

Pre-Meeting Business: None

Public Participation: a) A query had been submitted by e-mail and the parishioner involved attended the meeting to reiterate concerns regarding site NEL2 off Back Lane for which the building of 50 new houses has been proposed. A number of fears including flooding and quality of roads were expressed. It was stressed that the Parish Council has no power in this matter and merely has the capability to make comments and express views to the District Council. In turn, the District Council has targets imposed on it by Central Government, with allocations then passed to towns and parishes. Sympathy was expressed by members with the opinions held.

b) A request was made for the 30 mph speed signs at the Crossroads junction with Back Lane to be moved further away from the junction. Norfolk County Council (Highways) will be asked to assess the situation to see if this is possible.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 4th February, 2026

.....

593 Those Councillors Present Were:

Mr. P. Grainger (Chairman), Mr. M. Phillips (Vice Chairman), Miss A. Ferris, Mr. T. Fitzalan Howard, Mr. B. Gee, Mrs. A. Keeble, Mr. N. Markwell, Mr. M. Rayner, Mr. C. Smith and Mr. J. Sowinski.

Also in Attendance: Mr. K. Webb (Clerk) and two parishioners, one of whom left after “Public Participation”.

594 Apologies for absence:

Mr. F. Gillespie and Mr. G. Bambridge (District Councillor)

595 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.

596 Minutes of Meeting held on Wednesday, 7th January, 2026:

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

597 Update from North Elmham Living Sustainably (NELS) Group (item 571)

Mr. Fitzalan Howard had made contact with Mr. Earle who had subsequently provided some additional information. It is suggested that full details and costings need to be provided for consideration at Parish Council meetings. Moving forward, it will be necessary to examine each project in turn.

598 Land Management Matters (item 572)

(a) Village Green Mr. Gee is to use some loose bricks to reinforce the banks of the brook.

(b) Cathedral Ruins There has been no contact from Alison Naylor and her colleague, Blake Galloway, from English Heritage since the visit on the 17th December. The issue with the wall on the right side of the pathway after entering the site remains and is still causing concern. Mrs. Keeble will chase again, having previously done so by e-mail, and reiterate the serious nature of the matter.

(c) Cathedral Meadows The replacement fencing has been installed. A payment of £4,344.19, previously received from the Rural Payments Agency, was £229.04 less than anticipated by Brown and Co. This resulted primarily from correspondence being sent out by the RPA with an incorrect address which produced the deduction because of a late submission by Brown and Co.

(d) Millennium Wood (and Jubilee Wood) Mr. Sowinski reported that Mr. Cook had very kindly donated some oak seats which will be installed in the Spring.

(e) Bridleway on disused railway line and other railway linked matters Mr. Rayner had received a response from the Mid-Norfolk Railway. There are no plans to demolish the bridge at the end of Church Lane. The two other points raised are going to be looked at – the lack of a warning sign at the level crossing as it is approached from Back Lane and the establishment of a route for the proposed permissive path which needs to be agreed before any work starts.

(f) Prince William Wood Nothing to report.

(g) Church Meadow Mr. Fitzalan Howard had received an offer by way of telephone from a parishioner which would involve a donation being made to assist in the provision of a new Village Hall. It transpired, however, that it would be conditional on the Parish Council selling the individual concerned some land. Mr. Fitzalan Howard requested that a formal letter be sent to the Parish Council giving full details of the proposed transaction.

599 Allotments (item 573)

It was noticed that the water bill appears to be higher than normal. Mr. Phillips is to investigate.

600 Street Lights (item 574)

Concerns had been received from a parishioner regarding damage caused to a property in Holt Road following a vehicle collision with the side of the house, during the road closure on 2nd September, 2025, which removed the attached street light fitting. Mr. Markwell will contact a contractor with a view to the damage being made good. The Clerk will inform the parishioner.

601 Highway Matters (item 575)

The payment of 50% of the cost of the Village Gates (£3,111.33, not £3,113.33 as previously reported) had been received from Norfolk County Council. Two parish owned bins (at Cathedral Drive near the bridge and in Elm Close) are out of salt and Mr. Markwell will arrange for these to be replenished.

