2 Timetable for review of all policies – Clerk has requested that we reimplement the task and finish group to review all policies – Clerk/Cllr. R Neville & Cllr. C. Owers to set up a Task and finish group.

8.3 To agree any key decisions – none received

## **9. HIGHWAYS**

9.1 North Walsham Drainage – an issue has been raised with highways about the soakaway and the need to amend the works undertaken.

9.2 Flooding – North Walsham Road – Junction with Brewery Road – Knapton Road

9.3 To receive any other Highways matters and agree action

9.3.1 Tree Pyghtle Close – Tree was cut due to the internal condition and has been left – this tree is the responsibility of the Parish Council. Clerk to obtain a price for the removal of the base and a new tree to replace the tree. At the same time Parish Clerk to obtain a price for additional tree works for branches overhanging the road.

## **10 PLAYING FIELD**

10.1 Public Space Protection Order – This is currently going through the public consultation phase of the process which completes on the 18<sup>th</sup> February. Clerk to monitor progress.

10.2 Registering of Title – Cllr. P Taylor to obtain information from HM Land Registry to see what information is held at a cost of £75. Same exercise to be carried out for the village hall.

10.3 Tree Surgery – clerk to chase contractor up for information on work already carried out as well as the dates for the next element of work

10.4 To receive other playing field matters - Cllr N Hurst has ordered sign and will erect once received. Cllr B Boughton and Cllr N Hurst to have a look at the slope and tubes for the posts.

## **11 PLANNING**

11.1 To receive update on Planning Applications and agree actions:

11.1.1 Itarsi – concerns were raised about the wording and precedence made in this application being passed.

11.2 Local Plan Phase 2 – Meeting to be arrange with Steering Group of the local plan to have a look at the new Consultative document – hard copy with Cllr. P Taylor.

- Clerk to send around a synopsis of some of the information contained. Response needs to be in by the 28<sup>th</sup> of February on a specific form – form is not easily found.
- Clerk to arrange for a copy to be emailed to her for access.
- Clerk to arrange a meeting with Mark Ashwell from NNDC
  - Cllr R Nevill to arrange a meeting of the steering group to have an opportunity to review plan and comment.

11.2 Neighbourhood Plan – To be revisited after conversations with the steering group and Mark Ashwell. It is suggested that a Neighbourhood plan is an advisable tool.

11.3 To receive any other Planning matters and agree actions – nothing further to add.

## **12 FOOTPATHS**

12.1 Verge Cutting costs – to be brought to and agreed in the March meeting – this needs to be added to the Agenda under Key Decisions.

12.2 To receive footpath matters and agree action – Cllr S Wild reported that the RB10 had had some maintenance started on it and had been left. Clerk to chase NCC to see if this was their contractor.

Southrepps – pathway between the two villages – Clerk to chase Southrepps up after their recent meeting.

## **13 TASK AND FINISH GROUP**

13.1 Allotments – We have a number of vacancies, and we still have a deposit of items on one site.

- Clerk to arrange to send a letter to leaseholder
- Clerk to arrange an Allotment Task and Finish Group meeting.

## **14 PARISH MATTERS**

14.1 Trunch Parish Plan – Questionnaire – 474 questionnaires were delivered, and they had already started to be returned to the TVS – this will be used to produce a Parish plan for the next few years. A request for a grant and this will be added to the Grants task and finish group to review and to provide a recommendation to full council in March.

14.2 Inspection of Assets – these have all been completed and some work needs to be carried out

- Post need replacing in Wrights Loke
- Grit Bin needs replacing in Cornish Avenue – photos will be taken and sent to Clerk to obtain one similar
- Grit bin outside The Crown needs holes drill in it to allow for the water to escape.

Cllr B Boughton to discuss with Cllr. N Hurst to ascertain the work required.

14.3 Parish Council Website – Clerk to update – will be ready in the next few weeks.

14.4 Installation of Fullers Lane Sign – Cllr P Taylor and Clerk have chased this work and will both chase them again.

14.5 Tree Planting on Playing Field and Green – Information received from Cllr. P Taylor has shown that the Green has been designated as a Village Green and is in the ownership of the Parish Council. A suggestion to have a flower bed and bench at the wall end of the Green has been rejected by the councillors. Trees could be planted around the car park to offer protection. Cllr B Boughton to discuss the amount and size of tree to purchase and obtain quotes.

### **Standing orders are suspended at 21.31pm**

14.6 Village Pump – Plate with history on needs repainting – volunteer has offered to repaint the sign and provide a new back board and is working with Cllr. N Hurst to obtain a more robust metal cap. An idea about utilising the sign to add another on for the platinum jubilee.

14.7 Community Plaque – Cllr P Taylor and Cllr. R Nevill to meet and discuss the site and arrange the sign to go up.

14.8 Queens Jubilee – a meeting will be arranged between the TVS/Parish Council and other interested parties to discuss and coordinate. Steering group to be set up of Cllr P Taylor, Cllr B Boughton and TVS Chairman.

14.9 Broadband - Trunch Fibre to The Premises (FTTP) Initiative – ongoing discussion in regard to the infrastructure for the County's broadband – Clerk to raise with NALC to get advice. Clerk will email all councillors with the response

14.10 Anti-Social Behaviour – Clerk to send letter to Social Services and Victory Housing Association.

14.11 The Crown – temporary landlord has left, and the new tenants will be moving in shortly. Will be reopening approximately 14<sup>th</sup> February 2022.

14.12 Other Parish Matters –

14.12.1 Cover on the Barn – a decision was needed as to whether this was a tile or thatch roof that is needed – Clerk to chase the outcome.

14.12.2 Sadly it was announced that a previous Parish Chairman had passed away. A donation will be made to the relevant charity in his name by the Parish Council – amount proposed by Cllr R Nevill and seconded by Cllr S Wild – **ALL AGREED**

## **15 NORFOLK ALC – WELLBEING INITIATIVE**

15.1 Various papers - circulated for information- all noted

## **16 CORRESPONDENCE**

16.1 Norfolk ALC Bulletin – circulated for information - all noted

16.2 Correspondence – Clerk reminded all Councillors that all correspondence should come through the Parish Clerk, this includes emails etc.

**Next Meeting: March 2nd, 2022 – 4<sup>th</sup> March 2022 Village Hall Ratification on decision meeting**

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

**Ratification Meeting held at the Village Hall at 7pm.**

Present: Cllr. P. Taylor, Cllr. A. Bowker, Cllr. S. Wild, Cllr. R. Nevill & Cllr. C. Owers.  
Clerk – Jane Wisson

**To reaffirm and ratify the decisions made at the Zoom meeting held 2<sup>nd</sup> February Wednesday 2022 – All decisions made at the Parish Council Meeting affirmation proposed Cllr. A. Bowker Seconded Cllr. C Owers ALL AGREED.**