

Pre-Meeting Business: None

Public Participation: The owner of a property subject to a planning application to be discussed later in the meeting was given the opportunity to make comments but indicated a preference for listening.

A flint wall in the village is apparently beginning to collapse. Members are to inspect when next passing in the area in Holt Road.

## **NORTH ELMHAM PARISH COUNCIL**

### **Minutes of the**

### **MEETING OF THE PARISH COUNCIL**

**held at 7.30 p.m. on Wednesday 2<sup>nd</sup> February, 2022**

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#### **489 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. T. Fitzalan Howard, Miss A. Ferris, 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), Mr. B. Borrett (County and District Councillor), Mr. G. Bambridge (District Councillor) and three parishioners.

#### **490 Apologies for absence:** Mr. B. Gee

#### **491 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.

#### **492 Minutes of Meeting held on Wednesday, 5<sup>th</sup> January, 2022:**

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

## UPDATED INFORMATION AND MATTERS ARISING

### 493 Land Management Matters (item 463)

- (a) Village Green Mr. Grainger confirmed that the tree application process is still closed. Details are to be forwarded to Mr. Borrett. Mr. Gee said that the plaques are to be collected in the near future.
- (b) Cathedral Ruins Mrs. Keeble reported that one of the trees had been chopped down because it was rotten. Unfortunately, the contractors were not allowed to get in with their equipment to remove large pieces of wood. They had to take out items through the Ruins gate. As a result, all vehicles were positioned in the car park which resulted in the bin lorries being unable to access Church Lane. Mr. Bambridge said that in situations such as this, the lorries should return later in the day or the next day.
- (c) Cathedral Meadows Mr. Fitzalan Howard said that the brash is to be burnt on 8<sup>th</sup> February. The hedges are to be cut.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) A Jubilee tree has been planted. Mr. Labouchere said that NEPCC thanked the Parish Council for the financial contribution.
- (f) Bridleway on disused railway line and other railway linked matters  
Please see item 511.
- (g) Prince William Wood Mr. Markwell had spoken to Ben Darby regarding some springs to be attached to the gate to the road. A quotation is awaited.

### 494 Allotments (item 464)

Nothing to report.

### 495 Street Lights (item 465)

Mr. Markwell reported that light 31, which is situated outside 29 Eastgate Street, had been removed by the builder when the roof was repaired and not replaced. Contact is to be made with the owners of the building. Light 76 in Wensum Drive is to be reinstated at a cost of £135. All in favour.

### 496 Highway Matters (item 466)

White paint had appeared on Holt Road marking a number of holes. Unfortunately, the paint was subsequently washed away by heavy rain.

### 497 Pavilion and Playing Field (item 467)

North Elmham Cricket Club is merging with Brisley Cricket Club with games for next season to be played at Brisley. The County School Residents Association is to be held in the building on 28<sup>th</sup> April. There are a number of small jobs to be carried out. There is a large pothole in the entrance to the car park and Mr. Duffield will be asked to attend to this.

**498 Youth Club facilities (item 468)**

The final meeting has been held and updated information will be provided before the next meeting. Four suppliers have been contacted.

**499 Eastgate Centre (item 469)**

The AGM is to be held on 16<sup>th</sup> February.

**500 Brookside Development update (item 470)**

An update on the EV charging points is awaited.

**501 Risk Management – considerations and updates (item 471)**

Nothing to report.

**502 Overview of Parish Council financial situation (item 472)**

Please refer to item 513.

**503 The Queen’s Platinum Jubilee in 2022 (item 473)**

Arrangements, including a circus, toilets, fireworks, a band and a generator, are in hand. There is to be a party and fete on the 5<sup>th</sup> June.

**504 Defibrillators (item 474)**

Nothing to report.

**505 Village Green board displaying names of contributors to the fund raising (item 475)**

Please see item 493 (a) above.

**506 Affordable Housing (item 477)**

The piece for Elmham News regarding the call for sites has been submitted.

**507 Improvements to the frontage of North Elmham School (item 480)**

The Federation has obtained one quotation for the work, from AOT Engineering, and has asked if the Parish Council could suggest other contractors who could be approached. Toby Winterbourn (of Eastgate Street) and Wensum Engineering (of Fakenham) have been mentioned.

## **508 Request for an additional bench in Millennium Wood (item 481)**

The Chairman met the lady who made the request for a bench. A wood version is preferred with wording carved into the wood rather than a plaque. A suitable spot has been selected. The question of the other bench is to be discussed at the next meeting.

## **509 Suitable location for new plaque in respect of community response to the pandemic (item 482)**

The design of the smart oak board on which the plaque is to be placed was agreed by all.

## **510 District and/or Council Councillors' Reports (item 478)**

- a) Mr. Borrett said that the bin lorry routes are changing and will be shorter. Many people will get a new collection day with changes coming into effect in early March. Breckland Council has been paid by Norfolk County Council for a number of years to cut grass. This is to change and maps have been circulated showing the areas affected. Mr. Borrett confirmed that he is to allocate £2K which is to be used towards the cost of providing electric charging points. Budget meetings for both the County and District Councils are to be held in the near future. The Parish Council has experienced a number of problems in obtaining trees under the free initiative. Mr. Borrett is to be provided with full details (see item 493 (a) above).
- b) Mr. Bambridge confirmed that bin collection dates will be changing in March with shorter runs resulting in savings in fuel. North Elmham may be affected. The level of Council Tax is to be finalised on 7<sup>th</sup> February and will probably result in an additional sum of about £5 on a Band D property. The Police Precept is to be set at 3.59% which will mean paying an extra 19p per day for a Band D property. Prosecutions of fly tippers continue and fifteen abandoned cars have been crushed. Regulations in a number of areas have been reviewed including gambling, (betting shops), licensed taxis and the sex industry.

