

Minutes of the Meeting of Trimingham Parish Council held on Monday 7th November 2022 at 7pm at Trimingham Village Hall

Present: Elizabeth King (Chairman)
Patrick Carpmael
Chris Harrison
Tony Lyons
Catherine Moore, Parish Clerk

Also present: County Councillor Ed Maxfield, District Councillor Angie Fitch-Tillett and 5 members of the public.

1. Apologies for Absence

Apologies for absence were sent from Jackie Bradford, James Page and Danny Gotts.

2. Declaration of Interest for items on the agenda

None.

3. Minutes of the meeting held on Monday 5th September 2022

The minutes of the meeting were **agreed**, proposed by Elizabeth King, seconded by Patrick Carpmael, all in favour, and were signed by the Chairman.

4. Minutes of the meeting held on Friday 23rd September 2022

The minutes of the meeting were **agreed**, proposed by Tony Lyons, seconded by Chris Harrison, all in favour, and were signed by the Chairman.

5. To ratify the appointment of Catherine Moore as Parish Clerk

The appointment of Catherine Moore as Parish Clerk on the same terms as the previous Clerk was **agreed**, proposed by Elizabeth King, seconded by Chris Harrison, all in favour.

6. Matters Arising from the Minutes

a) Facebook Page - Update

Elizabeth King reported that she had set up a new Facebook page which would be linked to the website.

b) Website - Update

The Clerk reported that the website was completed and published, and would welcome feedback / suggestions for content.

7. Public Forum

a) Public

Elizabeth King reported that North Norfolk District Council were considering legal action regarding the Gimingham Road site.

A member of the public noted that there had been an increase in fly tipping in the village, mostly builders waste. This was being dumped in gateways. The District Councillor asked that these be reported to her with a picture so that it can be investigated by Environmental Health, who will look for some form of identification in the waste.

It was noted that there were issues with significant speeding between 9pm and 10pm most nights, Elizabeth King would discuss this with the local police officer.

ACTION: EK

b) County Councillor

The County Councillors reports had been circulated by email. Copies would be put onto the website and at the village hall.

Ed Maxfield invited comments regarding the additional funding for bus services, with more information available in his report.

The access along the footpath from the Loop Road and onto the cliff had been investigated, and the response forwarded. The issue of signage from the coast path was still being investigated and Ed would get in touch with the member of the public who had offered to walk the path.

ACTION: EM

Ed reported that the Road Safety Community Fund had a provisional application for gates and other speed mitigation measures in Trimingham, however this could jeopardise any future 20mph scheme through the village if money was spent too early. It was confirmed that this was not at the request of the Parish Council and Ed was asked to withdraw the suggestion for gates etc for Trimingham.

ACTION: EM

Regarding the Staden Park footway repairs, this was confirmed as being on the list as being funded in the next financial year.

c) District Councillor

District Councillor Angie Fitch-Tillett reported that she had missed the October Council and Cabinet meetings. A successful coastal conference had been held jointly with Suffolk. Work continued to apply for grant funding for CTAP. The Coastal Forum meeting has been successful. Rob Goodliffe would be managing CTAP from now.

Beach huts would not be moved back at Overstrand in the winter, although this was being discussed by Scrutiny shortly. This was a problem during significant storm events when they would suffer significant damage.

Regarding Gimingham Road, two notices had been served and officers were doing what they could regarding enforcement, however this was not a quick process. It was noted that this had been going on for four years. Angie offered to ask for someone from Planning Enforcement to attend the January meeting.

ACTION: AF-T

8. Highways and Other Matters

a) Gimingham Road Land

Covered earlier in the meeting.

b) Road Safety Community Fund

Covered earlier in the meeting.

9. Planning

a) New Applications

None.

b) Applications Considered Between Meetings

PF/22/2148 Woodland Holiday Park, Cromer Road: Use of land for a holiday home show area, staff parking area; erection of two substation buildings (retrospective).

NO OBJECTIONS

PF/22/2190 Woodland Holiday Park, Cromer Road: Siting of portacabin for use as an office space for 3 members of staff.

NO OBJECTIONS

10. Pilgrim Shelter / Village Hall

a) Report from the Trustees and agree any action

Nothing received.

b) Update from Management Committee

It was reported that the management team continued to work hard to provide the Hall. A concrete pad had been put down for the storage container which was awaiting delivery, this would be stored in the car park until the grass was hard enough to move it to the pad. The playground equipment was due to be installed imminently, weather permitting. The Hall remained well used with very few available time slots. The Meeting Room was being offered as a Warm Hub, this had not been hugely used however the weather had not been that cold. This was available 10.30am to 4pm Monday to Friday.

The Trimmingham Trosh was well attended with good weather, and all those who attended and helped were thanked.

On 25th November the Welcome Café would be opened again, for those with dementia and their carers. A light lunch and entertainment would be provided. The bingo nights had been a great success. A Christmas Craft Fair would take place on 4th December. On 18th December there would be an informal gathering with music, carols and mulled wine.

New volunteers for the Management Committee would always be welcomed.

c) Update on Refurbishment of Pilgrim Shelter

Elizabeth King reported that most of the work was complete, with some electrical works required and a new heater that had failed. Once everything had been completed the Shelter would be run by the Management Committee.

Chris Harrison gave a small donation to the Pilgrim Shelter Management Committee which would be passed to the Committee.

