

Pre-Meeting Business: None

Public Participation: A parishioner asked a question on behalf of another parishioner who wasn't present at the meeting regarding the proposed car park at Boars Hill. Work will start on construction when 50% of the properties have been built and it will be completed when 80% of the properties are occupied. At this point it will be passed to the Parish Council.

There is a new bus route through the village and it was reported that a parishioner attempted to wave down a bus but it didn't stop. This is unfortunate but the advantage of utilising official bus stops was stressed.

A number of problems at and close to the Eastgate Centre were reported. These involve anti-social behaviour and mindless vandalism, things which have become apparent throughout the village in recent times. Matters have been reported to the police and it is important that this continues on every occasion. Police patrols have been stepped up. The Parish Council confirmed support for any measures that officials of the Eastgate Centre wish to take including CCTV cameras and additional lighting.

It was suggested that the setting up of a Youth Club may help to provide an interest for younger people. Mr. Markwell and Miss Ferris volunteered to be involved with this initiative. Mr. Markwell is to write a piece for Elmham News.

## **NORTH ELMHAM PARISH COUNCIL**

### **Minutes of the**

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

**held in the Pavilion at 7.30 p.m. on Wednesday 4th October, 2023**

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#### **155 Those Councillors Present Were:**

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

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

#### **156 Apologies for absence:**

Mr. T. Fitzalan Howard

Mrs. A. Keeble

Mr. J. Labouchere

Mr. G. Bambridge (District Councillor)

## **157 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.

## **158 Minutes of Meeting held on Wednesday, 6th September, 2023:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

### **159 Land Management Matters (item 127)**

- (a) Village Green Mr. Phillips is to chase NGF Play for progress in respect of planned repairs and work required on the play equipment. The first two trees are to be cut on 25<sup>th</sup> and 26<sup>th</sup> of October. Most of the hedges have already been cut with some remaining to be done.
- (b) Cathedral Ruins The mobile mower has visited and cut the slopes. The new bench has been delivered and Darren Brown will be asked to fix it in place. The Chairman is to contact him.
- (c) Cathedral Meadows Nothing to report.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) A quotation has been received for some thinning needed in Jubilee Wood from Nick Saunders for £450. Acceptance proposed by Mr. Markwell and seconded by Mr. Phillips. All in favour. One post holding up the deer fencing needs to be replaced.
- (f) Bridleway on disused railway line and other railway linked matters Nothing to report.
- (g) Prince William Wood Mr. Markwell is to get a second opinion regarding the dead trees.
- (h) Church Meadow The ditch has had the brash cleared and a lower invoice than expected has been received.

### **160 Allotments (item 128)**

Mr. Phillips said that annual rents are to be collected at 6.00 p.m. on 11<sup>th</sup> October. Another plot has become available.

### **161 Street Lights (item 129)**

Light number 103 in Eastgate Street has gone off and light number 106 has been fixed. Mr. Markwell is to contact T.T. Jones with a view to requesting the reinstatement of the light at number 29, Eastgate Street.

**162 Highway Matters (item 130)**

Nothing to report.

**163 Pavilion and Playing Field (item 131)**

Nothing to report.

**164 Eastgate Centre (item 132)**

Nothing to report.

**165 Brookside Development update (item 133)**

Nothing to report.

**166 Risk Management – considerations and updates (item 134)**

Nothing to report.

**167 Overview of Parish Council financial situation (item 135)**

Nothing to report.

**168 Defibrillators (item 136)**

Nothing to report.

**169 Call for Sites update – Breckland Council (item 137)**

Mr. Rayner has finally received a response from Breckland Council to the email first sent in March and the subsequent chasers sent in June and on 17<sup>th</sup> August. Eight sites have been suggested and put forward totalling 179 and 204 houses, plus the strangely named “Railway Village” site for 5,000 houses. Consultation will take place after it is decided which of the sites Breckland decides to put in the draft Plan as preferred sites. Mr. Rayner attended a meeting in Dereham and the new consultation, which appears to be asking the same questions as that staged earlier in the year, will be running until early November. Mr. Rayner will answer the eleven questions and various sub questions raised and submit to the members for approval. The Parish Council reply will then be sent. There is a drop in public meeting at Dereham Market Place on 17<sup>th</sup> October.

