

Pre-Meeting Business: There was no representative from the local press.

Public Participation: Mr. Norman Lowe raised a number of matters relating to the state of the village. These were discussed later in the meeting. He was thanked for bringing the matters to the attention of the Parish Council.

Mrs. Bent felt that the hedge on the village green behind the Vicarage needed some attention.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 4th October, 2017**

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165 Those Councillors Present Were:

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

Also in Attendance: Mr. K. Webb (Clerk) and 7 parishioners

166 To Consider Apologies for Absence:

Mr. M. Phillips and Mr. G. Bambridge (District Council)

167 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.

168 Minutes of Meeting held on Wednesday 13th September, 2017:

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

UPDATED INFORMATION AND MATTERS ARISING

169 Land Management Matters (item 135)

- (a) Village Green The owner of 10 Larch Grove who was responsible for the recent bonfire on the village green has been spoken to by Mark Mahaffey, Environmental Enforcement Officer of Breckland Council. He says this activity is regarded as fly tipping and he has asked the house owner to remove all remaining items (mainly some iron bars). He has also said that the Parish Council would be able to pursue an action for criminal damage as an area of grass has been badly burnt. It was agreed to write to the owner expressing disappointment at his action and asking for there to be no repeat.

A slat on the seat has been removed, probably by a kick. It has been recovered by Mr. Brown who will examine the damage.

- (b) Cathedral Ruins Nothing to report
- (c) Cathedral Meadows Nothing to report
- (d) Broom Green Nothing to report
- (e) Millennium Wood The hedge needs cutting and Mr. Duffield is to be asked to provide a quotation.
- (f) Bridleway on disused railway line Nothing to report
- (g) Prince William Wood Daffodil bulbs are to be planted and some strimming will be required.

170 Street Lights (item 136)

The new light in Larch Grove is to be connected in the near future.

171 Highway Matters (item 137)

Mr. Grainger reported that he and Dr Wade-Martins had prepared the paper for a Parish Partnership bid which has been submitted by the Clerk to Highways.

Dr Wade-Martins reported that:

1. The potholes which he last reported had been filled and he believed that Highways would soon fill the deep holes on Dereham Road.
2. The blocked drain in Eastgate Street still needs to be cleared and he will now add the drain on Church Hill, just identified by Norman Lowe, to the list.
3. The muddy areas on the Safe Route to School on the green remain a problem and they will be reported yet again.
4. The hedgerows to either side of Wellesley House had been cut back but, following Mr Lowe's complaint and another complaint, he will ask the owner to cut the hedge back further so it is flush with the front face of the garden wall.
5. The dislodged paving slab in front of the Post Office has been temporarily re-set for safety reasons pending the arrival of the Highway Rangers.
6. He has looked at the overhanging trees on Back Lane, raised last time by Mr Terry Maidstone, which are partly obstructing pedestrians walking along the grass verge. Mr. Brown offered to use his volunteers to cut back the branches while taking every care on the highway.

The Clerk reported that he had so far not received a reply, or even an acknowledgement, to his letter to the County Court in which he had precisely quoted the legal basis for our claim in respect of the cutting of the hedge in Eastgate Street and why it should not have been dismissed.

- 172 Eastgate Centre (item 138)**
Nothing to report
- 173 Pavilion and Playing Field – Play Area (item 139)**
The moles have returned but the mole man is aware. A heat alarm has been fitted in the kitchen. A quotation has been received for a fire extinguisher (£45) and a fire blanket (£15). It was agreed to proceed with these purchases. Proposed by Dr. Wade-Martins and seconded by Mr. Grainger. All in favour. Mrs. Warner advised that grant monies are available and wondered if there were any ideas to enhance the play facilities. Mr. Brown suggested that a basketball hoop may be useful. It is believed that the same payment system as agreed with the Football Club last year will continue to operate this season.
- 174 Dog Fouling (item 140)**
Nothing to report
- 175 Allotments (item 141)**
Nothing to report
- 176 Community defibrillator (item 142)**
Mrs. Warner's excellent cards have been placed in Elmham News.
- 177 Play equipment and car park proposals (item 143)**
Nothing to report
- 178 Community Farm (item 144)**
Nothing to report
- 179 Detailed information map for village/Notice and Information Boards (item 145)**
Nothing to report
- 180 Volunteers (item 146)**
Help is needed to plant daffodil bulbs.
- 181 Village Maintenance (item 147)**
Nothing to report
- 182 Village Institute Hall (item 148)**
Nothing to report
- 183 Village Resilience Plan (item 149)**
Nothing to report
- 184 Bus routes (item 150)**
Nothing to report
- 185 Discussions with the Mid-Norfolk Railway Company (item 151)**
Nothing to report

186 Website (item 152)

Nothing to report

187 Neighbourhood Plan (item 153)

Nothing to report

188 Shared Access – telecommunications mast (item 154)

A surveying team is due to visit on 11th October. A letter has been received from U.K. Power Networks requesting consent, which is to be given, to laying a low voltage underground cable (see item 194 (5))

189 Vacancy on Parish Council (item 155)

Confirmation has been received from Breckland Council that the final date for receiving requests to hold an election is 4th October. If none are forthcoming, we will be notified after that date that co-option can be carried out. It is planned to do this at the next meeting.

190 Neighbourhood Plan (item 157)

This matter will be further discussed at the next meeting.

