

MINUTES OF THE MEETING OF TRIMINGHAM PARISH COUNCIL
HELD ON MONDAY 12TH SEPTEMBER, 2016 AT 7.00 PM
IN THE PILGRIM SHELTER, TRIMINGHAM

Present:-

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

District Councillor A. Fitch-Tillett.

Julie Chance MILCM - Clerk.

Six members of the public also attended the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. S. Kirk and County Councillor W. Northam.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON MONDAY 11TH JULY, 2016

The Minutes of the meeting held on Monday 11th July 2016, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

4. PUBLIC PARTICIPATION

A member of the public reported that members of the public including children are camping in the woods and starting fires. The children were asked to put the fire out. It was **AGREED** that this would be monitored and if it becomes a nuisance would be reported to the authorities. This matter will also be reported to the next SNAP meeting

5. **COASTAL**

5.1 **Coastal Parishes Forum:-** It was reported that the next meeting will be held on Tuesday 11th October at 7.30 pm in the Overstrand Parish Hall. The Chairman and Vice-Chairman will attend together with members of the public.

5.2 **Norfolk Coast Partnership:-** The Chairman reported that he has attended the first meeting but has nothing to report at present. It was **AGREED** that this matter would be removed from the agenda until the Chairman has a report.

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

6.1 **County Councillor's Report:-** None given.

6.2 **District Councillor's Report:-** Attached.

7. **POLICE**

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

7.2 **SNAP:-** Report attached.

7.3 A member of the public reported that they have tried to ring the police on the 101 number but if it is not an emergency they regularly cut you off. It was **AGREED** that this matter would be brought up at the next SNAP meeting.

8. **WALKERS ARE WELCOME INITIATIVE**

8.1 The Clerk circulated the criteria for this scheme. It was felt that the volunteers are very busy at present with the new village hall scheme and cannot spare time to deal with the Walkers are Welcome scheme at the same time. It was **AGREED** that no further action would be taken in this matter.

9. **PLAYING FIELD**

9.1 No matters to report.

10. **HIGHWAYS**

10.1 **Potholes:-** It was reported that the potholes are being repaired and will be reported as and when they occur.

- 10.2 Lorry - Property - Cromer Road:-** The Clerk reported that she has written to Victory Housing but to date has not received a reply. It was **AGREED** that the Clerk would chase this matter and write to North Norfolk District Council Planning Department to enquire whether planning permission is required.
- 10.3 Anglian Water - Trimingham Pumping Station:-** The Clerk read a letter received from Anglian Water stating that the odour is not caused by Anglian Water's asset but appears to be coming from the local holiday site. The local Environmental Health Office and Anglian Water will be visiting the camp to ensure that they are managing their pumping station correctly and offer advice. The Environmental Health Officer will ensure that they adhere to any conditions they put on this discharge. It was **AGREED** that the Clerk would write to Anglian Water and ask whether the Parish Council can be kept informed following the site visit.
- 10.4 Fly Tipping - Furniture:-** It was reported that the furniture which was fly tipped at the junction of Water Tower Farm has been removed. It was **AGREED** that no further action would be taken in this matter.
- 10.5 Hedges - Loop Road:-** It was reported that the hedges at the Middle Street end of the Loop Road are overgrown and concealing the signage. It was **AGREED** that the Clerk would ask that this foliage be cut back.

11. FOOTPATHS

- 11.1 Norfolk Trails Footpath:-** Cllr. King reported that this footpath was cut but they missed the entrance. The Chairman of the Parish Council cut the entrance.
- 11.2** It was reported that all the footpaths were in need of maintenance. It was **AGREED** that the Clerk would ask Norfolk County Council what width the footpaths should be and a working party would be formed to cut them.

12. PLANNING

- 12.1 Planning Application No. PF/16/1191 - Alterations to roofs to rear extensions - 9 Staden Park, Trimingham, NR11 8HX:-** No objections.
- 12.2 Decisions:-** None.
- 12.3 Middle Street:-** The Clerk confirmed that she has requested an update following the site visit but to date has not received this. The Clerk will chase accordingly.

