

**Minutes of the Meeting of Trimingham Parish Council held on
Monday 5th September 2022 at 7pm at Trimingham Village Hall**

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

Also present: County Councillor Ed Maxwell, District Councillor Angie Fitch-Tillett and 11 members of the public.

Prior to the meeting the Chairman thanked the outgoing Chairman and Clerk for their service to the Council and noted that a letter of thanks would be sent.

1. Apologies for Absence

Apologies for absence were sent from Danny Gotts.

2. Declaration of Interest for items on the agenda

None.

3. Co-option of Parish Councillors

It was **agreed** to co-opt Jackie Bradfield, proposed by Elizabeth King, seconded by Tony Lyons, all in favour. It was **agreed** to co-opt Jim Page, proposed by Chris Harrison, seconded by Patrick Carpmael, all in favour. The Declarations of Acceptance of Office were signed and the new Councillors took their seats at the table.

ACTION: Clerk

4. Election of Vice Chairman

Jim Page was elected as Vice Chairman, proposed by Patrick Carpmael, seconded by Chris Harrison, all in favour.

5. Minutes of the meeting held on Monday 22nd August 2022

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

6. Matters Arising from the Minutes

a) NNDC CTAP Programme - Update

It was noted that Terry Brown wished to remain an active part of this. The District Councillor noted that the officers from North Norfolk District Council were pulling together information for later distribution.

b) Facebook Page - Update

This had not yet been progressed.

ACTION: EK

c) Parish Clerk Recruitment - Update

The role has been advertised and would close on 23rd September 2022. There had been one application and one expression of interest so far.

d) Website - Update

Work would begin on the website this week.

ACTION: Clerk

7. Public Forum

a) Public

A member of the public reported that an enforcement notice had been served in relation to the Gimingham Road campsite. It was not possible to see whether this was being complied with yet.

b) County Councillor

County Councillor Ed Maxwell reported that the coastal path improvements were still be pursued with a view to looking at accessibility to the path, which would have a number of benefits. The difficulties of travelling from one end of the village to the other were highlighted. The signage issues had been followed up straight after the last meeting.

c) District Councillor

District Councillor Angie Fitch-Tillett reported that the only meetings during the summer had been Planning, with nothing relating to Trimmingham.

A member of the public asked whether the coastal footpath could be signed better as he was having problems with people coming up his driveway, and that hedges needed trimming so that signs could be seen. County Councillor Ed Maxwell hoped that this would form part of the review of signage. **ACTION: EM**

A member of the public noted that a fence was required at the end of the campsite as children were running straight out onto the road, next to the footpath. District Councillor Angie Fitch-Tillett would look into this. **ACTION: AF-T**

A member of the public asked whether a sign could be put up saying 'no access to the coastal path' at the end of the Link Road. It was noted that there was a bad dip along the path which could not be traversed with a mobility scooter, which would also form part of the review of accessibility.

A member of the public noted that there was a problem with people using private roadways to try to access the beach but ending up at the cliff. It was noted that people also climbed the cliffs, onto the old end of the Loop Road and into the garden.

8. Highways and Other Matters

a) Gimingham Road Land

It was noted that an enforcement notice was served on 24th August and that the District Council could consider prosecution of it was not complied with.

b) 20mph Speed Limit

County Councillor Ed Maxwell reported that the Community Road Safety Scheme did not cover 20mph limits. A discussion had revolved around whether a feasibility study could be funded through the Parish Partnership Scheme, which was an assessment of what could practically be done to slow traffic through the village. Ed stated that he would cover the remaining 50% from his Local Member Highways budget, if the Council was successful with a 50% Parish Partnership Scheme application. Ed had spoken to Graeme Bygrave regarding this, Norfolk County Council was in the process of looking at their policies for 20mph limits, although it was unlikely that this would be progressed until spring 2023 at the earliest; and noted that there was unlikely to be central government funding available. Works would have to take place to the road to facilitate a 20mph, including narrowing the road, which would still have to be funded.

It was expected that a feasibility study would look at what engineering could be put in to facilitate a 20mph zone. It was possible that the feasibility study could place Trimmingham higher in the list for a 20mph zone.

It was **agreed** to put in an application to the Parish Partnership Scheme for a feasibility study. **ACTION: Clerk**
Ed Maxwell agreed to give the Clerk information to support the application.

ACTION: EM

Jim Page gave an update on Community Speedwatch, noting that over the last 12 months there had been 300 vehicles identified as speeding however some hadn't been followed up due to issues such as getting number plates wrong. The Group was now down to four members so would only be able to do monitoring once per month. It was noted that the signage did immediately slow vehicles down. Two people at the meeting offered to volunteer for Community Speedwatch.

The Chairman reported that 20mph limits were enforceable, and noted that home made bird boxes that looked like speed cameras were permitted now.

The issue of noisy motorbikes was noted, the Police were aware of this and were trying to carry out more visible policing during night time.

- c) Staden Park Footway
Ed Maxwell reported that £20,000 had been allocated in the 2023/24 highways budget for these works.
- d) Update from SNAP
No meeting had taken place.

