

MINUTES OF THE MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 12TH MAY, 2014 AT 7.25 PM
IN THE PILGRIM SHELTER, TRIMINGHAM

Present:-

Cllr. E Boatman, Cllr. P. Benford, Cllr. T. Brown, Cllr. J. Harrison,
Cllr. D. Gotts and Cllr. S. Kirk.

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

P.C. Barrie Cresswell.

Julie Chance - Clerk.

Eleven members of the public also attended the meeting.

1. ELECTION OF CHAIRMAN

It was **AGREED** that Cllr. T. Brown would be elected Chairman. The Declaration of Acceptance of Office form was signed by the Chairman and the Clerk.

2. ELECTION OF VICE-CHAIRMAN

It was **AGREED** that Cllr. E. Boatman be elected Vice-Chairman. The Declaration of Acceptance of Office form was signed by the Chairman and Clerk.

3. APOLOGIES FOR ABSENCE

No apologies for absence were received.

The Clerk reported that Catherine Wilkins has resigned from the Parish Council. The Clerk will contact North Norfolk District Council and put the legal arrangements in place for the Notice of Election to be displayed. It was **AGREED** that the Clerk would write a letter thanking Catherine for all her hard work for the village during her term of office. It was **AGREED** that the Clerk would purchase a £50 garden centre voucher as a gift for Catherine to thank her for her term of office.

4. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

Prejudicial declarations of interest were received from Cllr. D. Gotts in respect of the Certificate of Lawful Development for the gravel pit, Middle Street. No dispensations were received.

5. **MINUTES OF THE MEETING HELD ON MONDAY 10TH MARCH, 2014**

The Minutes of the meeting held on Monday 10th March 2014, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

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

6. **PUBLIC PARTICIPATION**

A member of the public asked whether the public could comment on items on the agenda as they were discussed. The Clerk explained that this was possible but the meeting had to be adjourned and reconvened each time. It was **AGREED** that this would be done.

A member of the public reported that the playing field had been mowed but not strimmed again. It was **AGREED** that the Clerk would contact NORSE and report this matter.

An information sheet was circulated to members of the public covering the procedure for public participation at Parish Council meetings.

The meeting was reconvened.

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

7.1 **County Councillor's Report:-** Attached.

7.2 **District Councillor's Report:-** Attached. The Chairman requested District Councillor Fitch-Tillett to ask Richard Cook to attend the village to present the Resilience Plan recently prepared for Trimmingham.

A member of the public commented on the new reception and expressed concern that public money is being spent in this manner.

7.3 **Coastal Erosion Update:-** Attached. Members of the public asked whether the farmer can set aside the field on the cliff instead of one in land. Cllr. Harrison said this was difficult. He confirmed that a four meter margin has been left and they are looking into drainage in this area.

8. POLICE

8.1 **Police Report:-** Attached.

8.2 The Clerk reported that the Police have been asked to plan their Police Surgeries around village events.

9. PLAYING FIELD

9.1 **Access:-** The Clerk reported that Norfolk County Council have confirmed that Cllr. Harrison will need to start the re-siting of the Bridleway again before any agreement can be made concerning an access from behind the properties to the playing field.

9.2 **Football Team:-** The Clerk reported that the new goal posts have been delivered. The old goal posts have not been put on eBay as yet as the Clerk has been very busy with the end of financial year. A member of the public asked whether the playing field has been marked out yet for the football team to use. The properties are concerned that play is not too close to their properties. It was confirmed that the field has not yet been marked. It was **AGREED** that the Clerk would contact Jack Nield and ask that they liaise with the public before marking the field and putting up the new goal posts.

9.3 **Hedgerow:-** The Clerk confirmed that there is no charge to the property owners for the recent cut by Cllr. Harrison. The Members and public thanked Cllr. Harrison.

10. HIGHWAYS

10.1 **VAS Sign:-** The Clerk reported that the Members are meeting with Norfolk County Council to ascertain the position for the new VAS sign. This matter will be reported at the next meeting.

10.2 **Highway Rangers:-** Attached.

10.3 **Grit Bins:-** The Clerk reported that the grit bins are the responsibility of the Parish Council. It was **AGREED** that the Clerk would obtain quotations for latches for the grit bins in order to stop the lids blowing open and filling with water. It was **AGREED** that Cllr. Brown will investigate whether a new grit bin is needed at Staden Park as requested by a member of the public.

10.4 It was reported that the footway outside No. 28 Mundesley Road is in need of some urgent repair. It was **AGREED** that the Clerk will report this to Norfolk County Council.

11. FOOTPATHS

11.1 **Broken Footpath Sign:-** It was reported that this sign has not been repaired or replaced and the Clerk will chase accordingly.

