

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: Mr. Ian MacIntosh mentioned the two planning applications in Eastgate Street. He stated that he was opposed to both but more concerned by the one between Eastgate Street and Back Lane.

## North Elmham Parish Council

---

---

**Minutes of the  
MEETING OF THE PARISH COUNCIL  
held at 7.30 p.m. at the Sports Pavilion on  
Wednesday 7th December 2016**

.....

**254 Those Councillors Present Were:**

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

**Also in Attendance:** Mr. K. Webb (Clerk), Mr. G. Bambridge (District Councillor), Mrs. M. White (Elmham News + Dereham and Fakenham Times) and four parishioners.

**255 To Consider Apologies for Absence:**

Mr. C, MacEwan

**256 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.

**257 Minutes of Meeting held on Wednesday 2<sup>nd</sup> November 2016:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

**258 Land Management Matters (item 222)**

- (a) Village Green A dog walker in Eastgate Street had been mauled by a dog. The dog control signs have either fallen to the ground or faded. Dr. Wade-Martins suggested that four permanent signs be purchased. Mr. Brown agreed as long as the price was "sensible". Proposed by Mr. Phillips and seconded by Mr. Smith. All in favour.

- (b) Cathedral Ruins Mrs. Keeble reported that the work has finally been completed and, as such, the barriers have been removed. One of the trees has been trimmed.
- (c) Cathedral Meadows Nothing to report
- (d) Broom Green Nothing to report
- (e) Millennium Wood Nick Saunders has carried out some preliminary work and a significant number of ash trees are showing distress. The cost of the project is likely to be at the top end of his estimate and will be finished by Christmas. Gates are to be locked whilst work is being done and the Chairman is to ask Mr. Saunders to proceed. Six new angle iron fence posts are to be installed by Mr. Sowinski. The possibility of concrete posts was mentioned but this was not considered to be a realistic option. Mr. Labouchere felt that a strategy for maintaining the hedge and fence on an ongoing basis was needed. Mr. Phillips suggested that this should be further discussed in two years' time. Mr. Labouchere proposed expenditure of £100 on the new posts and to consider a future strategy at a later date. This was seconded by Mr. Phillips. All in favour except Mr. Brown who was against.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood See item 280

**259 Street Lights (item 223)**

The demolished street light number 96 is back in action and Mr. Fitzalan Howard will obtain invoices so that a claim can be submitted to the insurance company.

**260 Highway Matters (item 224)** Dr Wade-Martins reported that:

- (a) *Potholes*. All potholes have been repaired and there have been further repairs to the pavements in Cathedral Drive, so it is fair to say that most roads and pavements in the parish are now in good order.
- (b) *Muddy areas on the Safe Route to School*. Highways now seem to have recognised the situation and they have responded by email saying: "We have inspected and are going to resolve the problem".
- (c) *New signs to numbered houses off Eastgate Street*. Mr Brown had kindly arranged for the signs to be fixed to garden walls as agreed.
- (d) *White van*. The van causing an obstruction near the park wall has been removed.
- (e) *Overhanging hedge in Eastgate Street*. The clerk reported that Simon Thompson had not paid for the hedge cutting necessary to keep the pavement on the Safe Route to School open despite three further telephone calls, so after one further written warning the clerk was asked to take the matter to the Small Claims Court.
- (f) *The hazardous Post Office bend*. Mr Grainger reported on the outcome of the meeting Dr Wade-Martins had organised with the Highways engineer and the Police. Highways and the police believe that the most effective method of slowing traffic within the 20 mph zone is to install two further build-outs at either end of the zone and raise the road surface within the existing buildout. This will first require a Design and Feasibility Study possibly costing £5,585. It was agreed that the next step was to arrange another meeting with Highways to discuss the terms of reference and cost of this study and report back. (see item 278)

