

MINUTES OF THE TRIMINGHAM ANNUAL PARISH COUNCIL MEETING
HELD ON MONDAY 11TH MAY, 2015 AT 7.15 PM
IN THE PILGRIM SHELTER, TRIMINGHAM

Present:-

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

District Councillor A. Fitch-Tillett.

Julie Chance - Clerk.

Eleven members of the public also attended the meeting.

1. ELECTION OF CHAIRMAN

It was **AGREED** that Cllr. T. Brown be elected Chairman.

2. ELECTION OF VICE-CHAIRMAN

It was **AGREED** that Cllr. E. Boatman be elected Vice-Chairman.

3. DECLARATIONS OF ACCEPTANCE OF OFFICE AND REQUESTS FOR DISPENSATIONS

3.1 Declaration of Acceptance of Office Forms:- It was noted that all Members present completed and signed the Declaration of Acceptance of Office Forms prior to the meeting commencing.

3.2 Requests for Dispensations:- All Members present completed and signed the Requests for Dispensation forms in respect of any financial matters, Precept, Accounts and Budget.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. D. Gotts, County Councillor Wyndham Northam and PCSO E. Roberts.

5. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

No declarations of interest were received.

6. **MINUTES OF THE MEETING HELD ON MONDAY 9TH MARCH 2015**

The Minutes of the meeting held on Monday 9th March 2015, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

It was **AGREED** to suspend the meeting for Public Participation.

7. **PUBLIC PARTICIPATION**

No members of the public wished to participate.

The meeting was reconvened.

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

8.1 **County Councillor's Report:-** None received.

8.2 **District Councillor's Report:-** District Councillor Fitch-Tillett thanked everyone for their support which resulted in her re-election. District Councillor Fitch-Tillett reported that she has been elected Deputy Leader for North Norfolk District Council. She will still be the portfolio holder for Coastal and the next Coastal Forum will be held on 7th July. Norfolk Coast Partnership will be holding their Annual Field Trip which will include the River Mun. Details will be emailed to the Chairman.

8.3 **Coastal Erosion:-** The Clerk reminded all present that the Chief Executive will be attending the meeting in July to discuss coastal erosion. The Clerk confirmed that she had written to Overstrand Parish Council requesting that the parishes work together in order that the local voice can be heard. The Clerk read an email received from Overstrand Parish Council stating that the general feeling is that it is a good idea and very worth pursuing. However, this matter will be raised again after the election when the new Council is in place and the Shoreline Management Committee are known. It was **AGREED** that this matter will be placed on the next agenda for further discussion.

9. POLICE

- 9.1 **Police Report:-** Attached,
- 9.2 **Partnership Funding - Police:-** The Clerk reported that the Police are looking for partnership funding of £17,500 from the Parish and Town Councils. It was **AGREED** that the Clerk would write to the Police and inform them that as a very small parish this is not financially viable.
- 9.3 Cllr. King reported that she had contacted the Police concerning cages which have been placed in the trees by the game keepers to catch magpies etc. The Police informed Cllr. King that if the Farmers have a licence this is a legal practice. It was **AGREED** that this matter will be monitored.

10. PLAYING FIELD

- 10.1 The Chairman reported that he will be organising a working party to erect the goal posts and nets over the next couple of days. It was **AGREED** that the Clerk would write to Mr. Harrison to formally request an extra 20 yards for the playing field and a usable entrance to it. Concern was expressed that no accounts had been received from the Football Club. The Chairman reported that Jack will be attending the next Fundraising Committee meeting and this matter will be raised with him at that time.
- 10.2 **Sign - Playing Field:-** It was **AGREED** that the Clerk would obtain a quotation for a sign to be erected. The sign will read "Playing Field - Pedestrian Access Only".
- 10.3 **Play Equipment:-** It was **AGREED** that Cllr. Kirk and Linda Brown will investigate funding for the purchase of play equipment for the playing field.

11. HIGHWAYS

- 11.1 **30 mph Sign - Cromer Road:-** The Clerk read an email from Norfolk County Council stating that as the Woodlands Holiday Park are reducing the number of touring caravans and making little or no change to the number of vehicles entering/exiting, they are not prepared to move the sign or request an S106 agreement connected to the recent planning application. Noted.
- 11.2 **Bus Shelter:-** The Clerk read an email received from Sanders Coaches apologising for their drivers hitting the bus shelter. They have issued a memo to the drivers reminding them to be careful when pulling onto this stop.
- 11.3 **Bus Stop - Middle Street:-** It was reported that the bus stop sign and timetable has gone missing. It was **AGREED** that the Clerk would write to Norfolk County Council and request that these be replaced.