12. **PLANNING**

- 12.1 **Planning Application No. PF/14/0367 - Erection of two-storey side and front extension - Ryder Lodge, Church Road, Trimmingham, NR11 8BF:-** No objections.

Cllr. D. Gotts left the meeting

Certificate of Lawful Development for use of land for recycling of inert materials and soils and the storage of aggregate - The Gravel Pit, Middle Street, Trimmingham:- The Clerk reported that she has written to Norfolk County Council asking that the residents of Middle Street be consulted and expressing the Members concerns.

Cllr. Gotts returned to the meeting.

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

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

13.1 **Management Committee Report:-** Attached. The Chairman reported that the paperwork received from the Solicitor at North Norfolk District Council does not answer the questions raised. It was **AGREED** that the Clerk will arrange another meeting between Emma Duncan, the Chairman and herself to discuss the matter further.

13.2 **Fundraising Committee Report:-** Attached.

13.3 **Food - Premises Registration Certificate:-** The Chairman reported that this is now in place.

13.4 **New Village Hall Land:-** A request had been received from the local Lions for permission to use the new land for car boot sales. This request has been withdrawn for the time being.

14. **WI-SPIRE**

14.1 The Clerk reported that this matter is being dealt with by the Church. It was **AGREED** that the Clerk would write and ask for the updated position.

15. **FINANCE**

15.1	The following cheques were AGREED:-	£
	Clerk's Salary, Office Allowance, Postage and Stationery	
	Two Months	622.09
	HM Revenue and Customs - Tax	36.50
	PBL Builders Limited - Dog Signs	125.00

15.2 **Norfolk ALC:-** It was **AGREED** to renew the annual subscription with Norfolk ALC in the sum of £104.29.

15.3 **Aon Insurance:-** It was **AGREED** to renew the annual insurance with Aon in the sum of £511.38.

- 15.4 Grant Requests:-**
Ambulance First Responders:- It was **AGREED** to award a grant of £50 for the current financial year.
CAB:- It was **AGREED** to award a grant of £50 for the current financial year.
- 15.5 Annual Accounts for the year ended 31st March, 2014:-** The annual accounts for the year ended 31st March, 2014 were **AGREED** and signed by the Chairman.
- 15.6 Annual Return for the year ended 31st March, 2014:-**The Annual Return for the year ended 31st March, 2014 was **AGREED** and signed by the Chairman and Clerk.
- 15.7 Bank Reconciliation for the year ended 31st March, 2014:-** The bank reconciliation for the year ended 31st March, 2014 was signed off against the bank statements cheque signatories.

16. STANDING ORDERS

- 16.1** It was **AGREED** to adopt the model Standing Orders. It was **AGREED** to add a policy that the Chairman only serves one year and the Vice-Chairman is automatically appointed Chairman the following year.

17. RESILIENCE PLAN - TRIMINGHAM

- 17.1** The Chairman reported that a Resilience Plan has been prepared for Trimingham and needs to be launched to the village. It was **AGREED** that the Clerk would write to North Norfolk District Council and arrange for the launch to be carried out in the near future.

18. DOG FOULING

- 18.1** It was reported that the “No Dog Fouling” signs are now in place.
- 18.2 Dog Fouling:-** The Chairman said that members of the public need to confront people who are letting their dog foul without clearing it up. This also needs to be reported to North Norfolk District Council who have the power to prosecute.

19. DEFIBRILLATOR

- 19.1** The Chairman reported that he has contacted Peter Wright following the incident with a member of the public in the village recently. It was **AGREED** that the Chairman will ascertain the up-to-date position.

20. CORRESPONDENCE

- 20.1 NNDC - Norfolk Coastal Forum Minutes - Circulated:-** Noted.
- 20.2 NNDC - Coastal Management Issues in North Norfolk - Circulated:-** Noted.
- 20.3 NCC - Better Broadband Update - Circulated:-** Noted. It was **AGREED** that the Clerk will place this information on the notice board.
- 20.4 Norfolk Link:-** Circulated.

21. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 7th July, 2014 at 7.00 pm in the Pilgrim Shelter.

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

22. PUBLIC PARTICIPATION

A member of the public asked whether the papers circulated under correspondence could be made available to the public on the website. It was **AGREED** that a folder will be placed in the Pilgrim Shelter with all the information instead. The Chairman will arrange this.

A member of the public asked whether the legal advice being sought for the transfer of the new village hall project should be independent. The Clerk explained that the Solicitors at North Norfolk District Council are independent and the service has been set up especially for Town and Parish Councils at cost price.

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

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Chairman

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Date