

MINUTES OF THE MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 13TH JULY, 2015 AT 7.00 PM
IN THE PILGRIM SHELTER, TRIMINGHAM

Present:-

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

County Councillor W. Northam.
District Councillor A. Fitch-Tillett.

Julie Chance MILCM - Clerk.

Nine members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

None received.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON MONDAY 11TH MAY 2015

The Minutes of the meeting held on Monday 11th May 2015, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. GENERAL POWER OF COMPETENCE

4.1 It was **AGREED** to adopt the General Power of Competence.

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

5. PUBLIC PARTICIPATION

None received.

The meeting was reconvened.

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

- 6.1 **County Councillor's Report:-** Attached.
- 6.2 **District Councillor's Report:-** Attached.
- 6.3 **Coastal Erosion - Sheila Oxtoby - Chief Executive North Norfolk District Council:-** The Clerk reported that Sheila Oxtoby had booked a Course and tonight's meeting was cancelled in her diary. Unfortunately the Parish Council were not informed until the Clerk sent the agenda for the meeting. Sheila Oxtoby sent her apologies and confirmed that she will be attending the meeting on 9th November 2015. It was **AGREED** that the Clerk would write to Overstrand Parish Council and request an update concerning the parishes working together on trying to address coastal erosion. The Chairman expressed concern in relation to policy EN12 in North Norfolk District Council's LDF document. This policy covers rollback following coastal erosion.

7. **POLICE**

- 7.1 **Police Report:-** None received.

8. **PLAYING FIELD**

- 8.1 **Trimingham Pilgrims Football Club:-** The Chairman reported that he has not been able to erect the goal posts to date. It is hoped that these can be erected shortly. The Clerk reported that James Harrison has had a meeting with Trimingham Pilgrims Football Club to discuss the possible extension of the playing field. It is hoped that the playing field can be extended to accommodate a full football pitch. It was **AGREED** that the Clerk would write to James Harrison requesting an update following the meeting.
- 8.2 **Entrance and Parking:-** It is hoped that this matter can be dealt with in conjunction with the extension of the playing field. This matter will be placed on the next agenda for further discussion.
- 8.3 **New Sign - Entrance:-** The Clerk reported that this sign has been ordered.
- 8.4 **Funding - Play Equipment:-** It was **AGREED** that this matter will be placed on hold until the new village hall is in place.
- 8.5 **Strimming:-** A member of the public reported that the strimming is still not being carried out at the same time as the cutting. It was **AGREED** that the Clerk would contact the contractor and ask that this be carried out.

9. HIGHWAYS

- 9.1 **Bus Stop - Middle Street:-** The Clerk read an email received from Norfolk County Council confirming that they will be installing a bus stop flag and a new timetable on the current post.
- 9.2 **Partnership Funding:-** The Clerk reported that the partnership funding through Norfolk County Council is available once again this year on a 50/50 basis. There will be £300,000 available in the fund. It was **AGREED** that the Clerk would obtain the cost of installing a trod along the verge from Staden Park to the new piece of land. Members were asked to give some thought to any other highway projects that the funding can be applied for. This matter will be on the next agenda for further discussion.
- 9.3 **Pot Holes:-** It was **AGREED** that the Clerk would report a large deep pothole outside Coastguard Cottages.
- 9.4 **Road Surface:-** It was reported that the road surface outside Beacon Farm had melted in the hot weather leaving no shingle on the road. It was **AGREED** that the Clerk would report this to Norfolk County Council accordingly.

10. FOOTPATHS

- 10.1 Cllr. Kirk reported that the footpath that leads to the Vernon Arms in Southrepps is overgrown. The Clerk reported that Norfolk County Council are not cutting the footpaths very regularly due to lack of funding. It was **AGREED** that Cllr. Kirk's son could put in a Geo Cash along the footpath routes and other areas throughout the village.
- 10.2 **Dog Fouling:-** The Clerk reported that North Norfolk District Council are running a new scheme looking for volunteer dog wardens. North Norfolk District Council will train any volunteers. If a volunteer would like to take on the powers of a dog warden, North Norfolk District Council can pass their powers to them as long as the Parish Council insure the volunteer and supply any necessary clothing and equipment. It was **AGREED** that an article will be placed in the fundraising committee newsletter asking for volunteers.

