

**MINUTES OF THE ANNUAL PARISH MEETING OF
THE TRIMINGHAM PARISH COUNCIL
HELD ON TUESDAY 1ST MAY, 2012 AT 7.10 PM
IN THE PILGRIM SHELTER, TRIMINGHAM.**

Present:-

Chairman - Cllr. C. Wilkins, Cllr. R. Adams, Cllr. P. Benford,
Cllr. J. Harrison and Cllr. S. Kirk.

County Councillor G. Jones.
District Councillor A. Fitch-Tillett.

PCSO E. Roberts.

Saul Penfold - Project Facilitator.

Julie Chance - Clerk.

Thirteen members of the public also attended the meeting.

The Chairman welcomed all present to the meeting.

1. ELECTION OF CHAIRMAN

It was **AGREED** that Cllr. C. Wilkins be elected as Chairman to Trimingham Parish Council

2. ELECTION OF VICE-CHAIRMAN

It was **AGREED** that Cllr. J. Gardener be elected as Vice-Chairman in his absence.

3. DECLARATION OF ACCEPTANCE OF OFFICE FORMS

3.1 Cllr. Wilkins signed the Declaration of Acceptance of Office Form. The Declaration of Acceptance of Office Form for the Vice-Chairman will be signed at the next meeting.

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4. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. Gardener.

5. DECLARATIONS OF INTEREST

Prejudicial declarations of interest were received from Cllr. J. Harrison in respect of Planning Application No. PF/12/0503 - Variation of Condition 5 of planning permission reference 08/0497 to permit continued use as holiday letting accommodation - Woodlands Caravan Park, Cromer Road, Trimingham.

6. MINUTES OF THE MEETING HELD ON MONDAY 26TH MARCH, 2012

The Minutes of the meeting held on Monday 26th March 2012, having been circulated, were taken as read, and with one minor amendment, **AGREED** and signed by the Chairman.

Amendment:- Under public participation time "The Chairman said that the PCC was responsible for the Churchyard as it was not a closed Churchyard but if they closed it, they could discharge their responsibility onto the Parish Council who could then discharge their responsibility to NNDC".

The Chairman asked Ms. King if she was recording the meeting. Ms King replied that she was not. The Chairman referred to the legislation Public Bodies (Admission to meetings) Act 1960 which states that meetings should not be recorded or photographed and that if Ms. King did record a meeting she has no right to share any recordings with any other person. It is illegal to do so.

7. CASUAL VACANCY

7.1 It was **AGREED** that the Clerk would write to Terry Brown and invite him to the next meeting in order that he can be co-opted on to Trimingham Parish Council to fill the casual vacancy.

8. COUNTY AND DISTRICT COUNCILLORS' REPORTS

8.1 County Councillor's Report:- Attached.

8.2 District Councillor's Report :- Attached. District Councillor Fitch-Tillett reported that Rob Young will be holding the fort when Jill Fisher leaves North Norfolk District Council. The Chairman updated District Councillor Fitch-Tillett on the new Village Hall and Coastal Study Centre.

fees were affecting businesses and with the current financial situation people are struggling and every Government seems to hit the motorists. District Councillor Fitch-Tillett said that North Norfolk District Council had to find savings and it was either the car parking fees or the Council Tax increasing. The Chairman enquired whether the businesses could be encouraged to refund the car parking fees if people shopped with them. District Councillor Fitch-Tillett said she would pass the comments on to North Norfolk District Council.

9. PLAYING FIELD

9.1 Nothing to report.

10. POLICE

10.1 **Police Report:-** Attached.

10.2 **Speed Checks:-** PCSO Roberts reported that she has ordered a black box and Trimmingham is on the waiting list. Unfortunately the waiting list is lengthy and she cannot say when the black box will be installed. PCSO Roberts will keep the Members informed.

11. HIGHWAYS

11.1 **Second Hand Bus Shelter:-** It was **AGREED** that this would not be installed at the present time. It was **AGREED** that the Clerk would enquire whether Daniel Gotts could store the bus shelter until a suitable place for installation can be agreed.

11.2 **Potholes:-** The Clerk reported that she was meeting with the Highway Engineer on Wednesday. It was **AGREED** that she would report the pothole on the Mundesley Road outside Tamarisk and the blocked drain outside the School House.

12. FOOTPATHS

12.1 Nothing to report.

13. PLANNING

Cllr. J. Harrison left the meeting.

13.1 **Planning Application No. PF/12/0503 - Variation of Condition 5 of planning permission reference 08/0497 to permit continued use as holiday letting accommodation - Woodlands Caravan Park, Cromer Road, Trimmingham:-** No objections.

Cllr. J. Harrison returned to the meeting.

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13.2 **Decisions:-** Nothing to report.

Norfolk RCC subscription in the sum of £25 per annum.

15.4 Aon Insurance:- It was **AGREED** to renew the insurance through Aon at a cost of £525.07 per annum. This is an increase of £7.56 from last year.

