

Pre-Meeting Business: The Chairman stated that Mrs. White was present as a representative of the local press and was not a member of the Parish Council

Public Participation: A parishioner stated that the Prince William Wood fence is actually owned by Breckland Council or, more specifically, RFT Services, part of Flagship Housing. Mr. Labouchere had previously proposed to fix a rubber buffer to the gate at the entrance of the wood to reduce the noise made when it is opened and shut. He is also of the opinion that a wooden gate would be better than the present iron one which rattles. Contact details of RFT Services will be provided by the parishioner so that ownership of the fence and gate can be confirmed.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 6th June, 2018**

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043 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. M. Gower, Mr. P. Grainger, Mr. J. Labouchere, Mr. C. Robinson, Mr. C. Smith, Dr. P. Wade-Martins and Mrs. D. Warner.

Also in Attendance: Mr. K. Webb (Clerk), Mrs. M. White (Elmham News + Dereham and Fakenham Times) and five parishioners.

044 To Consider Apologies for Absence:

None

045 To Receive Declarations of Interest:

The Chairman reminded the meeting that, should the occasion arise, interests should be declared by Councillors as soon as this was realised, and the interest should be minuted.

046 Minutes of Meeting held on Wednesday, 2nd May, 2018:

Resolved to approve the minutes as a true and accurate record. Proposed by Mr. Labouchere and seconded by Dr. Wade-Martins. Agreed by all.

UPDATED INFORMATION AND MATTERS ARISING

047 Land Management Matters (item 006)

- (a) Village Green A plastic bench has been selected but Mr. Brown has been unable to make contact with the contractor. An alternative provider will be identified. The electricity company is due to visit to cut back some tree branches which are close to wires.

(b) Cathedral Ruins Dr Wade-Martins reported that:

(1) English Heritage have postponed the installation of temporary raking shoring to prop up the wall in Bob Fletcher's garden and no new details are forthcoming. They have been warned with photographs that the wall is close to collapse.

(2) Grass growth was exceptionally strong this year, so the grass in the main area was left uncut for the cow parsley to flower magnificently and it has since been cut. A smaller area will be left and allowed to flower another year.

(3) Historic England have changed their minds and have agreed that the hedge along the north side of the site can be planted this winter without any formal consent.

(c) Cathedral Meadows Mr. Gower reported that all volunteers are in place. Regular reports will be made on the website and in Elmham News.

(d) Broom Green Nothing to report

(e) Millennium Wood Mr. Duffield has disposed of the fallen tree.

(f) Bridleway on disused railway line Nothing to report

(g) Prince William Wood Nothing to report.

048 Street Lights (item 007)

There is a new street light post in Larch Grove but no lamp. We are waiting for U.K. Power Networks to take appropriate action. Mr. Fitzalan Howard will chase.

049 Highway Matters (item 008)

Dr Wade-Martins reported that:

(1) County Highways have confirmed that they have received our order to proceed with the build-out in Holt Road and that their Highways Engineer will contact us to let us know the planned programme date for the works.

(2) The County Council have just announced the details of the next round of the Parish Partnership Scheme. There is an upper limit of £25,000 per parish for bids. The closing date is 7th December, with decisions announced in March 2019. Our Parish Council has already decided to make improvement to the car parking in Eastgate Street the subject of our next bid.

(3) We have been advised that the Highway Ranger scheme has been abandoned, but a call had just come in offering to supply a man with a lorry to come and fix our Highways problems on Friday. Dr Wade-Martins said that he will give priority to repairs to the Safe Route to School and the apparently collapsed drain at the junction of Oak Avenue and Cathedral Drive. He also has details of problem potholes.

Mr. Grainger is to meet P.C. Lucas on 7th June to discuss speeding issues.

050 Eastgate Centre (item 009)

Nothing to report.

051 Pavilion and Playing Field – Play Area (item 010)

A sign has been obtained for the skatepark. There is no football team at the moment.

- 052 Dog Fouling (item 011)**
Nothing to report.
- 053 Allotments (item 012)**
There are two plots remaining for hire. The pathway needs to be levelled. A quotation is to be obtained.
- 054 Community defibrillator (item 013)**
Nothing to report
- 055 Play equipment and car park proposals (item 014)**
Nothing to report
- 056 Detailed information map for village/Notice and Information Boards (item 015)**
Nothing to report
- 057 Volunteers (item 016)**
Nothing to report
- 058 Village Maintenance (item 017)**
Nothing to report
- 059 Village Institute Hall (item 018)**
Nothing to report
- 060 Village Resilience Plan (item 019)**
Nothing to report
- 061 Bus routes (item 020)**
Nothing to report
- 062 Discussions with the Mid-Norfolk Railway Company (item 021)**
Nothing to report
- 063 Website (item 022)**
Nothing to report
- 064 Shared Access – telecommunications mast (item 023)**
Nothing to report

