

MINUTES OF THE ANNUAL MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 20TH MAY, 2019 AT 7.10 PM
IN TRIMINGHAM HALL, TRIMINGHAM

Present:-

Chairman – Cllr. T. Brown, Cllr. E. Boatman, Cllr. P. Carpmael,
Cllr. C. Harrison, Cllr. E. King, Cllr. S. Kirk and Cllr. T. Lyons.

District Councillor A. Fitch-Tillett.

Julie Chance PSLCC – Clerk.

Thirteen members of the public also attended the meeting.

All Members signed the Declaration of Office Forms which were witnessed by the Clerk.

All Members completed and signed the Consent Forms for the Clerk to hold personal information.

All Members were given Register of Interest Forms for completion and return.

1. ELECTION OF CHAIRMAN

It was **AGREED** to elect Cllr. Terry Brown as Chairman to Trimingham Parish Council.

1.1 The Chairman signed the Declaration of Office Form which was witnessed by the Clerk.

2. ELECTION OF VICE-CHAIRMAN

It was **AGREED** to elect Cllr. E. Boatman as Vice-Chairman of Trimmingham Parish Council.

2.1 The Vice-Chairman signed the Declaration of Acceptance Form which was witnessed by the Clerk.

3. POWER OF COMPETENCE

It was **AGREED** to adopt the Power of Competence for the four year term.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor E. Maxfield.

5. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Declarations of interest were received from Cllr. C. Harrison in connection with any matters concerning E.G. Harrison & Sons and The Woodland Holiday Park.

6. MINUTES OF THE MEETING HELD ON MONDAY 11TH MARCH, 2019

The Minutes of the meeting held on Monday 11th March 2019, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

7. PUBLIC PARTICIPATION

None.

8. COMMUNITY HOUSING FUND

8.1 Report attached.

9. COASTAL

- 9.1 Deep History Coast:-** The Clerk circulated the licence documents and plans to Members. It was **AGREED** to sign the licence documents. The Clerk reported that North Norfolk District Council are asking permission to erect some sign boards at the Pilgrim Shelter giving information of the project. It was **AGREED** that permission would be given. The Chairman gave an update on the project. It was **AGREED** that the Chairman, Cllr. Carpmael and Cllr. Lyons will meet with the adjacent land owner to the pilgrim shelter to discuss the fence he has erected. It was **AGREED** that the Clerk would enquire with North Norfolk District Council whether the trees on the site of the Pilgrim Shelter will be cut back as part of the Deep History Coast Project. District Councillor Fitch-Tillett reported that an Ambassadors event for the Deep History Coast will be held in the Seamarge at Overstrand on Thursday 22nd May, between 9.00 am and 11.00 am. This matter will be placed on the next agenda for an update.
- 9.2 Palm Oil:-** Cllr. King reported that there is a lot of palm oil on the beach and she is arranging a litter pick to try and remove as much as possible. District Councillor Fitch-Tillett reported that North Norfolk District Council's contractors are clearing the palm oil from the beach.

10. COUNTY AND DISTRICT COUNCILLORS' REPORTS

- 10.1 County Councillor's Report:-** Attached.
10.2 District Councillor's Report:- Attached.

11. POLICE

- 11.1 Police Newsletters:-** Circulated. Noted.
11.2 SNAP:- No report given.
11.3 Community Speed Watch Scheme:- Cllr. King reported that they have enough volunteers but are waiting for the forms to be returned. This matter will be placed on the next agenda for an update.

12. PLAYING FIELD

12.1 Land Swap:- The Chairman reported that he and the Clerk have met with James Harrison to discuss the concerns over the land swap and the new piece of land being 50% smaller than the playing field. Cllr. C. Harrison reported that the matter is in the hands of their solicitors but he will discuss this matter with the family to see if the piece of land near Trimmingham Hall can be increased and will report to the next meeting.

13. HIGHWAYS AND OTHER MATTERS

13.1 WWI Bench:- The Chairman reported that the bench will be in place very shortly.

13.2 Removal of White Lines:- This matter will be placed on the next agenda for an update from County Councillor Maxfield.

13.3 Speed Limit Change – Staden Park to Coastguard Cottages:- The Clerk reported that Norfolk County Council are not willing to come and meet with the Parish Council on this matter. It was **AGREED** that no further action would be taken in this matter.