602 Pavilion and Playing Field (item 576)

The problems notified to the Football Club after the last meeting had mainly been resolved.

603 Eastgate Centre (item 577)

The A.G.M. is to be held next week.

604 Brookside Development update (item 578)

It was mentioned that there were no “P” signs which identified the car park as a parking area. In addition, there is no notification of any restrictions, e.g. no overnight parking. The Chairman will investigate options and consider the best way to proceed. The electrical charging service is not yet available as there has been a configuration error. The manufacturer and operator are dealing with this matter.

605 Risk Management – considerations and updates (item 579)

Nothing to report.

606 Overview of Parish Council financial situation (item 580)

Nothing to report.

607 Defibrillators (item 581)

A revised quotation for a new defibrillator had been obtained. This was for £1,242.00 (including VAT). Proposed for acceptance by Mr. Smith and seconded by Mr. Markwell. All in favour.

608 Local Plan update (item 582 (a))

Mr. Rayner had visited the resident from Back Lane who had expressed concern about the site near there being developed. The landowner had suggested a meeting with the preferred developer, Broadland Housing, the Chairman and Mr. Rayner. February 19th has been offered as a suitable date. Breckland Council is currently unable to demonstrate a 5-year supply of housing land with the latest calculation being a 2.8 year supply.

609 New Village Hall (item 582 (b))

A meeting has been held with the new Chairman of the Village Hall. Another meeting is to be held with Lyng Parish Council to hopefully learn from their experience.

610 Land offered by Breckland Council to pass into the ownership of the Parish Council

It was agreed by all that there is no suitable land that the Parish Council would wish to accept.

611 New waste service agreement with Breckland Council (commencing 17/3/26)

It was confirmed by all that the previously agreed contract with Biffa would run from 17/3/26 until 16/3/2027. The annual cost is £639.54 (monthly £53.30).

612 New street light electricity agreement with Drax commencing 23/3/36.

A new contract produced by Drax, commencing on 23/3/26 until 22/3/27, was agreed by all. This forecasts a consumption of 10,288 kWh with the following rates being applied:-

Day (07.00 – 24.00)	32.371p/kWh
Night (00.00 – 07.00)	26.298p/kWh
Standing Charge	£4.26 per month

613 Accounts for Payment and Schedule of Income

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

19/1/26	Drax (electricity for street lights – 1/12/25 to 31/12/25) – (d/d)	£470.18
26/1/26	Biffa (wheelie bin service from 27/12/25 to 23/1/26) - (d/d)	£81.36
20/1/26	E-on Next (pavilion from 1/12/25 to 31/12/25) – (d/d)	£202.65
27/1/26	E-on Next (electricity for Boars Hill–1/12/25 to 5/1/26)–(d/d)	£11.34
21/1/26	Information Comm’s Office (annual Data Protection fee) – (d/d)	£47.00
20/1/26	K. Webb (quarterly computer allowance) – (standing order)	£20.00
4/2/26	D. Tyson (pavilion cleaning for January)	£146.52
4/2/26	K. Webb (Clerk’s pay for January)	£900.67
4/2/26	HMRC (Tax and N.I. on Clerk’s pay)	£331.53
4/2/26	Anglian Water (pavilion from 20/10/25 to 19/1/26)	£74.93
4/2/26	Anglian Water (playing field from 20/10/25 to 19/1/26)	£294.42
4/2/26	A. R. Crisp F & L Servs (new fencing – Cathedral Meadows)	£5,000.00
4/2/26	J. Sowinski (Christmas tree guttering for cable)	£11.29
4/2/26	J. Sowinski (smoke alarm for pavilion)	£20.79
4/2/26	J. Sowinski (Christmas tree)	£38.00
4/2/26	J. Sowinski (chain saw file)	£9.94
4/2/26	J. Sowinski (materials for dismantling of skate park)	£10.88
4/2/26	J. Sowinski (mowing line – strimmer)	£12.99
4/2/26	J. Sowinski (disc – strimmer)	£12.99
4/2/26	J. Sowinski (petrol)	£25.87
4/2/26	J. Sowinski (grow bags)	£15.00

