

Pre-Meeting Business: None

Public Participation: None

## **NORTH ELMHAM PARISH COUNCIL**

### **Minutes of the**

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

**held at 7.30 p.m. on Wednesday 5th January, 2022**

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#### **459 Those Councillors Present Were:**

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

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

**460 Apologies for absence:** Mr. J. Labouchere, Mr. M. Rayner and Mr. C. Smith

#### **461 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.

#### **462 Minutes of Meeting held on Wednesday, 1st December, 2021:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

### **463 Land Management Matters (item 431)**

(a)Village Green Mr. Grainger reported that the application process for free trees had been closed but will reopen in 2022. Highways Department have put some material on the path but when they visited it was raining hard so they left fairly quickly and haven't yet returned. Mr. Gee has amended the notice and the cost for two signs, approved by all, will be £276 (including VAT). As previously discussed, one of the dog waste bins is to be moved to a position which is nearer to the other one.

- (b) Cathedral Ruins Mrs. Keeble reported that a tree had come down (TRE/2021/0312/TCA)
- (c) Cathedral Meadows Mr. Fitzalan Howard said that the brash has not yet been burnt.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) A reduced contribution towards the cost of the Jubilee Tree has been agreed by all - £450 to NEPCC (see item 484 below).
- (f) Bridleway on disused railway line and other railway linked matters  
Decisions are awaited regarding the nature of the path along the railway. It is expected that Breckland Council will pursue MNR in respect of the breach of the transfer deed in developing beyond the permitted point at County School.
- (g) Prince William Wood A request had previously been made for some springs to be attached to the gate to the road. This is to be done.

#### **464 Allotments (item 432)**

Nothing to report.

#### **465 Street Lights (item 433)**

Mr. Markwell said that light 31, which is situated outside 29 Eastgate Street, has been reported as potentially dangerous as a tripping hazard although it was likely that the nearby steps provided more of a risk. Westcotec are to be asked to inspect when they next visit with the light to be reinstated if considered possible. Miss Ferris said that light 76 is leaning into the hedge.

#### **466 Highway Matters (item 434)**

Nothing to report.

#### **467 Pavilion and Playing Field (item 435)**

The Friends and Neighbours Group has closed and a final cheque has been received in settlement of the hiring fee.

#### **468 Youth Club facilities (item 436)**

Nothing to report.

#### **469 Eastgate Centre (item 437)**

Nothing to report.

#### **470 Brookside Development update (item 438)**

Further details are awaited from the developer regarding the EV charging points. Mr. Borrett (County Councillor) has kindly agreed to donate £2K from his County Council Member Fund towards the charging points. Mr. Rayner will continue to liaise.

**471 Risk Management – considerations and updates (item 439)**

Nothing to report.

**472 Overview of Parish Council financial situation (item 441)**

Nothing to report.

**473 The Queen’s Platinum Jubilee in 2022 (item 442)**

There will be two bands on the Village Green on the Sunday in June.

**474 Defibrillators (item 443)**

There had been no response from parishioners to the request for volunteers to be Community First Responders (CFRs) made in Elmham News.

**475 Village Green board displaying names of contributors to the fund raising (item 444)**

Please see item 463 (a) above.

**476 Annual Budget for 2022/2023 (item 447)**

The Precept documentation for 2022/2023 has been submitted to the District Council.

**477 Affordable Housing (item 448)**

Mr. Mumford-Smith’s confirmation of the piece for Elmham News regarding the call for sites is awaited.

**478 District and/or Council Councillors’ Reports (item 450)**

None received

**479 Speeding issues in Pump Street (item 451)**

A reply was forwarded to the query regarding speeding vehicles in Pump Street at the northern end of the village. The SAM2 camera has been repositioned in Pump Street and it is hoped that this will result in speeds, in general, being reduced. It is felt that residents should consider the possibility of supporting the formation of a new Community Speed Watch team if a sufficient number of people are prepared to volunteer. Village Gateways could also be considered next year once an evaluation of how successful those recently installed at the other end of the village have been.

**480 Improvements to the frontage of North Elmham School (item 452)**

A response has been sent to the school giving support, in principle, to the request for a financial contribution. Details regarding the sums likely to be involved have been requested and the importance of Conservation Area considerations was mentioned.