**170 Annual Budget (item 139)**

The Budget is to be fully discussed at the next meeting.

**171 Archive Group records (item 140)**

Mr. Smith is waiting for a quotation and will chase.

## **172 CGM Group and grounds maintenance for 2024 (item 144)**

Norse has been chased for their decision on whether to tender for next year's contract but no response has yet been forthcoming.

## **173 Community Car Scheme (item 145)**

The Chairman has visited Mr. D. Wheeler, co-ordinator of the Bawdeswell scheme which has some 15 drivers. The customers pay 20p per mile with the remaining 25p per mile being claimed. He says that the cost to the Parish Council is about £300 per annum. A DBS check, costing £250 per person, is needed every two years. A committed co-ordinator is the prime requirement, together with between 10 and 15 drivers. The Chairman is to put a piece in Elmham News advising details of the scheme and requesting volunteers.

## **174 Climate Positive Group (item 146)**

Nothing to report.

## **175 Reprint of the guide book to the ruins**

Nothing to report.

## **176 Report from District Councillor**

As always happy to answer questions by email etc or to arrange to visit and meet with councillors or indeed parishioners at other times.

In recent times I have met with Highways England and discussed their progress on A47 (not too close to you I know.) I have also pressed for matters of the Western Link to be higher on agenda, this of course does affect the whole ward as the overspill along the A1067 then filters through all the small link roads between that and A47 and right up to Fakenham, this includes the B1145 being used as a rat run, which does affect you. Strictly this is out of Georges constituency, but I have asked if he can take an interest. Attended various drainage boards and of course Breckland full council, cabinet and OSC plus meetings with officers.

Also met with George F online last Friday and f2f on Friday plus hoping to get together this week or early next regarding housing matters not least the proposed new town and nutrient neutrality.

This has been a busy month with matters raised by villagers, and I have several items of casework going through, most of which must remain confidential to the individual for now.

Expecting to see you in November.

## **177 Christmas Lights**

A tree is needed (Mr. Saunders is to be approached) and the lights are to go up on December 8<sup>th</sup>.

## 178 Accounts for Payment and Schedule of Income

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

19/9/23	Npower (street light electricity from 1/8/23 to 31/8/23) – (d/d)	£247.36
25/9/23	Biffa (wheelie bin service from 26/8/23 to 29/9/23) - (d/d)	£188.04
<b>20/9/23</b>	<b>E-on (pavilion electricity for August) – (d/d)</b>	<b>£113.68 **</b>
4/10/23	D. Tyson (pavilion cleaning for September)	£125.04
4/10/23	D. Tyson (repaired leak on kitchen sink in pavilion)	£45.00
4/10/23	J. Duffield (work in Cathedral Ruins – September)	£194.00
4/10/23	J. R. G. Fletcher (key keeping – August and September)	£62.50
4/10/23	K. Webb (Clerk’s pay for September)	£765.92
4/10/23	HMRC (Tax and N.I. on Clerk’s pay)	£218.91
4/10/23	K. Webb (Annual Fee for Cloud Backup of files)	£50.00
4/10/23	CGM (grounds maintenance – August)	£517.08
4/10/23	CGM (grounds maintenance – September)	£176.96
4/10/23	CPRE (Annual membership fee)	£36.00
4/10/23	Jati Ltd (Balmoral Bench and anchors)	£687.50
4/10/23	Mole Country Stores (rock salt)	£85.20
4/10/23	A.R.Crisp Farm & Landscaping Services (cut hedge & tree)	£395.00
4/10/23	PKF Littlejohn LLP (limited assurance review of AGAR)	£378.00

\*\* This item was paid the previous month and is now being settled by monthly direct debit.