- 261 Eastgate Centre (item 225)**  
Nothing to report
- 262 Pavilion and Playing Field – Play Area (item 226)**  
Mr. Brown said that the volunteers had agreed to paint the inside of the pavilion. The cost of materials and paint will be in the region of £150. Mrs. Warner reported that the kickwall is not wearing well. A further payment of £50 for rent had been received from the Football Club (one home game played in October and one home game in November). Mr. Fitzalan Howard said that thirteen moles had been caught. Five moles had been caught by Steve from Melton Constable for which there will be a charge of about £60 and seven traps are currently set.
- 263 Dog Fouling (item 227)**  
Nothing to report
- 264 Allotments (item 228)**  
Nothing to report
- 265 Community defibrillator (item 229)**  
Mrs. Warner reported that a training session had been held. Weekly checks of the equipment have been recommended and the website is to be updated every month.
- 266 Play equipment and car park proposals (item 230)**  
Nothing to report
- 267 Community Farm (item 231)**  
Nothing to report
- 268 Detailed information map for village/Notice and Information Boards (item 232)**  
Nothing to report
- 269 Volunteers (item 233)**  
The group has three new members. Bulbs have been planted in Prince William Wood.
- 270 Village Maintenance (item 234)**  
Nothing to report
- 271 Village Institute Hall (item 235)**  
Nothing to report
- 272 Village Resilience Plan (item 236)**  
Nothing to report
- 273 Bus routes (item 237)**  
Nothing to report

- 274 Speeding/traffic management (item 238)**  
Please refer to items 260(f) and 278
- 275 Discussions with the Mid-Norfolk Railway Company (item 239)**  
Nothing to report
- 276 The garden near the wall in the car park near the church (item 242)**  
Mr. Brown asked where the dog bin was to be sited. It was agreed to move it back one yard.
- 277 Police presence in the village (item 243)**  
Mrs. Warner attended the recent SNAP meeting and, in the future, she will advise the police of any issues causing concern.
- 278 Traffic management (item 244)**  
Mr. Grainger gave a report following the meeting with Jon Winnett and David Law. They accepted that the village has a problem. Any work carried out would be under the Parish Partnership scheme. Mr. Grainger will contact Mr. Winnett to obtain further details, including the apparent high cost, of the feasibility study (please also see item 260(f))
- 279 Report from District Councillor**  
Mr. Bambridge said that the Local Plan is entering the final stage. Breckland has achieved a five years land supply and this will have an effect on any new planning applications.
- 280 Prince William Wood (including gate) (item 241)**  
Mr. Labouchere has rehung the gate. There had been no responses to the request in the Elmham News for views on whether to keep the area open or install fences and a hedge.  
Mr. Labouchere proposed to leave the wood as it is with some light maintenance work to be done each year. Seconded by Mr. Fitzalan Howard. All in favour.
- 281 Website**  
Ivan and Sue Ball had kindly offered to set up a community website which would be free for the first year with the Parish Council paying the hosting fee in subsequent years. They have run a website for the church for some four years. There would be no advertising on the site. It was agreed to accept this arrangement subject to clarification regarding any future costs. Proposed by Mr. Fitzalan Howard and seconded by Mr. Labouchere. All in favour except Mrs. Warner who voted against and Mr. Phillips who abstained.
- 282 'Phone Mast**  
The company that originally approached the Parish Council, via the Tennis Club, have decided to site their mast in another location. As such, our assistance will not be required.

### 283 Budget and Precept for 2017/2018

Mr. Phillips presented the budget for the coming financial year and this showed proposed expenditure of £56,140 and anticipated income of £51,655. It is confirmed that the parishioner contribution to the precept will be retained at the same level, i.e. £70.24 for a band D household. The increase in tax base (from 455.3 to 462.3) means that this will produce additional income of £492. However, as previously advised, the Central Grant has been reduced by £475 which means that the net increase will be just £17. There are adequate resources in reserve to cover the predicted shortfall. Budget and precept application proposed for acceptance by Mr. Grainger and seconded by Mrs. Keeble. All in favour.

