



## **Minutes of Trunch Parish Council Meeting**

**Held on Tuesday 10<sup>th</sup> June at 7pm  
At Trunch Village Hall**

Present: Cllrs Richard Miles (Chair), Gaynor Houlton, David Houlton, David Burns, David Shapcott, Charlie Yaxley, Karen Randell, County Councillor Ed Maxfield, District Councillor Peter Neatherway, Parish Clerk Tracy Neave, two members of the public.

1. Apologies for absence: Cllr Malcolm Bulley
2. Co-option of Parish Councillors: Charlie Yaxley and Alan Bowker were co-opted on to the Council and welcomed by all. Both signed acceptance of office forms and have completed their register of interest documents.
3. Declaration of interest for items on the agenda and to consider any requests for dispensations:  
Cllr Miles Village Hall Trustee
4. The Minutes of the meeting held on 13<sup>th</sup> May 2025 were agreed and signed by the Chair Cllr Miles.
5. Public Participation
  - 5.1 County Councillors report: report circulated via email. Cllr Burns queried when the postponed drainage work will take place near the social club: Cllr Maxfield said he would investigate. Cllr Burns queried whether the trod path could be revisited with smaller width dimensions. Cllr Maxfield said it was unlikely due to the dimensions of the width of the road.
  - 5.2 District Councillors report: Cllr Neatherway attended a presentation regarding the BT digital changeover and felt positive about the future. Cllr Yaxley suggested creating a FAQ factsheet about this for the website and Mardle. Cllr Bowker advised there are still mobile blackspots. Cllr Neatherway said to report these to him. BT have offered to attend parish council meetings: Cllr Neatherway to contact BT to investigate a joint parish event.
  - 5.3 Public Participation: one member of the public spoke about the fence around the play area and said that it was reportedly a historical fact that the play area was fenced and raised concern about unleashed dogs near the play area.
6. Correspondence
  - 7.1 Mobile phone coverage survey North Norfolk District Council
  - 7.2 Planning Inspectorate ROW/3345919
  - 7.3 Internal Audit Report 2024/5
  - 7.4 Local government reorganisation
8. Matters Arising from previous minutes and new items.
  - 8.1 Application for grant for Goalposts sent to Trunch Garden Society
9. Finance and Administration
  - 9.1 Bank statements and bank reconciliation
  - 9.2 Payment schedule: (authorised)

202527

29.5.25	Davis Sports	-437.99
2.6.25	Davis Sports	60.00
30.5.25	Clerk salary	-626.76
30.5.25	Clerk expenses	-75.95
2.6.25	TT Jones	-53.08
2.6.25	Village Hall Grant	-100.00
2.6.25	Tim Jones	-1143.00
9.6.25	BH Accounting Services	-95.00

9.3 The accounts for year ending 31<sup>st</sup> March 2025 were agreed.

9.4 The Annual Governance Statement was authorised by the Council and signed by the Chair and Clerk.

9.5 The accounting statements for 2024/2025 was authorised by the Council and signed by the Chair and Clerk.

9.6 Correspondence received from St Johns Trust although account closed: clerk investigating

## 10 Highways

10.1 To receive any Highways matters and agree actions: Highways have completed most of the work that was recently reported including completion of the sunken pavement on Kingsley Close. It is good to see the work on Swafeld Bridge completed.

11. Playing Field: to receive any playing field matters and agree actions including working group recommendations

11.1 Removal of the fence around the play area will be discussed further within the working group. It was agreed that Cllr Yaxley will be Playing Field Lead. The Council have received one letter and one email with views against removing the fence. Two face to face conversations gave one positive response and one negative response in removing the fence. Cllr Burns stated that replacing the fence could cost up to £7000 and will obtain quotes. Action Cllr Burns

11.2 Clerk to investigate cost of group inspection training.

11.3 Any other issues: The basketball back board has arrived and will be installed by Cllrs Burns and Yaxley. Action Cllrs Yaxley/Burns

## 12. Planning

12.1 New Planning Applications: PF/25/0510 Rookery Farm Barn NR28 0QB demolition of barn, removal of conifer hedge, change of use of land to residential garden, conversion of store building: no objection

12.2 Decisions PF/25/0315 Intarsi to build two bungalows application withdrawn

12.3 Appeals: none

## 13 Footpaths

13.1 To receive footpath matters and agree action: Cllrs Bowker and Randell to be joint foot path lead and to develop rota for inspection. Action Cllrs Bowker/Randell

## 14 To receive a report and consider any actions

14.1 Allotments: Cllr Miles is currently in discussion with the Diocese to extend the allotment tenancy to a six-year lease. Action Cllr Miles

14.2 Community Speed: It was agreed that Cllr Bowker will be lead for community speed. The data from the Samsign device will be more readily available in an understandable format. Cllr Bowker will distribute the speed. There was a discussion regarding speeding devices and what could be done to prevent speeding. Clerk to contact Highways. Action Clerk

14.3 Neighbourhood Plan: the settlement boundary is now clarified with NNDC. The plan is progressing although funding not available until early next year for consultancy and conveying costs. Action Cllr Miles/Burns

14.4 Good Neighbour Scheme: Cllr Burns to write an article for Mardle. Request for old mobile phone

202528

as old phone is now defunct. There remains a good uptake from parishioners and local area.

14.5 The Environment date is set for Thursday 11<sup>th</sup> September 1pm to 4pm at Trunch Village Hall. There will be table displays and presentations, including TVS, NNDC energy and grants, solar company, Fairtrade, birds and the environment, art team display. Action Cllr Burns

15. General Parish Issues (for information only)

Clerk on leave 28<sup>th</sup> to 5<sup>th</sup> July

16. Date of next Parish Council Meeting 8<sup>th</sup> July 2025 7pm Trunch Village Hall

Meeting closed 8.30pm