15.5 Annual Accounts for the year ended 31st March, 2012:- **AGREED** and signed by the Chairman.

15.6 Annual Return for the year ended 31st March, 2012:- **AGREED** and signed by the Chairman and Clerk.

16. QUEEN'S DIAMOND JUBILEE

16.1 Commemorative Mugs:- It was reported that the Fundraising Committee have arranged a High Tea for Friday 1st June at the Pilgrim Shelter from 4.00 pm to 8.00 pm. It was **AGREED** that the Chairman will present the mugs to the children at the High Tea and Cllr. Kirk will let the Clerk know the best time for the presentation following the meeting on Wednesday night.

16.2 Woodland Trees:- The Clerk reported that she will be meeting with the Highways Engineer on Wednesday to ask permission to plant the trees on the verges selected by the Members. This matter will be on the next agenda for further discussion.

17. WEBSITE

17.1 The Clerk reported that she will be meeting with Stuart Hutcheson on Wednesday 9th May to build the website.

18. CORRESPONDENCE

18.1 Localism and Planning Seminar - Wednesday 25th April, 2012:- Circulated. Noted.

18.2 NNDC - Strategic Housing and Sustainability Teams:- Circulated. Noted.

18.3 Norfolk RCC Signpost Newsletter:- Noted.

18.4 Norfolk ALC and SLCC Joint Conference - Tuesday 3rd July 2012:- Noted.

18.5 Norfolk ALC - How Hill Trust - Friday 8th June 2012:- Noted.

18.6 Letter - Ms. King:- The Chairman read a letter received from Ms. King criticising the Clerk and herself. Saul Penfold said that he has worked with a lot of people and Julie Chance has been one of the most professional people he has worked with which

shame the village cannot work together on this project. Raising the funding is a major task and needs support. The village needs to pull together. The Chairman said that recording the meeting was a breach of the Data Protection Act and she has taken advice on the matter. The Chairman reported that public participation time does not form part of the minutes and in future will be recorded separately.

19. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 23rd July, 2012.

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

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Chairman

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Date

The Chairman circulated a paper "Notes for the public attending Parish Council Meetings" and requested that this be placed on the next agenda for agreement and adoption.

Cllr. Kirk asked for an update on the defibrillator. The Clerk replied that Peter Wright is trying to raise funding.

Cllr. Benford requested that the heater and hand dryer be replaced in the Pilgrim Shelter as they are not working. The Clerk will obtain quotes for the next meeting.

Cllr. Kirk asked whether she could take the annual accounts to the next Fundraising Committee meeting to compare the use of the utilities. The Clerk replied that they are a public document and anyone is entitled to see them.

Cllr. Kirk reported that Terry Brown has been trying to form a syndicate for heating oil and if anyone is interested they should contact him. The details are in the newsletter. The Clerk will prepare a notice for the notice board.

A member of the public said that the problem with a syndicate is that everyone gets their heating oil at different times.

A member of the public asked why the Clerk always met the Highways Engineer and not the Members. The Chairman pointed out that it is the Clerk's job to gather information and report matters to the relevant people.

A member of the public said that District Councillor Jones said he was going to walk the village with the Highways Engineer but to date nothing has been done. He reported that a member of the public had fallen very badly and damaged her shoulder and broken her arm on the footway in Staden Park. The Clerk said that when she meets with the Highways Engineer on Wednesday she will arrange to meet with the member of public.

A member of the public said that the Parish Council can stop a meeting when a subject needed to be discussed by the public. Tonight a relevant point was made by a member of the public which was pertinent to the discussion on the new Village Hall. The member of public said the Chairman was coming across as very aggressive and is upsetting people.

The Chairman said she has taken advice about the constant interruptions at meetings. The Chairman said she cannot hear the important matters being discussed because of constant interruptions.

A member of the public said that she agreed people should not keep interrupting but if the comment is relevant to the discussions the meeting should be stopped.

A member of the public said that the public participation time can be at the

beginning of the meeting.

The Chairman said that the Parish Council will consider whether to move public participation to the beginning of the meeting and this matter will be placed on the next agenda for discussion.

The Chairman said that at North Norfolk District Council the public have to put their name down and write down what they are going to say. There is also a very strict time limit.

PCSO Roberts said she understood that the addenda items have been discussed in previous meetings. She said that people complain about young people having no respect, but she felt that the members of public present had no respect for the Council Members.

Cllr. Harrison said that the public have the opportunity of lobbying the Members between meetings.

If the public wish to raise an issue it can be placed on the next agenda for discussion.

A member of the public said that the most important part of the agenda on the notice board is covered by the wood in the middle and she felt this was strange. She felt that the communication was not very good concerning the new Village Hall. On the website it still says that there is a liaison group but there is no communication between meetings. There are rumours circulating the village that the land for the Village Hall was being sold to someone else.

A member of the public requested a copy of the "Notes for the public attending Parish Council meetings" paper. The Chairman said it was on the Norfolk ALC website.

A member of the public said that the fundraising group offered to pay the excess for the utilities on the Pilgrim Shelter and this should be looked at again. The heating was left on and this should be checked regularly.

Cllr. Benford said that she does check the Pilgrim Shelter regularly.

A member of the public asked why the sea defences has been left to fall away.

The Chairman said that there is no funding to repair the defences.