13.4 Potholes:- The Clerk confirmed that she has reported all the potholes. The Chairman encouraged the Members and public to also report them.

13.5 Temporary Traffic Order:- Circulated. Noted. The Clerk reported that Norfolk County Council could not install traffic lights during this road closure as the connection the services needed to reach was too deep and it would have been a health and safety risk.

13.6 Parish Partnership Scheme:- It was **AGREED** that this matter would be placed on the next agenda for discussion about possible projects.

14. FOOTPATHS

14.1 Broadwood Close Footpath:- It was **AGREED** that the footpath is accessible and no further action would be taken in this matter.

14.2 Coastal Path:- Cllr. King reported that another footpath sign is needed on the area which has been cleared for an entrance close to the Gimingham Road junction. It was **AGREED** that the Clerk will request another sign.

15. PLANNING

15.1 **Planning Applications:-** None received.

15.2 **Local Plan:-** Circulated. It was **AGREED** that the Clerk would invite Mark Ashwell to the next meeting to inform the Members of the new Local Plan.

16. PILGRIM SHELTER/TRIMINGHAM HALL

16.1 **Trustees Report:-** The Chairman reported that the new hall is being well used and is a great asset to the village of Trimingham. The hall is becoming very busy and the Management Committee are in discussion about employing a caretaker.

16.2 **Management Committee Report:-** Attached.

16.3 **Pilgrim Shelter - Bunk House:-** No update received. The Chairman reported that he has met with Watsons Estate Agents and they have given a report on their findings. They believe the Pilgrim Shelter can be used as a commercial venture. The Clerk reported that the Head of Norfolk Museums Service is willing to meet with the Members to discuss ideas for the future use of the Pilgrim Shelter and they may be able to obtain some funding. It was **AGREED** that the Clerk would invite the Norfolk Museums Service to a meeting to discuss all possibilities.

17. FINANCE

17.1	The following cheques were AGREED and signed:-	£
	Clerk's Salary two months plus Office Allowance and	
	Inks for photocopier and printer	805.59
	HM Revenue and Customs – tax two months	128.60
	URM – Bottle Bank	25.20
	ALS Lawns and Fencing – Verges x 2 cheques	170.00
	Norfolk ALC – Annual Subscription	118.64
	Insurance – Annual	475.30

17.2 **Monthly Figures:-** This matter will be dealt with under the end of financial year accounts.

17.3 **New Litter Bin:-** It was **AGREED** that the Clerk would obtain three quotations for the installation of the new litter bin.

17.4 **Full Council Training:-** It was **AGREED** that the Clerk would arrange Full Council Training in the near future.

17.5 Annual Accounts – Year Ended 31st March, 2019:- The Clerk reported that the Annual Accounts have been completed and are awaiting the internal auditor to carry out his inspection. The Annual Accounts will need to be signed off before the end of June, 2019. It was **AGREED** to hold an Special Meeting to sign off the annual accounts on Tuesday 11th June, 2019 at 4.00 pm in Trimmingham Hall.

18. POOR LANDS

18.1 The Clerk reported that the solicitor has quoted £450 to provide an advice letter setting out the cost of registering the land and dealing with the Charity Commission. It was **AGREED** that the Clerk would contact the solicitor and instruct her to go ahead with this work.

19. DEFIBRILLATOR

19.1 Training:- The Clerk reported that the 1st Responders are willing to carry out training for up to 12 people free of charge. It was **AGREED** that the Clerk would book the training for 26th June in the Pilgrim Shelter. The Clerk will ask the most convenient time for the 1st Responders. To date six volunteers have come forward. This matter will be placed in the next village newsletter to ask for volunteers.

20. CORRESPONDENCE

20.1 Norfolk ALC Newsletters:- Circulated. Noted.

20.2 Norfolk ALC Executive Committee:- Circulated. Noted.

20.3 CPRE Norfolk – Local Plan:- Circulated. Noted.

21. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 8th July, 2019 in Trimingham Hall at 7.00 pm.

22. PUBLIC PARTICIPATION

A member of the public asked for clarification over the new tea rooms at Cart Gap. He believes they are a long standing established business.
Noted.

There being no other business the Chairman closed the meeting at 8.35 pm.

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Chairman

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Date