### 284 Accounts for Payment and Schedule of Income

#### a) Resolved to approve the following Accounts for payment:-

11/11/16	E-on (October street lighting)	£131.71
11/12/16	E-on (November street lighting)	£127.46
28/11/16	Public Works Loan (village green)	£626.45
1/12/16	Public Works Loan (street lights)	£1,753.41
7/12/16	Thinking Rural (payroll services for November)	£12.00
7/12/16	K. Webb (Clerk's pay for November)	£528.74
7/12/16	HMRC (tax on Clerk's pay for November)	£63.80
7/12/16	D. Tyson (pavilion cleaning – November and 4 <sup>th</sup> December)	£108.00
7/12/16	J. Duffield (work in Cathedral ruins)	£305.00
7/12/16	J.R.G. Fletcher (key keeping – October and November)	£62.50
7/12/16	Hudson Signs (Eastgate Street signs)	£36.00
7/12/16	R. P. Environmental Services (mole control – Feb to Nov '16)	£150.00
7/12/16	North Elmham PCC (assist with church grass cutting)	£900.00
7/12/16	North Elmham Youth and Comm. Dev. Trust Ltd (donation)	£250.00
7/12/16	Society of Local Council Clerks (annual subscription)	£108.00
7/12/16	Association of Local Council Clerks (annual sub)	£10.00

#### a) Schedule of Income:

3/11/16	D. Fish (annual rent – AMS)	£160.00
3/11/16	D. Fish (half yearly rent – Church Lane)	£250.00
3/11/16	Pavilion hire	£310.00
3/11/16	Allotment rents	£70.00
7/11/16	North Elmham Football Club (rent for October)	£25.00
28/11/16	North Elmham Football Club (rent for November)	£25.00
30/11/16	Coif inc charity dividend	£23.74
30/11/16	Coif inc charity dividend	£38.40
2/12/16	Foxburrow Farm(half yearly rent – AMS)	£1,517.50

(Expenditure approved by all members – proposed by Mr. Phillips and seconded by Mr. Smith)

## **285 To Consider Planning Applications and Determinations:-**

### **a) Applications**

- (i) The Garrod Partnership Ltd (land to the north of Eastgate Street) – 3PL/2016/0848/F – new vehicular access and erection of 11 dwellings \*\*
- (ii) Mr. S. Vince (land at Old Hall Farm, Back Lane) – 3PL/2016/0305/O – erection of 11 dwellings ##
- (iii) Mr. and Mrs. H. Skinner (30 Wensum Drive) – (single storey extension) – 3PL/2016/1425/HOU (no objections)
- (iv) Mrs. C. Coventry (Great Wood Cottage, Elmham Road) – 3PL/2016/1460/VAR – variation of condition 2 (change of design and relocation of garage)

\*\* (i) Dr. Wade-Martins proposed that this revised application be re-considered. Seconded by Mr. Labouchere (three in favour and six against). Mrs. Keeble proposed that support for this development should continue. Seconded by Mrs. Warner (six in favour and three against)

## (ii) This application, if passed, would result in over development of the area. Mr. Labouchere proposed that it should be opposed and this was supported by Mr. Fitzalan Howard. All in favour except Mr. Brown who abstained.

### **b) Determinations**

- (i) Mr. K. Owen (Eastgate Barns, Back Lane) – 3PL/2016/1180/F – new access, parking areas, external works and landscaping (permission granted)

## **286 CORRESPONDENCE –7/12/16**

- 1) CPRE – Field Work magazine for Winter 2016
- 2) CPRE – Countryside Voice magazine for Winter 2016
- 3) Anglian Water – changes to the water industry
- 4) Signpost magazine (Autumn 2016) from Community Action Norfolk
- 5) George Freeman M.P. – a town plan for Dereham and surrounding villages (to be an agenda item for January 2017)
- 6) Letter from D. Drew re Community Smallholding (tenants already occupy the land mentioned)

## **287 Announcements**

Mr. Labouchere reminded everyone that, with Christmas approaching, a number of events are to be held at the church.

## **288 Agenda items for next meeting:**

- a) George Freeman's letter – a town plan for Dereham and surrounding villages
- b) Neighbourhood Plan
- c) Village Green – entrances and exits

**289 Next Meetings:**  
Wednesday, 4th January 2017 at 7.30 p.m.

This part of the meeting closed at 9.24 p.m.

**290 Confidential item: update on the evaluation of the current strategy regarding the possibility of future assets growth**  
It was unanimously agreed that the current strategy should be continued until such time as a satisfactory outcome is achieved. Proposed by Dr. Wade-Martins and seconded by Mr. Phillips.

There being no further business, the meeting closed at 9.35 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

