

MINUTES OF THE MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 1ST JULY, 2013 AT 7.00 PM
IN THE PILGRIM SHELTER, TRIMINGHAM

Present:-

Chairman - Cllr. C. Wilkins, Cllr. P. Benford, Cllr. E. Boatman,
Cllr. T. Brown, Cllr. J. Harrison and Cllr. S. Kirk.

District Councillor A. Fitch-Tillett.

Sally Burden - Norfolk Rural Community Council.
Catherine Plewman - Norfolk Rural Community Council.

PCSO E. Roberts.

Julie Chance - Clerk.

Five members of the public also attended the meeting.

The Chairman welcomed all present to the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor W. Northam.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

No declarations of interest were received.

3. MINUTES OF THE MEETING HELD ON MONDAY 20TH MAY 2013

The Minutes of the meeting held on Monday 20th May 2013, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

It was **AGREED** to suspend the meeting for public participation.

4. PUBLIC PARTICIPATION

None received.

The meeting was reconvened.

5. CASUAL VACANCY

5.1 It was **AGREED** to co-opt Daniel Gotts to Trimingham Parish Council with immediate effect.

5.2 The Declaration of Acceptance of Office Form was completed and signed by Cllr. Gotts and the Clerk.

6. PATHFINDER - FUNDING FOR SIGNAGE

6.1 Cllr. Brown reported that a further meeting had been held with Overstrand Parish Council to discuss the way forward with this project. It was agreed at that meeting that Overstrand Parish Council will take the lead and apply for the funding through the Pathfinder. It was agreed that Overstrand Parish Council would produce the proposals for the project and these will be circulated to Members once they have been received.

7. COUNTY AND DISTRICT COUNCILLORS' REPORTS

7.1 County Councillor's Report:- None received.

7.2 District Councillor's Report:- Attached.

8. PLAYING FIELD

8.1 Cllr. Brown said that he felt the playing field was a hidden asset with no access and therefore unused. It was felt that a better use could be found for the playing field and this matter will be placed on the next agenda for further discussion. The Village Games are being held on the playing field at the weekend and it is hoped that this will encourage more people to use it in the future.

9. POLICE

9.1 Police Report:- Attached.

9.2 Vehicle Activated Signs - Funding - Norfolk County Council:- The Clerk reported that the bid had been partly successful. Norfolk County Council have agreed to fund 75% of one VAS sign. The Clerk will meet with Norfolk County Council to ascertain the best site for the sign. It is hoped that funding can be applied for in the next financial year for a second VAS sign.

- 9.3 Cllr. Harrison expressed concern that the Police over-reacted on a recent call-out. PCSO Roberts said that it had been reported as someone crying for help and as a result they needed to respond as they did.

10. **HIGHWAYS**

- 10.1 **Subsidence - Mundesley Road:-** It was reported that this has been repaired.
- 10.2 It was **AGREED** that the Clerk would report the broken sign and fire hydrant at the end of Middle Street.

11. **FOOTPATHS**

- 11.1 The Clerk read an email from County Councillor Wyndham Northam stating that Norfolk County Council are only responsible for the Public Rights of Way footpaths. The hedges and borders are the responsibility of the land owners.

12. **NORFOLK RURAL COMMUNITY COUNCIL - VILLAGE AGENTS**

- 12.1 The Chairman welcomed Sally Burden and Catherine Plewman to the meeting. Report attached.

13. **PLANNING**

- 13.1 **Planning Application PF/13/0737 - Erection of single-storey and rear extensions with rear balcony - Flint Cottages, 4 Church Street, Trimingham, Norwich, Norfolk, NR11 8AL:-** No objections.
- 13.2 **Planning Decisions:-** None received.

14. **PILGRIM SHELTER/NEW VILLAGE HALL**

- 14.1 **Cleaning:-** This matter will be passed to the new Management Committee once it has been established.,
- 14.2 **Freedom of Information Request:-** The Clerk reported that further advice has been sought from the Information Commissioners Office. It was **AGREED** that the Clerk would write to the parishioners from whom the request was received and inform them that the Parish Council will not be complying to the request under Sections 12, 14 and 20 of the Freedom of Information Act 2000.
- 14.3 **Management Committee:-** It was **AGREED** that this matter would be placed on the next agenda for further discussion. In the meantime the Clerk will make enquiries into the paperwork required and arrange some meetings with the appropriate people. Cllr. Brown reported that a Management Committee will be formed shortly.
- 14.4 **Fundraising Committee:-** Report attached.

- 14.5 Jubilee Mugs:-** It was **AGREED** that the remainder of the Jubilee mugs would be sold by the Fundraising Committee at a cost of £3.50 each. The Parish Council will be reimbursed the cost at £2.25 each with the remainder going to the Fundraising Committee.
- 14.6 Shed Request:-** It was **AGREED** that permission would be given for the Fundraising Committee to erect a shed on the gravel area of the Pilgrim Shelter as storage.
- 14.7 P.A.T. Testing:-** It was **AGREED** that the Clerk would arrange for a P.A.T. test to be carried out on all electrical equipment in the Pilgrim Shelter as a matter of urgency.

15. FINANCE

- 15.1** The following cheques were **AGREED** and signed:-
- | | |
|--|----------|
| Clerk's salary, office allowance, postage and ink - two months | £ 522.35 |
| HM Revenue and Customs - Tax | 111.20 |
| Norse - Grass Maintenance - Six months | 300.59 |
- 15.2 Dog Bins/Signs:-** The Clerk reported that a request has been received for a dog bin or signs on the green area at the entrance of Broadwood Close. The Clerk reported that a dog bin costs between £150 and £235 with the emptying costing £3.00 per empty. It was **AGREED** that the Clerk would obtain some "No Dog Fouling" signs which will be erected throughout the village.

16. BT BOX

- 16.1** It was reported that the BT box has been painted. The Clerk is in the process of having an electricity supply connected to the defibrillator box. Once the box is in place an opening ceremony will be held together with training.

17. NORTH NORFOLK DISTRICT COUNCIL - COMMUNITY EMERGENCY PLAN

- 17.1** The Clerk reported that Richard Cook from North Norfolk District Council will be attending the meeting on 2nd September to discuss this project.

18. NORTH NORFOLK DISTRICT COUNCIL ATTENDING A PARISH COUNCIL MEETING

- 18.1** The Clerk reported that Cllr. Tom FitzPatrick and Steve Blatch will be attending the meeting on 4th November to discuss any issues.

19. CORRESPONDENCE

- 19.1 Norfolk ALC - AGM 2013 - Resolution for Debate:-** Noted.
- 19.2 NNDC - North Norfolk Coastal Field Trip - Tuesday 2nd July 2013:-** Circulated. Noted.
- 19.3 Norfolk County Council - Managing Flood Risk:-** Noted.
- 19.4 Norfolk Link:-** Noted.

20. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 2nd September, 2013 at 7.00 pm in the Pilgrim Shelter.

It was **AGREED** to suspend the meeting for public participation.

21. PUBLIC PARTICIPATION

It was reported that the benches and notice board needed attention.
Cllr. Brown kindly offered to varnish the benches and notice board.

It was reported that the footpaths are completely impassable and needed attention. The Clerk will contact Norfolk County Council concerning this matter.

It was reported that there has been another large part of the cliff lost to erosion.

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

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Chairman

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Date