Additional electrical works were required at a cost of £210, proposed by Elizabeth King, second by Tony Lyons, all in favour.

11. Footpaths

a) Coastal Path Signage - Update

Covered earlier in the agenda.

12. Finance

a) Finances 2022/23 To Date

The Clerk reported that the last bank statement received was dated 26th August for the current account and 24th June for the deposit account. It was not known what the current balances were. The Chairman was dealing with Barclays for the change of address. The estimated accounts document was noted. The Chairman would chase up Barclays regarding the change of address and would go into branch to request a statement of transactions.

ACTION: EK

b) Insurance Cover Value – Pilgrim Shelter

With the completion of the works at the Pilgrim Shelter, the Clerk asked whether the Council wished to insure the building to full insurance value, which would require a formal valuation. The building was currently only insured for debris removal, which would not be paid out if the building went over the cliffs. It was felt that as the likelihood of rebuilding was remote, the debris policy was appropriate. District Councillor Angie Fitch-Tillett confirmed that North Norfolk District Council would not require the building to be removed from the cliff / beach if it was lost in a storm event, and that they would pay for the removal of any hazardous material.

c) Banking Arrangements

The Clerk invited Council to consider moving to Unity Trust Bank which was much more geared up for the Parish Council sector. The cost would be £72 per year, and allowed for online banking, BACS payments and a greater understanding of difficulties if an election meant a wholesale change of signatories. It was **agreed** to move to Unity Trust bank, with signatories as Elizabeth King, James Page, Patrick Carpmael and Chris Harrison, proposed by Elizabeth King, seconded by Tony Lyons, all in favour. **ACTION: Clerk**

d) Payments

It was **agreed** to pay the following, proposed by Elizabeth King, seconded by Tony Lyons, all in favour:-

C Moore	Salary & Expenses Sept – Oct 2022	£562.14
HMRC	PAYE Sept – Oct 2022	£135.60
Steve's Landscape Garden	Verge Cutting x 3	£180.00
C Moore	Website Subscription – 3 years	£172.80
R Fisher	Pilgrim Shelter – Balance	£9,560.55

13. Maintenance of Parish Assets

The Clerk reported that a replacement grit bin for Staden Park would be £100, and would need a hasp. It was **agreed** to purchase two grit bins, (Staden Park and Middle Street) proposed by Elizabeth King, seconded by Chris Harrison, all in favour. **ACTION: Clerk**

It was **agreed** that they would be delivered to Chris Harrison where they would be deployed and the grit moved across, with the old grit bin removed.

14. Defibrillator

The Clerk handed round a template check form which she used at another parish, Elizabeth King would send the Clerk the details for the person who would carry out the inspection, it was noted that these needed to be recorded via the reporting form. **ACTION: EK**

15. Correspondence and Consultations

a) North Norfolk Planning Department Consultation on Service Quality

The consultation had been circulated with the agenda papers and a response was put together. **ACTION: Clerk**

b) Stalham Town Council Infrastructure Levy Letter

A letter regarding a request to Duncan Baker to support the Infrastructure Levy Bill was noted. It was **agreed** to send a letter to Duncan Baker asking him to support the Infrastructure Levy Bill. **ACTION: Clerk**

c) Rural Mobility Survey

The Survey had been circulated ahead of the meeting and a response was put together. **ACTION: Clerk**

d) General Correspondence

None.

16. Other Matters

a) Schemes for Norfolk County Council Parish Partnership Scheme 2023/24

i. Feasibility Study – 20mph Limit

It was noted that the Study would cost £3,000, and that County Councillor Ed Maxfield had offered to fund the Parishes 50%. It was **agreed** to make an application. **ACTION: Clerk**

ii. SAM2 Device

The Clerk reported that a SAM2 device would cost approx. £3,500, with 50% being funded by the precept. The Council would need to consider suitable locations within the 30mph limit. It was **agreed** not to make an application at this time.

iii. Low Level Fencing at the Car Park

Chris Harrison reported that this would be done privately.

b) First Draft Budget 2023/24

The Clerk presented the first draft of the budget for 2023/24, noting that the tax base information had been received. Council could defer a decision on the precept until the January meeting, however this was the opportunity to put forward projects for pricing.

It was noted that there had been a suggestion that the Pilgrim Shelter could be amalgamated with the Village Hall for the purposes of a Management Committee. It was noted that benches would be ordered for Middle Street and Staden Park, however it was felt that this could be purchased from existing funds once the bank statements had been received and the accounts reconciled. **ACTION: Clerk**

c) Copse of Ten Trees

Elizabeth King suggested that some trees could be planted, and Angie Fitch-Tillett had suggested that some free trees were available. It was noted that trees would not be permitted along the roadside verges. It was **agreed** that Elizabeth King and Tony Lyons would have a walk around the village to see what might work. **ACTION: EK / TL**

d) Coastal Transition Accelerator Programme (CTAP)

Terry Brown had attended the recent meeting.

e) Meeting Dates 2023

The meeting dates were considered. The Clerk noted that Monday 8th May would now be a Bank Holiday therefore that meeting would need to move to Monday 15th May. The meeting dates were **agreed**. **ACTION: Clerk**

17. **Date of Next Meeting**

The next meeting would take place on Monday 9th January 2023 at 7pm at Trimmingham Village Hall. The meeting closed at 8.55pm.

CHAIRMAN