## **481 Request for an additional bench in Millennium Wood (item 453)**

The Chairman is to meet the lady who made the request for a bench within the next few days.

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

It was agreed to place the plaque on the railings outside the Memorial Hall on a smart oak board provided by Mr. Fitzalan Howard. As such, it will be easily visible to everyone in the village.

## **483 Date of 2022 Annual Parish Meeting**

It was agreed to hold the Annual Parish Meeting on 27<sup>th</sup> April with the date of the Annual Meeting of the Parish Council being on 18<sup>th</sup> May.

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

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

12/12/21	E-on (street lights – November) – (direct debit)	£224.83
19/12/21	Biffa (wheelie bin service from 20/11/21 to 24/12/21) = (d/d)	£44.46
5/1/22	K. Webb (Clerk’s pay for December)	£678.00
5/1/22	HMRC (tax and N.I. on Clerk’s pay)	£184.86
5/1/22	Mandrake (U.K.) Ltd – December payroll	£26.40
5/1/22	J. R. G. Fletcher (key keeping – Oct, Nov and Dec)	£93.75
5/1/22	NGF Play Ltd (play equipment maintenance)	£950.68
5/1/22	Norfolk Woods and Hedges Ltd (Christmas Tree)	£72.00
5/1/22	Brown and Co. (Environmental Consultancy)	£600.00
1/12/21	Public Works Loan Board (Street lights-6 mos repayment)	£1,753.41
5/1/22	M. Phillips (“Thank you” wine for volunteers)	£16.20
5/1/22	NEPCC (contribution to cost of Jubilee Tree)	£450.00
5/1/22	Information Commissioner (GDPR renewal) – new d/d	£35.00
5/1/22	Norfolk Citizens Advice (donation)	£50.00
5/1/22	D. Tyson (pavilion cleaning)	£106.92

(Expenditure approved by all members)

b) Schedule of Income:

1/12/21	Rural Payments Agency (Basic Payment Scheme)	£2,788.16
6/12/21	Rural Payments Agency (Higher Entry Level Stewardship)	£2,698.80
6/12/21	Bank interest (from 6/9/21 to 5/12/21)	£0.88

Balances (as at 30/12/21):- Current a/c - £117,060.14, Business Premium a/c - £35,740.43

Mr. Phillips produced the Management Financial Report for the first nine months of the year to 31<sup>st</sup> March, 2022. The income and expenditure figures were broadly in line with expectations.

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

### **a) Applications**

- (i) R. Mumford – single storey side and rear extension and conversion of existing coach house into garage space with remodel of existing outbuilding to form holiday let accommodation – 3PL/2021/1687/HOU and 3PL/2021/1419/F – Rackham House, 39 Holt Road.
- (ii) Orchard Homes – proposed pedestrian walkway to link residential development to school - 3PL/2021/1675/F – land to the rear of Brookside Farm, 74 Holt Road.

### **b) Determinations**

- i) Mr. and Mrs. V. Leeder – 3 bed bungalow and garage to rear – 3PL/2021/1471/F – Oak House, 38 Station Road – approved.
- ii) Mr. and Mrs. Garrod – first floor side and rear extension – 3PL/2021/1511/HOU – 78 Eastgate Street – approved.
- iii) Mid-Norfolk Railway Preservation – retrospective application for installation and operation of miniature railway – 3PL/2021/0868/F – County School Station, County School – approved.

Janninesa Farm, North Elmham (unauthorised development) – retrospective planning application 3PL/2020/1173/EU currently being determined.

A resident has raised the issue of possible unpermitted development and change of use at 2 Mill Cottages, Billingford. Breckland Council’s enforcement team will be asked to investigate.

## **486 Correspondence**

- 1) Police Community update for December, 2021.
- 2) Notification from Dereham Safer Neighbourhood Team of street surgeries.
- 3) Email from parishioner regarding speeding in Eastgate Street (reply sent)
- 4) E-on giving information about their new Industrial and Commercial division.
- 5) CPRE Fieldwork magazine for Winter 2021.
- 6) CPRE Countryside Voices magazine for Winter 2021.

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

None

## **488 Next Meeting:**

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

There being no further business, the meeting closed at 8.40 p.m.

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Chairman

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Date