12. **FOOTPATHS**

Nothing to report.

13. **PLANNING**

13.1 **Lawful Development Certificate Application - EF/15/2012/RMH/vb - 46 Staden Park, Trimmingham:-** It was **AGREED** that the Clerk would write to North Norfolk District Council with the following comment.

“Can North Norfolk District Council please ensure so far as is possible that if the caravan is placed on the land it is only used for the purposes stated in the application”.

13.2 **Planning Decisions:-** None.

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

14.1 **Management Committee:-** Report attached. The Chairman said that a flyer will need to be produced in order to consult with the surrounding parishes. Ideas are needed how to go forward with consultation and volunteers to help with the legwork. Revenue and Expenditure accounts are also needed to prove sustainability. It was **AGREED** that the Chairman will attend the Trunch Parish Council meeting and the Vice-Chairman will attend the Sea Palling and Waxham Parish Council meeting to present the project and ascertain support.

14.2 **Fundraising Committee:-** Report attached. It was **AGREED** that the Fundraising Committee will attend the Christmas event in Cromer on Saturday 5th December and will also enter a Christmas Tree and Nativity display. The Clerk will contact Matt Cooper with all the details in due course.

14.3 **Water and Electricity Supply - New Land:-** This matter will be placed on the next agenda for an update.

15. **WI-SPIRE**

15.1 It was **AGREED** that no further action will be taken in this matter.

16. **FINANCE**

16.1	The following cheques were AGREED and signed:-	£
	Clerk's Salary two months plus Office Allowance,	
	Stationery and Postage	548.80
	HM Revenue and Customs - Tax	114.40
	Pilgrim Shelter - Hire	18.00

16.2 **Annual Accounts for the year ended 31st March, 2015:-** **AGREED** and signed by the Chairman.

- 16.3 Annual Return for the year ended 31st March 2015:-** **AGREED** and signed by the Chairman and Clerk.
- 16.4 Council Award Scheme:-** It was **AGREED** that the Parish Council will work to try and achieve the Foundation Award. The Website will need to be expanded and improved. It was **AGREED** that the Clerk will invite Stuart Hutcheson and Paul Powell to the next meeting to discuss possibilities. It was **AGREED** that the Clerk will investigate whether it would be acceptable for the Parish Council's website to be administered abroad.
- 16.5 Notice Board - Staden Park:-** The Clerk has obtained several quotations. It was felt that the quotations are very high. It was **AGREED** that the Clerk will enquire with Community Payback whether they would be able to build a notice board for the Parish Council.
- 16.6 Norfolk ALC Annual Subscription:-** It was **AGREED** to renew Norfolk ALC annual subscription in the sum of £105.69.
- 16.7 Cheque Signatories:-** It was **AGREED** that all Members will become cheque signatories on the Trimmingham Parish Council bank account. The Clerk circulated the necessary forms for completion and return to her.
- 16.8 Annual Insurance:-** It was **AGREED** to renew the annual insurance with Came & Company in the sum of £403.71 for a three year contract. This will result in a saving of £107.67 from last year.
- 16.9 Bank Statements:-** All Members present signed the end of year bank statements.
- 16.10 Pension - Clerk:-** The Clerk reported that the law has changed. The Parish Council legally have to now offer the Clerk a pension scheme unless she opts out. The Clerk confirmed that she wished to opt out and a letter will be placed on file. This arrangement will cease if the current Clerk leaves the Parish Council employment and any new Clerk will legally have to be offered a pension scheme.

17. RESILIENCE PLAN - TRIMINGHAM

- 17.1** It was **AGREED** that no further action will be taken in this matter.

18. CORRESPONDENCE

- 18.1 NNDC - Chalk River Project Community Engagement Report:-** Circulated. Noted.
- 18.2 Norfolk ALC - Election of Members:-** Noted.

19. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 13th July, 2015 in the Pilgrim Shelter at 7.00 pm.

It was **AGREED** that the meeting be suspended for Public Participation.

20. PUBLIC PARTICIPATION

A member of the public expressed concern about the amount of dog mess throughout the village. It was noted that if a member of public sees an owner not clearing up after their dogs they should report them to North Norfolk District Council who have the power to deal with the matter.

There being no other business the Chairman closed the meeting at 9.16 pm.

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Chairman

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Date