13. PILGRIM SHELTER/NEW VILLAGE HALL

13.1 Management Committee:- Report attached.

13.2 Pilgrim Shelter and Land - CIO:- The Chairman reported that once the charity has been formed and the new hall built, the Pilgrim Shelter can then be transferred to the charity. The Chairman asked the potential Trustees to look at the Charity Commission website to ascertain what is expected of them.

13.3 Fundraising Committee Report:- Attached.

14. FINANCE

14.1	The following cheques were AGREED and paid:-	£
	Clerk's Salary, Office Allowance, Stationery and Postage - Two Months	518.20
	HM Revenue & Customs - Tax Two Months	114.40
	URM - Bottle Bank	18.00
	Stuart Hutchinson - IT, Website and New Finance	75.00
	ALS Lawns and Fencing - Verges	130.00

14.2 New Notice Board - Staden Park:- The Clerk reported that she has been unable to obtain an update on the progress of the new notice board. It was **AGREED** that Cllr. Gotts will liaise with the contractor. This matter will be placed on the next agenda for a decision.

14.3 Parish Council Assets:- The Clerk circulated specifications for the maintenance of the Parish Council assets. It was **AGREED** that the Clerk would start the tender process and this matter will be placed on the next agenda for further discussion. It was **AGREED** that the two benches on the playing field which are in very poor condition would be removed. The Clerk reported that she has requested a price for the village sign to be refurbished and this matter would be placed on the next agenda for further discussion. Cllr. Gotts will give the Clerk contact details of another source for the village sign.

14.4 New Litter Bin:- The Clerk confirmed that the bin has been ordered and permission has been given from Norfolk County Council to site it on the grass at the entrance of the Playing Field access. Once the bin has been delivered to the Clerk she will liaise with Cllr. Gotts concerning the installation of the bin.

15. FOUNDATION AWARD

15.1 Foundation Award Application:- The Clerk reported that she has received feedback on the original application and she is in the process of dealing with the recommendations.

15.2 Standing Orders:- The Clerk circulated the Standing Orders with minor amendments as recommended by the Foundation Award Panel. It was **AGREED** to adopt the Standing Orders.

- 15.3 Financial Standing Orders:-** The Clerk circulated the Financial Standing Orders as recommended by the Foundation Award Panel. It was **AGREED** to adopt the Financial Standing Orders.
- 15.4 Publication Scheme:-** The Clerk circulated the Publication Scheme as recommended by the Foundation Award Panel. It was **AGREED** to adopt the Publication Scheme.
- 15.5 Compliments and Complaints Policy:-** The Clerk circulated the Policy which was due for review. It was **AGREED** that no amendments were needed.
- 15.6 Electronic Financial Scheme:-** The Clerk circulated the new electronic financial scheme which was **AGREED** and adopted.

16. CORRESPONDENCE

- 16.1 Norfolk County Council - Changes to pre-book transport in North Norfolk:-** Circulated. Noted.
- 16.2 Norman Lamb MP - Broadband:-** Circulated. Noted.
- 16.3 NALC - Newsletters:-** Circulated. Noted.
- 16.4 Local Government Boundary Commission:-** Circulated. Noted.
- 16.5 Suffolk ALC and Norfolk ALC - Devolution Paper:-** Circulated. Noted.
- 16.6 North Norfolk District Council - Local Plan Newsletter:-** Circulated. Noted.
- 16.7 North Norfolk District Council - Planning Services Changes:-** Circulated. Noted.

17. DATE OF NEXT MEETING

It was **AGREED** to change the date of the next meeting to Monday 7th November 2016. The Clerk will place the new date on the notice board and website.

18. PUBLIC PARTICIPATION

A member of the public reported that fireworks were set off in the village and enquired whether a note could be put through the neighbours' doors in future. Animals are affected by fireworks and a warning is often needed to help the owners take the necessary steps to protect their animals and to help them cope with the noise. Cllr. King will place this in the next newsletter.

A member of the public said that the holiday homes in the village need to have contact details in case of an emergency.

It was reported that pellets were raining down on a member of public's conservatory during the recent shooting session in the pit. It was requested that shooting be kept within the pit. Cllr. Gotts noted this and will deal with the matter.

There being no other business the Chairman closed the meeting at 8.16 pm.

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Chairman

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Date