

MINUTES OF THE MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 6TH NOVEMBER, 2017 AT 7.00 PM
IN THE PILGRIM SHELTER, LOOP ROAD, TRIMINGHAM

Present:-

Chairman - Cllr. T. Brown, Vice-Chairman - Cllr. L. Boatman,
Cllr. P. Benford, Cllr. L. King, Cllr. S. Kirk and Cllr. A. Scarborough.

County Councillor E. Maxfield.
District Councillor A. Fitch-Tillett.

Julie Chance MILCM - Clerk.

Six members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

None received.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON 11TH SEPTEMBER, 2017

The Minutes of the meeting held on 11th September 2017, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. PUBLIC PARTICIPATION

A member of the public thanked the Parish Council for repairing the private access to the playing field.

5. COMMUNITY HOUSING FUND

5.1 The Chairman reported that two public consultation dates have been held. There have been 25 surveys returned to date, 21 of which are in favour of affordable housing in Trimmingham. It was **AGREED** that the Clerk will request a supply of the survey forms from North Norfolk District Council. The survey forms will be delivered to each household in order that every resident has the opportunity to comment on this project.

6. COASTAL

6.1 **Coastal Erosion Group:-** The Clerk reported that Overstrand Parish Council have not held a meeting recently and therefore this matter has not progressed. It was **AGREED** that no further action would be taken in this matter at present.

6.2 **Coastal Path - Trimmingham House:-** It was reported that the new signs have been installed. The Chairman will check the location of the new signs and report to the next meeting.

6.3 **Coastal Forum Meeting:-** The date of the next meeting is Tuesday 5th December at 10.30 am at North Norfolk District Council. The Chairman will attend and report back to the next meeting.

7. COUNTY AND DISTRICT COUNCILLORS' REPORTS

7.1 **County Councillor's Report:-** Attached. County Councillor Maxfield reported that he is meeting with the new Head of Children's Services in the near future. A member of the public reported that someone came to check the usage of the mobile library in Staden Park but only one resident was at home. County Councillor Maxfield was asked to make sure that they checked the number of books that are taken out in order that the mobile library is not lost to Trimmingham.

7.2 **District Councillor's Report:-** Attached. The Chairman asked what the new hard standing in Sidestrand was for. District Councillor Fitch-Tillett will make some enquiries and report to the next meeting.

8. POLICE

8.1 **Newsletters:-** Circulated. Noted.

8.2 **SNAP:-** The Chairman reported that 150 PCSO's will be lost and 96 Police Officers will be recruited. The Clerk circulated information concerning the Police Structure Review. Noted. The Clerk will keep the Members informed of any further updates.

9. PLAYING FIELD

- 9.1 The Chairman expressed concern that the playing field was not used sufficiently by the village, A member of the public said that it is used by dog walkers and twitchers on a regular basis. This matter will be placed on an agenda for further discussion once the new village hall has been completed.

10. HIGHWAYS AND OTHER MATTERS

- 10.1 **New Notice Board:-** The Clerk reported that it has been painted and the new lettering has been put in place. A board will be attached on the road side for notices from the Fundraising Committee. It was **AGREED** that the wording would be Trimmingham Events. The Clerk will action this.
- 10.2 **New Bench:-** The Clerk will forward details of recycled plastic benches to Cllr. King and this matter will be placed on the next agenda for further discussion.
- 10.3 **Hedgerow Removal Notification:-** The Clerk reported that she has written to Anglian Water but to date they have not replied. It was **AGREED** that no further action would be taken in this matter as the piece of hedge being removed is so small it is felt that it will not add to the smell in the village.
- 10.4 **Speed Limit - Cromer Road:-** The Clerk read an email received from Norfolk County Council stating that an assessment to look at the possibility of moving the 30 mph limit on the Cromer Road to cover the Coastguard Cottages will cost £1,500 with the legal process for installation costing £3,000. County Councillor Maxfield said he will check what is left in his budget and this matter will be looked at when the new village hall has been completed.
- 10.5 **Gimmingham Road - Speeding:-** The Clerk read an email from Norfolk County Council stating that their regular users think they know the road well enough to drive increasingly faster. County Councillor Maxfield will look at whether a change of speed limit can be applied for under the Parish Partnership scheme and the cost. County Councillor Maxfield will report this to the next meeting. The alternative is to have a SAM2 sign which will need volunteers to move the sign around the village. This matter will be discussed at the next meeting.
- 10.6 **Potholes:-** It was reported that the pothole in the large layby on Gimmingham Road has still not been filled. County Councillor Maxfield will chase accordingly.
- 10.7 **New Water Main:-** The Clerk circulated this information. Noted.

11. **FOOTPATHS**

11.1 **Broadwood Close to Church:-** Nothing further to report. This matter will be placed on the next agenda for an update.