11. PLANNING

- 11.1 **Lawful Development Certificate - EF/15/2012/RMH/vb - 46 Staden Park, Trimmingham:-** The Chairman reported that he had attended a meeting at North Norfolk District Council as there have been some serious concerns in the village concerning this Certificate. It was reported that the Certificate is legal and North Norfolk District Council cannot object. It was **AGREED** that the Clerk would write to the Secretary of State, Norman Lamb, and the Norfolk Coast Partnership to request that the law be amended. The Law is an Act from the 1950s when caravans were smaller. A mobile home has been sited at the above address which is also classed as a caravan under the Act.

- 11.2 Planning Application No. DP/15/0782 - Prior notification of intention to demolish a terrace of three cottages - Bottledene, Rotunda Flat and Rotunda Cottage, Loop Road, Trimingham:-** No objections.
- 11.3 Permissions Given:-** Land at Woodland Holiday Park, Cromer Road, Trimingham - Installation of fifty static holiday lodge bases, with associated landscaping, access roads and infrastructure.

12. PILGRIM SHELTER/NEW VILLAGE HALL

- 12.1 Management Committee Report:-** Attached.
- 12.2 Fundraising Committee Report:-** Attached.
- 12.3 Installation of Water and Electricity - New Site:-** Cllr. Gotts reported that he had a meeting with Tom Ground who is drawing up plans. This matter will be placed on the next agenda for an update.
- 12.4 Lottery Grant Funding - Stage 2:-** The Chairman reported that the Stage 2 application is ready to go and once agreed by North Norfolk District Council will be submitted.
- 12.5 Fundraising:-** The Clerk confirmed that she had provisionally booked a space for a Christmas Tree, Nativity and Charity Stall at the Christmas Event in Cromer. The Clerk will drop the necessary forms off to Matt for completion and return together with a cheque in the sum of £10.
- 12.6** Cllr. Boatman reported that the Lions Club will be holding a car boot sale on Sunday 19th July on the new land.

13. LOCAL COUNCIL AWARD SCHEME

- 13.1** It was **AGREED** to adopt the following policies:-
Compliments and Complaints Policy.
Equal Opportunities Policy.
Child Protection Policy.
Communications Policy.
Publication Scheme Policy.
Dignity at Work Policy.
Environment Policy.
All the adopted policies will be placed on the website and reviewed annually.
- 13.2 Action Plan:-** It was **AGREED** to adopt the Action Plan. The Action Plan will be placed on the website and reviewed annually.
- 13.3 Website:-** It was **AGREED** that the Clerk would continue to maintain the website.
- 13.4 Training - Members:-** It was **AGREED** that the Clerk will circulate the available training courses and Members are encouraged to attend as many as possible.

14. FINANCE

- 14.1 The following cheques were **AGREED** and signed:- £
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|---|--------|
| J I Chance - Salary, Office Allowance, Stationery and Postage Two Months | 543.71 |
| HM Revenue and Customs - Tax Two Months | 114.40 |
| Norfolk ALC Annual Subscription Renewal | 105.69 |
| Stuart Hutcheson - IT - Website | 40.00 |
- 14.2 **Notice Board - Staden Park:-** Cllr. King reported that she has asked a member of the public for a quotation to make a new notice board and this matter will be placed on the next agenda for an update. The Clerk reported that the Probation Service are unable to make a new notice board.
- 14.3 **Grass Maintenance:-** The Chairman reported that he and the Clerk had met with Norse on several occasions to complain about the condition of the grass maintenance of the verges. It was **AGREED** that the Clerk would write to Norse and remove the verges from the contract. It was **AGREED** that the work on the verges carried out to date will be deducted from the recent invoice received from Norse and the Clerk will inform them accordingly. It was **AGREED** to use Alan Smith from Trunch to cut the verges at a cost of £65 per cut with immediate effect.
- 14.4 **Bottle and Paper Banks:-** Cllr. King reported that Berryman's no longer charge for the hire of bottle banks. It was **AGREED** that the Clerk would ask for two bottle banks to be sited on the land next to Beacon Farm. It was **AGREED** that once the bottle banks are in place an article will be placed on the Fundraising Committee newsletter to encourage people to use them. Cllr. King reported that books and magazines can be placed in the paper bank and this will also be placed on the newsletter.

15. MEETING DATES - 2016

- 15.1 It was **AGREED** to accept the meeting dates for 2016.

16. CORRESPONDENCE

None received.

17. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 14th September, 2015 at the Pilgrim Shelter at 7.00 pm.

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

18. PUBLIC PATRICIPATION

A member of the public said that the Parish Council meetings were pleasant to attend.

There being no other business the Chairman closed the meeting at 9.00 pm.

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Chairman

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Date