4/2/26	Community Heartbeat Trust (Vivest Powerbeat defibrillator)	£1,242.00
4/2/26	Community Heartbeat Trust (annual support – year 4)	£162.00

(Expenditure approved by all members)

b) Schedule of Income:-

27/1/26	Norfolk County Council (50% payment to Parish Partner Scheme)	£3,111.33
3/2/26	Pavilion takings	£10.00
3/2/26	North Elmham F.C. (monthly payment for facilities)	£75.00
3/2/26	North Elmham F.C. (monthly payment for referee's room)	£75.00

Balances (at 3/2/26):- Current a/c - £69,141.52 Business Premium a/c - £49,938.02
(Cambridge Building Society - £82,483.96)

614 Digital and Data Compliance – AGAR Assertion 10 (item 587)

Advice has been sought and duly obtained from Parish Online. There are three options as follows:-

1. Free gov.uk domain and clerk email only.
2. Our gov.uk email package: gov.uk domain up to 20 mailboxes with 5GB storage each. These emails are accessed through the provided apps for windows, mac or phone, via webmail, or you can connect it to your own phone or computer mail apps. The cost of this service is **£260 ex vat per year**. And you'd qualify for our new Parish Online fund **taking £100 ex vat off your first year's subscription** by switching to a gov.uk domain.

To sign up for our email package, please go to [Parish Online - Email service for town, community and parish councils using GOV.UK domains](#)

3. Our gov.uk full website and email package:

Your subscription would be **£350 ex vat per year** and if you're switching to a gov.uk domain you'd also qualify for our Parish Online switching fund taking **£100 ex vat off your first year's subscription** making your first year **£250 ex vat**.

Our subscription package includes:

- **Website** - a modern, accessible and responsive website using the Government design guidelines. Here are [examples from existing customers](#).
- **Email** - up to 20 mailboxes with 5GB storage each which are accessed through the provided apps for windows, mac or phone, via webmail, or you can connect it to your own phone or computer mail apps.
- **Gov.uk domain** - we register your new gov.uk domain and pay the fees instead of you having to pay for it. The domain is owned by you, but we manage it.

It was proposed by Mr. Phillips and seconded by Mr. Markwell that we should proceed with Option 1 (i.e. Free gov.uk domain and clerk email only). All in favour.

615 To Consider Planning Applications and Determinations:-

a) Applications

- a) The Paddock, 43 Station Road – PL/2026/0034/HOU – replacement of conservatory with a single storey side extension, new front porch. Other internal alterations. Replacement windows/doors. (No comments).
- ii) Further consideration of the application relating to works at 55 Eastgate Street – PL/2025/1285/FMIN. (It was felt appropriate to make additional comments to support the original submission. Mr. Rayner had drafted a report which was approved by all members, regarding the issue of overshadowing which would be contrary to policy COM 03 Protection of Amenity in the adopted Breckland Local Plan).
- iii) 25 Holt Road - PL/2026/0157/HOU – erection of a chalet-style roof with dormer windows to the existing bungalow to provide first-floor accommodation, together with a front extension and rear balcony. (Members held a neutral view but agreed to ask Planners to consider the risk of overshadowing or overlooking with regard to the adjacent property).

b) Determinations

None

616 Correspondence

- 1) Notification of Dereham Neighbourhood Policing Meeting.
- 2) Letter from Barclays Bank advising reduction in the credit interest rate from 1.10% to 1.05% with effect from 24/3/26.
- 3) E-mail from parishioner drawing attention to increasing amounts of dog mess not being picked up in the village. (The Clerk had responded)
- 4) E-mail from a parishioner expressing concern regarding proposed new developments NEL2 and NEL1. (Please refer to “Public Participation”).
- 5) Clerks and Councils Direct magazine for January, 2026.

617 Any Other Matters (for information only)

Mr. Smith that he is shortly to undergo an operation. All members strongly confirmed that they would like him to remain on the Parish Council if he wished to do so.

618 Agenda items for next meeting:

None

619 Next Meeting

Wednesday, 4th March 2026 at 7.30 p.m.

There being no further business, the meeting closed at 9.10 p.m.

Chairman

Date