12. **PRE-PLANNING SUBMISSIONS**

12.1 None received. The Chairman asked whether the County Councillor could look into the piece of land belonging to Norfolk County Council which is used for groups of youths doing their Duke of Edinburgh Awards. This land is situated on Gimingham Road and there is a rumour that it is up for sale. County Councillor Maxfield will make some enquiries and report to the next meeting. The fact that the Gimingham Road is used for the youths walking to and from their accommodation makes the reduction of the speed limit even more important.

13. **PLANNING**

13.1 **Planning Application No. - PF/17/1809 - Variation of condition 2 of planning permission ref:- PF/17/1073 for erection of single-storey detached dwelling to allow for changes to the internal layout and alterations to the fenestration - The Garden House, Church Farm, Church Street, Timingham:-** No objections.

13.2 **Planning Decisions:-** None received.

13.3 **Further Caravan - 46 Staden Park:-** The Clerk reported that she has not received a reply to her email to North Norfolk District Council and she will chase accordingly. A member of the public said that it is written into the deeds of the properties on Staden Park that no static caravans are allowed.

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

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

14.2 **Fundraising Committee:-** Report attached.

14.3 **Deep History Coast Project:-** The Clerk circulated some up to date information on this project. Noted.

15. **FINANCE**

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| 15.1 | The following cheques were AGREED and signed:- | £ |
| | J.I. Chance - Salary, Office Allowance and Postage | 497.60 |
| | HM Revenue & Customs | 114.40 |
| | URM - Bottle Bank | 9.00 |
| | ALS Lawns & Fencing - Verge Cutting | 130.00 |
| | ALS Lawns & Fencing - Grass Maintenance | 750.00 |
| | LDM Home & Garden Services - Notice Board and Access Repair | 355.50 |

- 15.2 **Budget 2018/19:-** The Clerk circulated the draft budget for the year ending 31st March, 2019 which was **AGREED** with an increase in the Precept of £695.
- 15.3 **Precept Form 2018/19:-** The Precept form was completed and signed by the Chairman and Clerk. The Precept for this year will be £8,632.
- 15.4 **Accounts - August and September:- AGREED.**
- 15.5 **Internal Auditor:-** It was **AGREED** to engage Roger Canwell as Trimmingham Parish Council's internal auditor for future years.
- 15.6 **Full Council Training - Data Protection Act:-** It was **AGREED** that the Clerk would arrange full council training in the New Year for the new Data Protection Act. This training will be shared with Trunch Parish Council if possible.
- 15.7 **Defibrillator:-** The Chairman reported that the defibrillator has been de-commissioned as it needs a new battery and pads. It was **AGREED** that the Clerk would order a new battery and some pads. The defibrillator will then be registered onto the WebNos system which will mean that the defibrillator will be monitored more closely. It was **AGREED** that the Clerk would prepare a form for completion by volunteers who will be inspecting the defibrillator. The supply of electricity to the defibrillator has recently been checked as the trip switch had activated.
- 15.8 **Litter Bin - Middle Street:-** It was **AGREED** that the area would be monitored and this matter will be placed on the next agenda for further discussion.

16. CORRESPONDENCE

- 16.1 **Norfolk ALC Newsletters:-** Circulated. Noted.
- 16.2 **Norfolk Vattenfall Newsletter:-** Circulated. Noted.
- 16.3 **Norfolk ALC New Criteria for Local Authorities:-** Circulated. Noted.
- 16.4 **NCC - Meet the Leader:-** Circulated. Noted.
- 16.5 **Cromer Civic Service:-** Invitation circulated. Noted.
- 16.6 **Email - Dilham Parish Council:-** The Clerk read an email from Dilham Parish Council enquiring whether the helicopter noise from Norwich Airport is a problem in Trimmingham. It was **AGREED** that the Clerk would reply and state that it is not a problem.
- 16.7 **Norfolk ALC - Data Protection Bill:-** Circulated. Noted.

17. OLDER PEOPLES FORUM

- 17.1 **Fire Prevention:-** The Clerk reported that she has still not received a reply to her emails from the Fire Brigade. It was **AGREED** that no further action would be taken in this matter.

18. POOR LANDS

18.1 The Chairman produced a map of the area. It was **AGREED** that Members will visit the site to ascertain the area available. The Clerk reported that the area will need to be registered with Land Registry once the details have been established.

19. ANNUAL REVIEW OF POLICIES

- 19.1 Standing Orders:-** No amendments.
- 19.2 Financial Standing Orders:-** No amendments.
- 19.3 Risk Assessment:-** No amendments.
- 19.4 Asset Register:-** No amendments.
- 19.5 Training Policy:-** No amendments.

20. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 9th January, 2018 at 7.00 pm in the Pilgrim Shelter.

21. PUBLIC PARTICIPATION

A member of the public reported that the tape across the old crown and anchor site has broken. The Chairman will replace this in due course.

There being no other business the Chairman closed the meeting at 8.40 pm.

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Chairman

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Date