



# Trunch Parish Council

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## MINUTES OF THE MEETING OF TRUNCH PARISH COUNCIL HELD IN TRUNCH VILLAGE HALL ON TUESDAY 9<sup>TH</sup> JUNE 2026 AT 7.00PM.

These minutes are considered draft until they are agreed by council at the next meeting.

### PRESENT:

Cllr David Burns (Vice Chair, who agreed to chair the meeting), Cllr Richard Miles, Cllr Alan Bowker, Cllr Karen Randell, Cllr Malcolm Bulley.

Cllr Mal Gray, Norfolk County Council and Cllr Peter Neatherway from North Norfolk District Council.

Kay Montandon (Parish Clerk). 4 members of the public were present.

#### 1. Notice of Casual Vacancy and Permission to Co-opt a Member

Notice has not been received from NNDC that the period of notice of a casual vacancy is over and Council is free to co-opt a new member. This item is deferred until July.

#### 2. To Receive Apologies for Absence

Apologies were received from Cllrs Gaynor Houlton, David Houlton and David Shapcott

#### 3. To Receive Declarations of Interest and Grant Requests for Dispensations

Cllr Miles is an allotment holder and Cllr Bowker is Church Treasurer.

#### 4. To Confirm the Minutes of the Meeting Held on 12<sup>th</sup> May 2026

The minutes were agreed and the Chair signed them as a true and fair record of the meeting.

#### 5. To Note Matters Arising from the Previous Minutes, not Elsewhere on the Agenda

There were none.

#### 6. To Receive Reports from County and District Councillors, and the Police

Cllr Neatherway gave a report on the work of the North Norfolk District Council which includes a lot of coastal defence work at the moment. The Chair asked for help with the parking issue on Cornish Avenue where properties without driveways are forced to park on the narrow road. Cllr Neatherway will visit to understand the issue better.

Cllr Gray gave his report on the work of Norfolk County Council and the halting of all work on the Local Government Reorganisation. The Cllr has identified a contractor for highways work who could quote for the Pedestrian Refuges and has also been enquiring into inspections to identify properties that are not being lived in full time. Pot hole reporting is also part of his remit and he offered to chase those reports up if the repairs are taking a while.

There was no police report, but Cllr Miles had attended the community police meeting and reported on the reorganisation of the local policing structure which will result in the police officers based in North Walsham being placed elsewhere. The Clerk shared the crime statistics map for Trunch which showed no crimes reported.

#### **7. To Appoint Councillors to co-ordinate the Council responsibility for the Playing Field:**

It was agreed that Cllr Bulley would cover this area for the next few months and then Cllr Burns would resume overall responsibility. The Working party will continue to carry out the bulk of the work including the safety inspections.

#### **8. Correspondence**

To note any issues brought to the attention of the council since the last meeting.

A resident has noted that a bus collided with the shelter on North Walsham Road, which they witnessed in January and assumed had been reported by the driver. Clerk has been in touch with Sanders who agreed their driver had hit the bus shelter and offered to help with the costs of replacement.

A resident has also requested that spare cabling at the end of Cornish Avenue is removed by the contractor. Clerk contacted Open Reach and the cable has now been removed.

#### **9. Finance and Administration**

a) The monthly bank reconciliation, expenditure versus budget and bank statements were received and signed by the Chair.

b) The Council agreed that the following payments be made:

\* Payments agreed in advance of the council meeting due to urgency, using Clerk powers under the Financial Regulations to authorise payments between council meetings.

| Date of invoice | Payee                            | Amount          |
|-----------------|----------------------------------|-----------------|
| 28/05/2026      | Windows Pro – RLS Computers      | £75.00* ex VAT  |
| 14/05/2026      | JRB – dog poo bags               | £111.06*inc VAT |
| 10/06/2026      | Clerk salary                     | £394.96         |
| 10/06/2026      | PAYE DD                          | £75.40          |
| 10/06/2026      | Clerk mileage Jan, Feb, Mar, Apr | £32.40          |
| 08/7/2026       | ICO Registration DD              | £47.00          |
| 10/06/2026      | Tim Jones Grass Cutting          | £1177           |

c) The following receipts were noted:

| Date of receipt | Payor        | Amount |
|-----------------|--------------|--------|
| 30/04/2026      | NNDC precept | £15168 |

#### **10. Governance and Transparency**

a) The Council discussed whether the working parties for playing fields, speeding etc are formal working groups and require terms of reference and resolved that they were in fact informal working parties that met infrequently to carry out work at the playing field or

around the village and did not need any terms of reference.

- b) The Council discussed the possibility of full council training and agreed to accept the quote that has been circulated prior to the meeting and appoint Norfolk Parish Training Services to carry out a training for as many councillors as possible one evening for 2 hours at £320 plus VAT. Clerk to arrange a suitable date.

#### **11. Highways**

- a) The Council discussed the damaged bus shelter that requires replacement. This has been damaged by a bus. A witness saw a bus collide with it in January. Sanders have been contacted and they have apologised for not being in touch and admitted their driver had reported an accident with the bus shelter. The Clerk will ask Sanders to cover the cost of replacing the damaged shelter through their insurance. The Council reviewed the quotes received for the replacement shelter and decided they would accept the one from Westcotec at £8222 incl VAT which was the cheapest. The Council also decided to apply to the BSIP Grant from NCC to replace the shelter on the opposite side of the road to the damaged one so that they match. Cllr Neatherway offered his support with obtaining the funding for the second shelter.
- b) The Council supported the application to NCC Highways on behalf of the Parish Council for a planter to be managed by the Gardening Society at the entrance to the village from the Swafeld direction. The Council suggested that another planter could be placed at the Social Club and the Gardening Society could discuss that directly with the Social Club as it would be on their land.