191 State of the village

The matters raised by Mr Norman Lowe under public participation, with the Parish Council's responses, are as follows:

- *The cutting of the village green hedges:* Mr Brown will make sure that all the hedges around the green are cut regularly on an annual basis.
- *Deterioration of dog waste bins near the entrance to the green off Eastgate Street and between the shop and the King's Head corner:* The Parish Council will order two replacement plastic bins straight away.
- *The weeds on the pavilion car park:* Dr Wade-Martins offered to take over the spraying of these weeds now that Colin MacEwan has left Parish Council.
- *The hedge needs trimming back to improve vehicle visibility opposite the school at the bottom of Church Hill.* Dr Wade-Martins had already asked the owner to cut the hedge, and he had done so to some extent, but he will now ask for it to be cut back further so that it is flush with the garden wall.
- *New street lighting needed in areas where new houses have been granted planting permission:* Mr Fitzalan Howard will investigate.
- *Overgrown hedge on the bend at the bottom end of Eastgate Street:* Mr Labouchere will ask the owner again to cut it back.
- *Maintenance of the two telephone boxes:* The main concern seems to be the broken window pane on the box on Pump Street. Mr Brown will investigate.
- *Curbstones dislodged in Orchard Close opposite No. 61:* Dr Wade-Martins will investigate and report to Highways.

- *Weeds along street curbs need removing:* While the Parish Council does some limited spraying, responsibility for street spraying rests with County Highways. Our recent enquiry to them indicates that Highways undertakes two sprays each year, in May and the autumn.
- *Street drain near the Institute on Church Hill has been blocked for three years:* This has not been reported before and Dr Wade-Martins will investigate.
- *Very deep potholes on edge of Dereham Road nearly opposite Foxburrow Farm gate:* Dr Wade-Martins had noticed that these had recently been marked with white circles indicating that Highways already have this matter in hand.

192 Meeting dates for 2018

The following dates were agreed (all Wednesdays):-

January 3rd
 February 7th
 March 7th
 April 4th
 May 2nd (AMPC)
 May 23rd (APM)
 June 6th
 July 4th
 August 8th
 September 12th
 October 3rd
 November 7th
 December 5th

193 Accounts for Payment and Schedule of Income

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

4/10/17 E-on (pavilion electricity from 12/6/17 to 12/9/17)	£178.77
4/10/17 D. Tyson (pavilion cleaning – September)	£90.00
4/10/17 Thinking Rural (payroll for September)	£12.00
4/10/17 D. Fish (cutting and raking grass, bailing and burning)	£300.00
4/10/17 J. Woodhouse (Fakenham Garden Centre – bulbs)	£49.98
4/10/17 NGF Play Ltd (new play equipment to replace fire damaged)	£2,562.00

(Expenditure approved by all members)

A request had been received from the PCC asking for a grant to assist with the cost of trimming back dangerous branches overhanging the graveyard. The work is to be done by Mr. Duffield and he has provided a quotation for £460. It was agreed that the Parish Council would cover 50% of the cost, i.e. £230. Proposed by Mrs. Warner and seconded by Mr. Fitzalan Howard. All in favour. In addition, two dead trees need to be removed and quotations will be obtained in respect of the work required. A request will also be made for assistance and this will be forwarded so that consideration can be given for inclusion in next year's budget.

b) Schedule of Income:

15/9/17	Pavilion lettings	£120.00
15/9/17	D. Fish (Church Lane tenancy)	£500.00
18/9/17	Rural Payments Agency (FDM reimbursement)	£13.79
18/9/17	P. and J. Thompson (50% contribution re street light 57)	£51.00
28/9/17	Breckland Council (Precept – 6 months)	£16,236.00
28/9/17	Breckland Council (Central Grant – 6 months)	£516.50

Balances (as at 4/10/17):- Current a/c - £64,636.55, Business Premium a/c - £23,103.19

The Management Financial Report for the first half of the year was presented, having already been circulated to members for perusal. This was broadly in line with budgetary expectations.

194 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Land at Station Yard, Station Road (3PL/2017/0863/D) – reserved matters of the appearance, landscaping, layout and scale of 19 residential dwellings and the access routes within the site.

- Members were concerned that no large-scale paper plans had arrived and that it was impossible to see the minute detail on the website plans which pixilated when enlarged.
- Concerns were also expressed that it appears that it is proposed that the estate road has been designed as a paved surface and would not be adopted by Highways as it fell short of Highways standard. What provision would there be for street lights and pedestrian safety in these circumstances?
- It was impossible to see on the plans what arrangements there would be for pedestrian safety on the main road at the entrance
- There had been no discussions with the railway company about the re-alignment of the railway gates.
- No provision had been made for car parking for the station which would be needed by the railway company in return for the moving of their gates.
- It was felt that all these issues would best be sorted out at a meeting between the railway company, the Parish Council and the developers with the planning officer present. Dr Wade-Martins was asked to set up such a meeting.

b) Determinations

- (i) Miss Olivia Riley, 35 Eastgate Street (3PL/2017/1023/HOU) – erection of single storey extension to rear of property (permission granted)

195 **CORRESPONDENCE –4/10/17**

- 1) New audit fees scale for the Annual Return
- 2) Invitation from George Freeman M.P. – rural housing summit on 13/10/17
- 3) Police project (Community SOS) to build closer links with local communities
- 4) County Farm Annual Tenants Meeting – County Hall on 16/11/17
- 5) UK Power Networks – proposal to install new electricity cable at Holt Road (see item 187)

196 **Announcements**

None

197 **Agenda items for next meeting:**

- a) Budget
- b) Co-option
- c) Neighbourhood Plan (alternative)
- d) Clerk's hours

198 **Next Meeting:**

Wednesday, 1st November, 2017 at 7.30 p.m.

This part of the meeting closed at 9.17 p.m.

199 **Confidential item: Update on land matters**

There being no further business, the meeting closed at 9.31 p.m.

Chairman

Date