- 065 Neighbourhood Plan (item 024)**
Mention was made of a report from Yaxham Parish Council. They had spent a considerable amount of time and money on producing a Neighbourhood Plan only to have it effectively ignored by the planning authorities who had given permission for 77 new dwellings in a settlement of only 204 homes. 92% of the community had voted on the village remaining small and rural. It was felt that North Elmham Parish Council's decision not to proceed with a Neighbourhood Plan was justified.
- 066 State of the village (item 025)**
Nothing to report
- 067 Individual duties/responsibilities of members (item 026)**
Nothing to report
- 068 The new Data Protection regulations (item 027)**
Nothing to report
- 069 Sewage flooding in Wensum Drive and adjacent areas (item 028)**
Nothing to report.
- 070 Report on ANPR (automatic number plate recognition) system (item 030)**
Nothing to report
- 071 Views on utilisation of monies received from Shared Access (item 031)**
The consultation questionnaire had gone out to parishioners.
- 072 Flashing speed lights for Station Road (item 032)**
Mr. Grainger reported that the monitors will cost £2.8K each plus £250 to capture data and £100 for bluetooth connectivity. Therefore, the total price for two is £6.3K. Mr. Grainger proposed that two cameras be purchased and this was seconded by Mr. Phillips. All in favour. Mr. Borrett has already forwarded the sum of £2K to support this project.
- 073 Original transfer of Prince William Wood from Breckland Council (item 033)**
A copy of the agreement dated 5/5/62 is awaited.
- 074 Traffic and parking issues in Eastgate Street (item 034)**
Nothing to report
- 075 Member to act as planning applications "watcher" (item 035)**
Nothing to report
- 076 Demise of North Elmham Football Club (item 036)**
Jackie Price had forwarded £95 which clears the arrears. The goal posts are being left and Mr. Brown will secure one goal to the fence.

077 Church Meadow update

The purchase has been completed for a price of £25K. The cost of a suitable gate is to be provided by Mr. Duffield. Mr. Fitzalan Howard and Dr. Wade-Martins, who are to have responsibility for this new asset, will consider gate positions and options.

078 Accounts for Payment and Schedule of Income**a) Resolved to approve the following Accounts for payment:-**

14/5/18	E-on (street lights – April)	£153.36
6/6/18	Norse (monthly grounds maintenance)	£847.34
6/6/18	K. Webb (Clerk’s pay for May)	£631.80
6/6/18	HMRC (tax on Clerk’s pay)	£102.40
6/6/18	HMRC (National Insurance on Clerk’s pay)	£9.03
6/6/18	Thinking Rural (payroll for May)	£12.00
6/6/18	D. Tyson (pavilion cleaning for May)	£93.96
6/6/18	J.R.G. Fletcher (key keeping – April and May)	£62.50
6/6/18	J. Duffield (work in Cathedral Ruins)	£737.14
6/6/18	Westcotec (street lighting maintenance annual fee)	£598.50
6/6/18	Elmham News (advertising inserts)	£42.00
6/6/18	Garrod Partnership (repairs to fence, posts and rails at pump)	£1,056.00
6/6/18	Wensum Print (sign)	£21.60
23/5/18	BHIB (annual insurance)	£572.69
15/5/18	Ward Gethin Archer (purchase of Church Meadow, inc fees)	£26,351.00
6/6/18	Petty Cash	£200.00
29/5/18	Public Works Loan Board (repayment – Village Green)	£626.45
29/5/18	Public Works Loan Board (repayment – Streetlights)	£1,753.41

(Expenditure approved by all members)

b) Schedule of Income:

3/5/18	Pavilion takings	£267.00
11/4/18	North Elmham F.C. (to clear rent arrears)	£95.00
12/4/18	North Elmham Bowls Club (rent – 2017)	£75.00
15/5/18	Barclays Bank (compensation re CHAPS payment error)	£50.00
17/5/18	Breckland Council (recycling)	£1,272.67
29/5/18	D. Fish (Rent re Church Lane tenancy – six months)	£250.00
31/5/18	HSBC (coif inc div)	£44.90
31/5/18	HSBC (coif inc div)	£27.76

Balances (as at 4/6/18):- Current a/c - £78,319.30, Business Premium a/c £25,119.20

079 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Mr. R. Bodimeade – new bungalow with attached garage – land adjacent Caberfeidh, Pump Street 25 (3PL/2018/0040/F) – Consultation – Full (referred to the Planning Committee)
- (ii) Garrod New Homes – land north of Eastgate Street (3PL/2018/0057/VAR) – material amendments to application
- (iii) Mr. Howlett and Mrs. Braybrook – proposed development of four new bungalows – 36 Station Road (3PL/2018/0030/O). (Comments had previously been made by the Parish Council regarding this application. Mr. Labouchere asked for his personal support for complaints made by neighbours to be recorded).

b) Determinations

None

080 CORRESPONDENCE –6/6/18

- 1) Clerks and Councils magazine for May, 2018
- 2) Letter of thanks from F.O.N.E.S. for donation
- 3) Letter of apology from Barclays Bank re CHAPS non-payment
- 4) Request to fly a Red Ensign on 3rd September (Merchant Navy Day)
- 5) Letter from parishioners regarding problems with verges, pavements and parking in Cathedral Drive. (The Chairman will visit; this is essentially a matter for Highways)
- 6) Letter from a parishioner regarding a dead tree on the village green.

081 Announcements

There is to be a barbecue at the Institute on 9th June, commencing at 7.30 p.m.
The school has recently been awarded £4K by Tesco from their Community Grant Scheme.

082 Agenda items for next meeting:

None

083 Next Meetings:

Wednesday, 4th July 2018 at 7.30 p.m.

There being no further business, the meeting closed at 8.53 p.m.

Chairman

Date