(Expenditure approved by all members)

b) Schedule of income:-

7/9/23	North Elmham Football Club (fee for rent of facilities)	£100.00
4/9/23	Bank Interest from 5/6/23 to 3/9/23)	£109.06
29/9/23	Breckland Council (Precept – 6 months)	£20,265.00

Balances (at 30/9/23):- Current a/c - £139,911.19, Business Premium a/c - £41,267.75

Discussions took place with regard to the investment of surplus funds on current account into an account paying interest. This proposed action results from the recent rise in rates after the historically low rates which have been prevailing for a number of years. After examining alternatives, it was agreed to place £80K with the Cambridge Building Society into a Council Saver account, currently paying 2.9%, with immediate access. Proposed by Mr. Grainger and seconded by Mr. Phillips. To satisfy due diligence requirements, the Clerk will forward a link to all members to enable details of the account, including terms and conditions, to be fully examined before the investment is made.

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

### **a) Applications**

- i) 3 Beatie Gardens – to change roofing material from concrete tiles to shingles with no colour change – amendment to 3PL/2022/1234/HOU – no objections.
- ii) Gorse House, Heath Road – variation of condition number 2 on 3PL/2022/0799/HOU – larger porch area and internal alterations – no objections.
- iii) Mardle Barn, Back Lane – discharge of condition 10 on 3PL/2021/0285/F and amendment to planning permission 3PL/2021/0285/F – variation of cladding colour, two additional roof lights and variation of external door and window frame colour – no objections.
- iv) The Old Vicarage, High Street – T1 – elm – fell due to Dutch elm disease.
- v) Mr. R. Mumford – Rackham House, 39 Holt Road – single storey side extension (amended design) – 3PL/2023/0937/HOU – no objections.

### **b) Determinations**

- i) 25 Cathedral Drive – Mr. A. McKay and Ms. E. Henderson – proposed single storey front and part replacement of garage two storey rear extension – 3PL/2023/0580/HOU – approved.
- ii) 3 Beatie Gardens – to change roofing material from concrete tiles to shingles with no colour change – amendment to 3PL/2022/1234/HOU – approved.
- iii) Mardle Barn, Back Lane – discharge of condition 10 on 3PL/2021/0285/F and amendment to planning permission 3PL/2021/0285/F – variation of cladding colour, two additional roof lights and variation of external door and window frame colour – complete.
- iv) Land at Brookside Farm, 74 Holt Road – 3PL/2023/0751/VAR – variation of Condition 2 on 3PL.2019/0874/F – revise plots 18,19 and 22, and amend garage roofs and garage blocks – permission granted.

## **180 Correspondence**

- 1) Request from the Walking Football Club for the Parish Council to install a TV/Screen in the Pavilion. (Clerk to respond – Parish Council unable to finance this equipment).
- 2) E-mail from the Walking Football Club asking to book the Pavilion on Saturday, 4<sup>th</sup> November. (Clerk to respond reiterating the previous advice given)
- 3) Request from a parishioner for Norfolk County Council to create a hard standing area at the new bus stop on the side of the road by County School, (Clerk to contact Matt Lines, Norfolk County Council).
- 4) E-mails from parishioners reporting further cases of anti-social behaviour. (Various actions are being considered by local clubs which are supported, in principle, by the Parish Council but unfortunately contributions cannot be made to finance the infrastructure of individual clubs).
- 5) Biffa new Waste Transfer Note.
- 6) CPRE Countryside Voices magazine for Autumn/Winter 2023

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

The Clerk had drafted some dates for 2024 Parish Council meetings which had been circulated to members and will be discussed at the next meeting.

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

- i) Budget for 2024/2025
- ii) Parish Council meeting dates for 2024

## **183 Next Meeting:**

Wednesday, 1st November 2023 at 7.30 p.m.

There being no further business, the meeting closed at 9.40 p.m.

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Chairman

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Date