

Pre-Meeting Business: None

Public Participation: None

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 2nd November, 2022

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159 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. B. Gee, Mr. P. Grainger, Mrs. A. Keeble, Mr. J. Labouchere, Mr. N. Markwell, Mr. M. Rayner and Mr. C. Smith

Also in Attendance: Mr. K. Webb (Clerk)

160 Apologies for absence:

Miss A. Ferris, Mr. T. Fitzalan Howard and Mr. G. Bambridge (District Councillor)

161 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.

162 Minutes of Meeting held on Wednesday, 5th October, 2022:

Resolved to approve the minutes as a true and accurate record. Agreed by all. (Proposed by Mrs. Keeble and seconded by Mr. Phillips).

UPDATED INFORMATION AND MATTERS ARISING

163 Update on Affordable Housing Scheme (item 130)

It has been reported that Broadland Housing is experiencing some difficulties of a financial nature and may possibly not be delivering as many houses as previously planned. Mr. Rayner is to make contact with them with a view to establishing the current situation.

164 Police Visit and Update (item 131)

Please refer to item 179.

165 Land Management Matters (item 132)

- a) Village Green Two grass areas, including the triangular one near the gate, have not been cut. The possibility of CCTV cameras on the Eastgate Centre is to be discussed at the next meeting.
- b) Cathedral Ruins Mrs. Keeble reported that the slopes have been cut again by the remotely controlled mower. The tower has railings around it with a warning of falling masonry. The present situation has been queried but no response, as yet, has been forthcoming.
- c) Cathedral Meadows Mr. Fitzalan Howard had forwarded a report as follows:- (i) small signs have been ordered and will be fixed on the seven external gates requesting dogs to be kept on leads when sheep are in the field. (ii) An estimate for fencing had been received (£1,820). It was generally felt that another should be obtained. (iii) A quotation is awaited in respect of the removal of one overhanging ash branch near the lane behind Jubilee Wood.
- d) Broom Green Nothing to report.
- e) Millennium Wood (and Jubilee Wood) Nothing to report.
- f) Bridleway on disused railway line and other railway linked matters
Nothing to report.
- g) Prince William Wood Nothing to report.

166 Allotments (item 133)

Mr. Phillips said that all rents, except one, had been collected. Work on the water supply is to be done.

167 Street Lights (item 134)

Nothing to report.

168 Highway Matters (item 135)

Highways have advised that the current condition of the Pump Street pavement does not meet their intervention criteria but they will monitor. The query from a parishioner regarding the pinch point in Holt Road and the private property access had been referred to the Highways Engineer, Matt Lines, who advised that his predecessor, Matt Wording, had spoken to the parishioner on a site visit before he retired. The parishioner was informed that an extension to the dropped kerb could be applied for but the expense involved would need to be covered by the parishioner. He felt that there was not an issue when he entered the driveway in his larger car. New batteries which are four and seven years old have been ordered for the SAM devices. The cost of these will be just over £500. The drains in Orchard Close are now in a satisfactory state.

169 Pavilion and Playing Field (item 136)

Mr. Smith stated that the lighting in the pavilion needs to be replaced. Extra floodlighting is also required outside as well as a new light on the end of the building. Quotations are to be obtained with the intention being to purchase LED lights.

170 Youth Club facilities (item 137)

Please refer to item 178.

171 Eastgate Centre (item 138)

Nothing to report.

172 Brookside Development update (item 139)

Mr. Rayner had checked the S106 agreement with regard to the provision of car parking. The car park has to be laid out before 50% of the properties are occupied and then transferred to the Parish Council before 80% are occupied.

173 Risk Management – considerations and updates (item 140)

Nothing to report.

174 Overview of Parish Council financial situation (item 141)

Nothing to report.

175 Defibrillators (item 142)

A piece has been placed in Elmham News regarding EAAA free training courses. Contact by anyone wishing to be involved in the training has to be made by 20th November.

176 Local Green Space Designations by Breckland District Council (item 143)

Nothing to report.

177 Call for Sites – Breckland Council (item 144)

Mr. Rayner felt that any pre-assessment of sites would probably take place after the period of consultation for which there is no firm date. Breckland Council is unclear regarding the present situation and it is felt that the consultation will be commenced in the New Year. It has been noted that there are apparent discrepancies in respect of a piece of land, near the Worthing Road, which is on the boundary of Billingford and North Elmham. It seems that Breckland have not checked in which village the land is actually situated.