#### **12. Grass cutting**

The Council decided no changes were required to the schedule of cuts and that the Green should continue to be cut by volunteers to a rota. The grass cutting schedule can be revised next year.

#### **13. Playing Field**

Quotes for new surfacing to the play area/s were discussed – wet pour and bonded resin options. The contractors will be visiting to discuss and quote. The cost is likely to be around £6,000 not including disposal of the old surface. There is a budget of £9,000 for this purpose so the Council resolved to continue to obtain full quotes.

The Council considered a request from a resident about a football team end of season celebration. This would be at the beginning of the summer holidays. Parents would be present. Council was supportive and requested notification of date so that they could ensure the playing field was free of any contractor activity like grass cutting etc.

An update on the Monkey Wall application was provided by the Clerk – the Lottery Application has been submitted.

#### **14. Village Green**

Permission has been granted to do a trim of the tree to balance it, but this will be done later in the year when nesting season is over.

## 15. Planning

To consider applications, decisions or enforcements.

NNDC Ref: PF/26/0829

Date: 26th May 2026

Proposal: Erection of one and a half storey detached house and garage (self build)

Location: Warren Farm, Chapel Road, Trunch, North Walsham, Norfolk, NR28 0QG

<https://idoxpa.north-norfolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TDTWP1LNH9H00>

Comments by 16/06/2026

The Council Objects to the planning application due to the proposed use of Wrights Loke for access. The Council considers this too narrow for safe access and also is of amenity value to the residents who walk there. Development would potentially damage the trees in the loke.

There were no decisions or enforcements to consider.

## 16. To Receive Reports on Council Services and Projects

a) Allotments: A half plot is available on Mundesley Road. Allotments are looking good.

b) Community Speedwatch and SAM2: Cllr Bowker gave his report:

The **SAM2** unit has been placed onto the 30mph sign near Blooms Turn for the past two weeks. It captures vehicle speed prior to the 30mph signs on the gates. I monitored my speed returning from North Walsham where I slowed to 28mph which flashed up on the unit. I have done the usual heat maps for the fortnight and an analysis of the last six weeks as that captures the unit being in 3 places on North Walsham Road and Blooms Turn, Methodist Church and Bus stop. I am looking at the vehicles that have passed when the driver is doing between 30mph and 35mph, 35 to 40 and 45 to 50.

Blooms turn: 20,119 vehicles - 46% between 30 and 35, 21% 40-45 mph and 7% 45-50mph.

Methodist Church: 20,330 vehicles - 22%, 6% and 2% respectively

Bus stop: 16,432 vehicles - 12%, 2% and 0.3% respectively.

52 vehicles over the 6 week period exceeded 55mph.

Clerk will investigate the possibility of having a specific page on the Parish website for the traffic speed data.

**Speedwatch.** Cllr Miles gave his report: The last SW session involved a police officer. It was at 8am. Not a very busy time on the road and only one speeding vehicle with a driver providing helpful hand gestures to the speed watch team. The officer took the registration and visited the driver later to give an official caution for both speeding and anti-social behaviour.

Cllr Gray has offered to find out more about the possibility of having a replacement for the VAR flashing speed sign that was damaged by a vehicle 2 years ago and no longer works. Cllr Gray will also meet with NCC Highways to discuss the speeding data and see if any mitigations may be possible.

Councillors have worked on the village gates to clean them up so they are more visible and hopefully stimulate a reduction in speed as drivers approach the village.

- a) Neighbourhood Plan objectives: Cllr Burns reported that the provisional plan has been shown to NNDC, feedback is expected from councillors, and the next stage is the public consultation which will be widely advertised.
- b) Good neighbours scheme: Cllr Burns reported that they have had a busy month so far and are making a real difference and expressed thanks to the volunteers.
- c) Footpaths: Cllr Bowker gave his report: A new signpost has been installed on RB8. A footpath audit will be carried out in the Autumn. A resident has asked about progress on FP5 which needed some work to keep it usable. Cllr Gray to help with discussions with NCC on this.

#### **17. Defib for Village Hall**

The Council agreed to accept the previously circulated quote for supply of a defib outside the Hall in a wall-mounted cabinet and an internal mobile AED that could be used for events at the hall and in the village. The Village Hall will contribute £800 to the total cost of £2125.20 (inc VAT). This new proposal is a third of the cost of an alternate quote. The battery in the proposed AED lasts up to 5 years bringing down the cost of maintaining the defib long term.

#### **18. Public Participation**

A member of the public enquired about a SAM unit positioned outside the village boundary, which actually belongs to Mundesley parish. They also asked whether a 20 mph speed limit would help to reduce the overall speeding in the village. Cllr Gray is of the opinion that a 20mph zone is expensive to introduce and not that effective.

Cllr Gray proposed the idea of planting a Hope Garden for everyone to be able to use for reflection and peace, especially those who have lost someone. Cllr Burns agreed to approach the Gardening Society to see if they would be happy to take a lead.

#### **19. General Parish Issues**

A missing dog poo bin was reported. Cllr Gray will try to find out where it has gone if anything to do with the higher councils.

#### **20. Date of Next Meetings**

Tuesday 14<sup>th</sup> July 2026 7pm  
 8<sup>th</sup> September 2026  
 13<sup>th</sup> October 2026  
 10<sup>th</sup> November 2026  
 8<sup>th</sup> December 2026 at Trunch Village Hall

**The Chair closed the meeting at 8.22pm**

**Signed..... Date.....**