

Pre-Meeting Business: None

Public Participation: The following comments were made and questions asked:-

- (i) It was mentioned that a dung heap in Eastgate Street has shown recent significant growth in size with an ever-increasing number of flies. Mr. Markwell agreed to contact the owners and it was also felt that the Environmental Health Department should be appraised of the situation.
- (ii) A parishioner said that the company he works for is recruiting staff and would like to put some posters on the parish notice boards. He was advised to make contact with Elmham News who owns and maintains the boards.
- (iii) It was felt that there was an increased level of speeding down Holt Road from the church. A second build-out is again under consideration and the Chairman has recently contacted Highways.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 5th August, 2026

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083 Those Councillors Present Were:

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

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

084 Apologies for absence:

Mr. C. Smith, Mr. G. Bambridge (District Councillor) and Mr. P. Carr (County Councillor)

085 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.

086 Minutes of Meeting held on Wednesday, 1st July, 2026:

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

087 Update from Broadland Housing (item 061)

Mr. Rayner reported that there has been a response from Mr. Mumford-Smith regarding some questions asked, most of which have not been answered.

088 Update from North Elmham Living Sustainably (NELS) Group (item 062)

Nothing to report.

089 Land Management Matters (item 063)

(a) Village Green The climbing frame has received some unwelcome attention resulting in all four legs being badly damaged. Repairs are to be carried out as a priority. Some dog owners have been taking their animals into the Play Area. This is strictly forbidden and a suitable sign emphasising this point will be erected. A bin from the pavilion will be repositioned in this area, if it is considered suitable after being inspected.

(b) Cathedral Ruins A notification regarding work on three trees had been received from the District Council. It was recognised that it was disappointing that no information had come from English Heritage. The owner of a neighbouring property has drawn attention to overhanging branches. English Heritage are to be advised of this matter. Mr. Fitzalan Howard is to investigate the matter of the rampaging ginger cat and the distress resulting from his antics.

(c) Cathedral Meadows Nothing to report.

(d) Millennium Wood (and Jubilee Wood) Mr. Sowinski reported that the gate has recently been left unlocked because leaving it closed would, in all probability, have resulted in it being broken. He will continue to make repairs to the fence from time to time, as required. It was stressed that the original purpose of the fence was to enable the wood to become established. This objective has been achieved. It was proposed by Mr. Rayner, seconded by Mr. Gee, that there would no undertaking to maintain the fencing indefinitely because of the increasing cost. Six members were in favour of this proposal, two were against and there was one abstention. It was agreed to report this decision in Elmham News.

(e) Mid-Norfolk Railway matters The Mid-Norfolk Railway has accepted that the path from the buffers to the County School is not permissive or a right of way. Discussions are to commence with MNR in the near future regarding the prospect of having a permissive path from Station Road to the buffers. Fencing may be needed.

(f) Prince William Wood An anonymous e-mail had been received mentioning various matters. No response has been given.

(g) Church Meadow Nothing to report.

090 Allotments (item 064)

Mr. Phillips said that the last remaining allotment has been let and there is now a waiting list. Water is being used carefully.

091 Street Lights (item 065)

There has not yet been a response from Gary Mower of Orchard, the developers, regarding two solar lights in Boars Hill.

092 Highway Matters (item 066)

The need for a sign stating “Boars Hill” at the entrance to the estate has been acknowledged by Breckland Council. The bollard outside the doctors’ surgery has again been demolished and duly reported.

093 Pavilion and Playing Field (item 067)

It was agreed by all to request Breckland Council to move the commercial waste bin away from the car park area and to leave it unlocked. This will enable it to be more readily utilised by those hiring the pavilion.

094 Eastgate Centre (item 068)

Nothing to report.

095 Boars Hill update (item 069)

There is no signal available for the electricity vehicle charging point. No complaints have been received in respect of the service not working. In the circumstances it was agreed to decommission the machine. An estimate to establish the cost involved will be obtained from Electrode.

A parishioner’s request to place a sign on Boars Hill regarding the conduct of dog owners was fully discussed. It was felt, on balance, that the request should be declined as members did not wish to set a precedent for similar signs to be erected in other areas of the village.

096 Risk Management – considerations and updates (item 070)

Notification has been received from SAAA (Smaller Authorities’ Audit Appointments Ltd). They are responsible for appointing external auditors such as PKF Littlejohn. They will be introducing a new Digital AGAR Portal which is expected to be available for the 2027 AGAR submissions. Further information will follow in due course.

097 Overview of Parish Council financial situation (item 071)

The new County Councillor, Mr. Paul Carr, has asked if the Parish Council has any plans to utilise funding opportunities. The intention is to explore the possibility of a second build-out on Holt Road at the northern end. He also asked if it was the intention to use any of the funds held for the benefit of local residents. Please refer to item 099.

098 Defibrillators (item 072)

Miss Ferris reported that there had been a few temporary difficulties but she is confident that she has matters under control.