178 Pavilion Funding (item 148)

The bid to obtain grant funding for the pavilion through the Social Infrastructure Fund, run by Norfolk County Council, was unsuccessful. Suggestions were made to approach the Norfolk Community Foundation and various offshore windfarm companies. It was agreed by all that if the question was posed, the Parish Council would be prepared to commit £20K for the right project.

179 Police Community Resolution for criminal damage incident (item 152)

The meeting with the young person responsible for this crime and his parent had taken place. One job had been carried out so far which involved removing weeds from the pavement in front of the Institute. This lasted for one and a half hours. As the next phase, Mr. Gee is to receive assistance in cleaning out ditches.

180 Annual Budget

Mr. Phillips produced a draft budget for 2023/2024 which had been circulated to members in advance of the meeting. It is anticipated that the tax base may well be slightly higher than the figure for the current year. Projected income is £57,526 with expenditure of £60,924. It is the intention for the Band D contribution to remain at £80.24 with this being formally approved at the next meeting by which time the relevant information should have been received from Breckland Council. Another heading in the accounts will be required for the Brookside development.

181 Accounts for Payment and Schedule of Income

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

| | | |
|----------|---|------------|
| 20/10/22 | K. Webb (Clerk's quarterly computer allowance) | £20.00 |
| 19/10/22 | Npower (street light electricity 1/9/22 to 30/9/22) – (d/d) | £256.77 |
| 23/10/22 | Biffa (wheelie bin service from 7/9/22 to 21/10/22) - (d/d) | £227.26 |
| 2/11/22 | K. Webb (Clerk's pay for October) | £709.40 |
| 2/11/22 | HMRC (Tax and N.I. on Clerk's pay) | £196.55 |
| 2/11/22 | K. Webb (Clerk's expenses from 1/4/22 to 31/10/22) | £96.75 |
| 2/11/22 | Community Heartbeat Trust (defibrillator & support) | £2,418.00 |
| 2/11/22 | D. Tyson (pavilion cleaning for 5 weeks) | £142.50 |
| 2/11/22 | Mandrake (payroll services) | £26.40 |
| 2/11/22 | T. H. Scott and Son (hedge cutting) | £30.00 |
| 2/11/22 | Camtrak (U.K.) Ltd (repairs to basketball hoop) | £180.00 |
| 2/11/22 | Anglian Water (Playing Field from 2/7/22 to 1/10/22) | £171.78 |
| 2/11/22 | Anglian Water (Pavilion from 2/7/22 to 1/10/22) | £15.42 |
| 2/11/22 | EACH (donation) | £50.00 |
| 2/11/22 | CGM (grounds maintenance) | £717.08 ** |
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** **Credit notes** to cancel the “held” invoices for April and May, 2022 – work not carried out.

(Expenditure approved by all members)

| | | |
|----|--------------------|------------------|
| b) | Schedule of income | |
| | 11/10/22 | Pavilion takings |
| | 17/11/22 | Allotment rents |
| | 25/10/22 | Allotment rents |
| | | £40.00 |
| | | £200.00 |
| | | £50.00 |

Balances (at 31/10/22):- Current a/c - £134,584.12 Business Premium a/c - £38,255.69

182 To Consider Planning Applications and Determinations:-

a) Applications

None

b) Determinations

- (i) Mrs. Jody Hammond – part change of use of outbuilding – professional services (beauty salon) – 3PL/2022/0970/F – 48 Station Road – approved.
- (ii) Roadside trees A1067 – various trees requiring works due to Highway concerns – TRE/2022/0255/TPO – TPO work consent.
- (iii) Mr. Chapman – proposed conversion of cart lodge to ancillary accommodation with dormer windows – 3PL/2022/1056/HOU – 64 Station Road – withdrawn.

183 Correspondence

- 1) Parishioner request for speed restriction measure on the B1110 between Broom Green and the existing 30 mph limit. (Mr. Grainger is to ask Highways to consider, for the safety of walkers, an extension of the 30 mph limit. A similar request is to be made for Back Lane)
- 2) Notification from e-on next of The Energy Bill Relief Scheme.
- 3) Advice from Natural England of a recommendation to extend the current HLS agreement (to be discussed at the next meeting)

184 Any Other Matters (for information only)

The switching on of the Christmas lights will take place on 2nd December.

185 Agenda items for next meeting:

- a) None

186 Next Meeting:

Wednesday, 7th December 2022 at 7.30 p.m.

(The Clerk had drafted proposed dates for 2023 meetings and these will be circulated to members with a view to confirmation being given at the next meeting).

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

Chairman

Date