9. Planning

- a) New Applications
None
- b) Applications Considered Between Meetings
None

10. Pilgrim Shelter / Village Hall

- a) Report from the Trustees and agree any action
A report had been submitted by Terry Brown, who would continue in his role for a further year. The driveway had been repaired and the container had been ordered. The Committee Room would be opened as a 'Warm Hub' 9.30am to 4.30pm daily. A further £2,500 had been donated to the play area fund, and this was being ordered shortly. A swing set, basket swing and a climbing frame was being purchased. It was hoped that further equipment could be purchased later on.
- b) Update from Management Committee
The Team had continued to work hard to provide the Hall. The drainage had been sorted out and appeared to work during a recent storm. The pad had been laid at the back for the storage container and would not go above the lines of the Hall, making it visually unobtrusive. This could be hidden with trellis, and it was confirmed that planning permission was not required. The Hall was being well used with very few available slots. The 'Warm Hub' would be cost neutral as the Hall was already being heated, and it was hoped that not too many volunteers would be needed as the

people attending were capable but just needed to have somewhere warm to go. The Dog Show and Car Boot Sale was well attended. The Trimmingham Trosh was coming up at the beginning of October. The Committee would welcome new members to the Management Team.

It was asked whether a plea for volunteers had been put into the parish magazine? This had been advertised, however the magazine was being revamped and it could also be put onto the Facebook page.

c) Update on Refurbishment of Pilgrim Shelter

Liz King reported that she had been in contact with the builder, and it was hoped work would start week beginning 12th September 2022. The Council needed to discuss an advance of money. The lights had been put in, the boiler had been installed and the electrics had been revamped. It was confirmed that there had been no change to the quoted prices.

d) Letter from Pilgrim Shelter Management Committee

A letter had been received from the Management Committee outlining compensation for loss of income for the duration of works. It was questioned whether the cost of materials had been deducted from the figures, or whether this was just the income. It was **agreed** not to make a contribution, proposed by Liz King, seconded by Chris Harrison, 5 in favour, 1 against, motion carried. The Chairman would reply to the letter.

ACTION: EK

11. Footpaths

a) Coastal Path Signage - Update

Covered earlier in the agenda.

12. Finance

a) Finances 2022/23 To Date

The Clerk noted that there was no change since the last meeting.

b) Completion of External Audit 2021/22

The Clerk reported that the external audit had been completed and circulated the external auditors report. The Notice of Conclusion of Audit would be published once the new website was ready.

ACTION: Clerk

c) Approval of Internal Controls

The Clerk presented the Internal Control document which was **agreed**.

d) Insurance Cover Value – Pilgrim Shelter

It was noted that the Pilgrim Shelter was only covered for debris removal in the event of a total loss, as well as public liability. The Clerk was clarifying with the insurers that debris removal would include from the cliffs / beach if the building was lost in a storm, as it was known that in other locations a beach clean up was treated as asbestos which would significantly increase costs. The Clerk would circulate an update to Councillors.

ACTION: Clerk

e) Payments

It was **agreed** to pay the following, proposed by Chris Harrison, seconded by Jim Page, all in favour:-

C Moore	Salary & Expenses August 2022	£198.24
HMRC	PAYE August 2022	£39.60

PKF Littlejohn	External Audit Fee	£240.00
Wilkinson Electrical Limited	Pilgrim Shelter Works	£288.00

13. Maintenance of Parish Assets

It was noted that there were problems with the hinges on the grit bins, with the grit bin at Staden Park needing to be replaced. The Clerk was asked to get prices.

ACTION: Clerk

14. Defibrillator

Liz King reported that Duncan Reynolds was happy to undertake the inspections on behalf of the Parish Council, this offer was gratefully accepted. A reporting regime would be set up.

ACTION: Clerk

The pads and batteries had been recently replaced.

15. Correspondence and Consultations

It was noted that 'Cromer Cares' was handing out grants to those over 65 years old, or with disabilities and a carer. These were not means tested, and information would be available to take away at the end of the meeting.

16. Other Matters

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

The Clerk was asked to get prices for a SAM2 device.

ACTION: Clerk

Councillors were asked to consider locations for a SAM2 device in 30mph areas of the village.

ACTION: ALL

It was suggested that the car park wasteland should be fenced in to prevent vehicles going further than the car park, as this was a safety issue. This was also a concern around crumbling cliffs. Chris Harrison offered to pay the remaining 50%, and would get some prices for low level fencing which would still allow foot access. **ACTION: CH**

b) Review of Council Policies and Risk Assessments

The Clerk presented a full review of the Council's policies and risk assessments. It was **agreed** to adopt the policies as presented.

ACTION: Clerk

c) To consider signing the Civility and Respect Pledge

The Clerk presented the Civility and Respect Pledge, which invited all councils to demonstrate their commitment to treating all councillors, staff, members of the public, contractors and representatives of partner organisations with civility and respect in their roles. It was **agreed** to sign the pledge, proposed by Elizabeth King, seconded by Chris Harrison, all in favour.

ACTION: Clerk

Jim Page highlighted that the Harvest Festival was coming up and was happy to supply more information on this.

17. Date of Next Meeting

The next meeting would take place on Monday 7th November 2022 at 7pm at Trimmingham Village Hall. The meeting closed at 8.25pm.

CHAIRMAN