099 Local Plan update (item 073)

The latest consultation is under way and runs from 31st July to 16th September. Comments can only be made as to the legal compliance and “soundness” of the Plan at this stage, before it goes to an Inspector for examination. On 3rd July, Breckland Council published the latest draft of their new Local Plan which resulted in some surprise and disappointment. This announced that Broadland Housing will be looking to build at Back Lane North and Back Lane South, (combined into one site named NEL2), 75 houses in total, but will not be including the Station Yard site. In addition, a further site south of Eastgate Street called NEL1 is included in the draft Plan for 30 houses, put forward by a different developer. This latter site is one which the Parish Council has objected to throughout the Local Plan process, while it has favoured the brownfield Station Yard site. Mr. Rayner will draft a response and arrange for an update to be placed in Elmham News.

100 New Village Hall (item 074)

The Chairman expressed frustration with a project that had commenced with discussions some 18 months ago. Little positive progress has been made in that time. Mr. Fitzalan Howard suggested a survey of all residents to establish whether or not there is a general desire for a new village hall. Mr. Phillips has made contact with Jon Barnard, Director of Greyfriars Project Management, with a view to having a discussion regarding the best way to proceed.

101 Digital and Data Compliance – AGAR Assertion 10 (item 075)

Nothing to report.

102 Fencing and the gate at Millennium Wood

Please refer to item 089 (d) above.

103 North Elmham Football Club and the future

The Football Club had advised that they only had one team in the season 2025/2026, although the League’s website indicated that they had a reserves team taking part in the Central and South Norfolk League, Division 3, with 20 games played. There is not going to be a second team this season. This information is confirmed by the Club’s Facebook page. The CCTV cameras are to be adjusted to cover the referee’s hut. All formal playing is to be suspended due to the current drought and unprecedented hot weather conditions, although permission to use will be granted in exceptional circumstances. A cutting schedule for the coming season is to be agreed and put in place. All agreed that the Football Club should have use of the facilities for another year with a charge of £50 per game (league, cup and friendlies) but with no exclusive use of the building. The rental of the building (inside and out) will be at a rate of £15 per hour.

104 Report from District and County Councillors

Reports received from District and County Councillors were circulated to members in advance of the meeting and can be viewed on the website.

105 Accounts for Payment and Schedule of Income

Expenditure approved by all members.

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

16/7/26	E-on Next (pavilion from 1/6/26 to 30/6/26) – (d/d)	£116.11
17/7/26	Drax (electricity for street lights – 1/6/26 to 30/6/26) – (d/d)	£219.75
20/7/26	E-on Next (electricity for Boars Hill–1/6/26 to 30/6/26)–(d/d)	£9.45
27/7/26	Breckland Council (Business waste– 16/6/26 to 15/7/26) –(d/d)	£53.30
5/8/26	D. Tyson (pavilion cleaning for July)	£152.52
5/8/26	K. Webb (Clerk's pay for July)	£900.67
5/8/26	HMRC (Tax and N.I. on Clerk's pay)	£331.53
5/8/26	Anglian Water (playing field from 20/4/26 to 19/7/26)	£152.66
5/8/26	Anglian Water (pavilion from 20/4/26 to 19/7/26)	£180.86
5/8/26	Mrs. S. L. Hines (key keeping – March to July (inc))	£156.25
5/8/26	Playsafety Ltd (annual play area inspections)	£204.00
5/8/26	Edit Websites Ltd (annual website fee– hosting/support)–(d/d)	£250.00
5/8/26	Groundscape (grounds maintenance – June and July)	£1,076.00

Expenditure approved by all members.

b) Schedule of Income:-

21/7/26	North Elmham Football Club (hire of facilities)	£100.00
22/7/26	North Elmham Football Club (hire of facilities)	£125.00
3/8/26	Rural Payments Agency (Basic Payment Scheme)	£58.69

Balances (at 3/8/26):- Current a/c - £69,809.92, Business Premium a/c - £51,708.00
(Cambridge Building Society - £84,092.62)

106 To Consider Planning Applications and Determinations:-

a) Applications

- i) Proposed single storey rear extension – 25 Eastgate Street - PL/2026/0881/HOU.
- ii) Tree work (tillia) - PL/2026/1012/TCA – 49 Holt Road - information only.
- iii) Removal of apple tree – PL/2026/0923/TCA – 43 Eastgate Street – information only.
- iv) Deferred decision regarding 55 Eastgate Street – PL/2025/1285/FMIN – update on progress.
- v) Tree work – Anglo Saxon Cathedral, Church Lane – PL/2026/0987/TCA – information only.

b) Determinations

None

107 Correspondence

- 1) Advice from FM Promotions Ltd regarding the Field Maneuvers Festival due to take place at Sennowe Park from 21st to 24th August.
- 2) Notification from Breckland Council of two Town and Parish Forums being held on 21st September (Great Dunham) and 30th September (Little Ellingham).
- 3) Letter of introduction from the new Deputy Leader of Norfolk County Council.
- 4) Local Plan consultation meetings taking place at various locations between August 17th and 9th September.
- 5) Email from the Smaller Authorities' Audit Appointments Ltd (SAAA) advising that a new Digital AGAR portal will be introduced for annual submissions.
- 6) Hard copies of RoSPA Play Area inspection reports from Playsafety Ltd.

108 Any Other Matters (for information only)

None.

109 Agenda items for next meeting:

- a) New Village Hall
- b) Update on North Elmham Football Club.

110 Next Meetings

Wednesday, 2nd September 2026 at 7.30 p.m.

There being no further business, the meeting closed at 10.10 p.m.

Chairman

Date

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