## **511 Mid Norfolk Railway – Transfer Deed, footpath and other matters**

A reply from Breckland Council to our correspondence has finally been received. No details of the proposed change of wording to the terms in the Transfer Deed have been given. A change in the status of the path to “permissive” in the covenant will be strongly opposed. The suggestion is for the path to be left as it is with the MNR having the capability to do what they need to when occasions arise. Our objection is that Breckland has a legal Transfer Deed with MNR which states that there should be no work carried out beyond a particular point. Our representatives at Breckland are not enforcing a legal agreement. It also appears that unlicensed tree felling has been taking place. Mr. Rayner is to draft a further reply, with a copy being forwarded to Mr. Bambridge.

## **512 Eastgate Street drains**

Parishioners have suggested that the ditch near the Village Green needs to be cleared out. It will be necessary for some work on the hedge to be done before it is possible for the ditch to be accessed. Paul George, the Area Manager of the Inland Drainage Board, is to visit on 4<sup>th</sup> February to look at the problem.

## **513 Appointment of Internal Auditor for the year ending 31/3/22**

Di Dann, the current Internal Auditor, has kindly offered to perform this important task again for a fee of £90 plus any required travelling at 45p per mile. Mr. Phillips reported that George Murray, who is well known to him and is a lifelong Accountant, has also offered his services for a small remuneration. Mr. Phillips proposed that Mr. Murray should be asked to carry out the Internal Audit and this was seconded by Mrs. Keeble. All in favour.

## **514 Breckland Council's new commercial waste service**

Breckland has started a new commercial waste service which appears to be competitive regarding price. There will be dedicated trucks, if necessary. The Parish Council is served by Biffa and a comparison will be made together with an assessment of the existing contract terms.

## **515 Change of grass cutting responsibilities from Breckland Council to Norfolk County Council**

Please refer to item 510 a) above regarding changes to County grass cutting arrangements.

## **516 Accounts for Payment and Schedule of Income**

a) Resolved to approve the following Accounts for payment:-		
23/1/22	Biffa (wheelie bin service from 25/12/21 to 21/1/22) - (d/d)	£37.78
2/2/22	K. Webb (Clerk's pay for January)	£678.00
2/2/22	HMRC (tax and N.I. on Clerk's pay)	£184.86
2/2/22	Mandrake (U.K.) Ltd – January payroll	£26.40
2/2/22	J. Duffield (work in Cathedral Ruins)	£326.06
2/2/22	Paper-Klip (copier paper)	£82.03
2/2/22	Anglian Water (pavilion from 2/10/21 to 1/1/22)	£12.04
2/2/22	D. Tyson (pavilion cleaning)	£133.65

(Expenditure approved by all members)

b) Schedule of Income:		
7/1/22	Pavilion takings	£220.00
19/1/22	HMRC (VAT refund from 1/10/20 to 30/11/21)	£2,583.58
24/1/22	Breckland Council (Omicron Hospitality and Leisure Grant)	£2,667.00

Balances (as at 31/1/22):- Current a/c - £118,709.13, Business Premium a/c - £36,240.43

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

### **a) Applications**

- (i) Mr. and Mrs. Newey – two storey side rear extension with balcony, single storey front extension and new entrance porch with associated internal remodelling – 3PL/2022/0025/HOU – Primrose Cottage, Great Heath Road – no comments.
- (ii) William Seaman (Yaxham) Ltd – proposed dwelling and the redevelopment of an existing development - 3PL/2022/0079/O – 55 Eastgate Street – the property is outside the settlement boundary but is well hidden. It is hoped that a precedent will not be created.
- (iii) Mr. and Mrs. Blundell – proposed roof extension for creation of first floor study/home office over existing garage/store, with erection of external staircase - 3PL/2022/0060/HOU – 2 Mill Cottage, Billingford Road – the shed previously erected did not need planning permission but it is felt that it should have been shown on the location plan. No objections but it is suggested that a site visit should be made.

### **b) Determinations**

- (i) Ivy Properties Ltd – conversion of barn 3 to residential use revised proposals, including first floor extension - 3PL/2021/1308/F – Vicarage Farm (Barn 3), Church Lane – approved.

## **518 Correspondence**

- 1) Police Community update for January, 2022.
- 2) Clerks and Councils Direct magazine for January, 2022.
- 3) Update on the Priscilla Bacon Appeal.
- 4) Letter from North Elmham Cricket Club – merger with Brisley Cricket Club.
- 5) Parishioner expressing concerns regarding traffic issues at and near the school.
- 6) Update on plans to improve the appearance of the frontage of the school.

## **519 Any Other Matters (for information only)**

None

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

Village facilities

## **521 Next Meeting:**

Wednesday, 2<sup>nd</sup> March 2022 at 7.30 p.m.

There being no further business, the meeting closed at 9.28 p.m.

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Chairman

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Date

