

Pre-Meeting Business: None

Public Participation: None

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

**held in the Memorial Institute Hall at 7.30 p.m. on Wednesday 6th
September, 2023**

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122 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Miss A. Ferris, Mr. T. Fitzalan Howard, Mr. B. Gee, 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. G. Bambridge (District Councillor), Ms. L. Varney (Breckland Council) and two parishioners.

123 Apologies for absence:

None

124 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.

125 Minutes of Meeting held on Wednesday, 2nd August, 2023:

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

UPDATED INFORMATION AND MATTERS ARISING

126 Update on Affordable Housing Scheme (item 095)

Nothing to report.

127 Land Management Matters (item 096)

- (a) Village Green The “young people” who frequent the Village Green and other parts of the neighbourhood now tend to congregate near the Eastgate Street gates. We are aware that the police have been visiting some houses in the area. NGF will inspect some of the play equipment items which have been damaged. Mr. Phillips reported that one of the trees needs reducing by 50% (near number 43) and the cost for this work will be about £800. A much smaller tree (an offshoot) next door (near numbers 41 and 41a) needs to be removed completely at a cost of about £350. At a later date, work will be required on seven other trees (cost £3,300) which will produce a total spend of £4,450. This was proposed by Mr. Phillips and seconded by Mr. Gee. (All in favour except Mr. Labouchere who abstained).
The hedges are due to be cut and the Cathedral Close gully has recently been cleared out by jetting.
Two NGF Play quotations have been received in respect of work needed following the RoSPA inspections - £186 + VAT and £345 + VAT. Mrs. Keeble proposed that this important work should be carried out, seconded by Mr. Smith. All in favour.
- (b) Cathedral Ruins Mrs. Keeble said that extra work had been carried out in August. The mobile mower has not yet paid a visit and will be chased. The new bench is due to arrive on 8th September.
- (c) Cathedral Meadows A payment of £953.84 has been received under the Basic Payment Scheme from the Rural Payments Agency.
- (d) Broom Green Mr. Labouchere said that a small local team is being formed in order to keep the weeds away on an ongoing basis.
- (e) Millennium Wood (and Jubilee Wood) Some thinning is needed in Jubilee Wood. Nick Saunders is to be asked to have a look.
- (f) Bridleway on disused railway line and other railway linked matters Nothing to report.
- (g) Prince William Wood Nothing to report.
- (h) Church Meadow Mr. Fitzalan Howard said that a trench along the west side of the field to drain water from the church across the meadow had been suggested. Some work would be needed to cut back trees, branches, a hedge, grass and brambles. Two quotations had been received - £450 to do the work by hand and £425 to use a digger and flail. All brash and bits will be smashed by flail and left ready to be dug out. Any waste disposal required is included. Acceptance of the lower quote (£425) was proposed by Mr. Labouchere and seconded by Mr. Markwell. All in favour.

128 Allotments (item 097)

Mr. Phillips reported that there is one person on the waiting list. Changeover date is 11th October.

129 Street Lights (item 098)

Mr. Markwell confirmed that Jones Electrical have been appointed as our new contractors. The Clerk will ensure that all necessary documentation is returned to them.

130 Highway Matters (item 099)

A police safety camera was recently deployed in the village.

131 Pavilion and Playing Field (item 100)

Mr. Smith reported that CCTV cameras are in operation and have already proved to be of use. A number of youngsters are out at midnight and parents have been informed. There has been no further damage to the pavilion or litter left in that area.

132 Eastgate Centre (item 101)

Nothing to report.

133 Brookside Development update (item 102)

Nothing to report.

134 Risk Management – considerations and updates (item 103)

Nothing to report.

135 Overview of Parish Council financial situation (item 104)

Nothing to report.

136 Defibrillators (item 105)

Nothing to report.

137 Call for Sites update – Breckland Council (item 106)

Mr. Rayner is going to attend the updating of the Local Plan preview session at Dereham Town Council on 13th September. Filigree Communications has been appointed to lead the community consultation to gather views on the new Local Plan. There has still been no response from Sarah Suggitt (Breckland Council) to Mr. Rayner's email sent in June and the subsequent chaser sent on 17th August. At the recent meeting of CANT, Jerome Mayhew, MP for Broadland, confirmed that he was completely behind the views previously expressed by George Freeman MP. Unfortunately, we have seen nothing in print that supports this so the Clerk will chase.

138 Pavilion Funding (item 107)

Nothing to report.

139 Annual Budget (item 108)

Attention needs to start being made to Budget considerations for next year.

140 Archive Group records (item 109)

Nothing to report.

141 Vandalism to storm shelter on the Village Green (item 110)

Please refer to item 096 (a) for full details and developments.

142 The possibility of planting fruit trees (item 112)

Nothing to report.

143 Breckland Council's deployable surveillance cameras and display signage (item 113)

Nothing to report

144 CGM Group and grounds maintenance for 2024 (item 115)

The Clerk has contacted Norse and invited them to tender for next year's contract.

145 Community Car Scheme

Lorraine Varney, Community Enabler from Breckland Council, attended to give details of the Community Car Scheme which a parishioner had suggested, at a previous Parish Council meeting, could be considered as a potentially useful resource for the village. It has not yet been advertised. There are currently 13 schemes in the District and they run annually from April to March, relying on volunteers such as coordinators and drivers. Grants ranging from £250 to £6,500 can be obtained to set up schemes but funding is not available to Parish Councils. It was stressed that volunteers are absolutely key to the success of the scheme. Foxley runs a scheme in conjunction with Bawdeswell which depends on a volunteer taking bookings and being available to answer queries. The rate paid per mile is 45p. The Chairman asked if there is a guidance document available and Ms. Varney will provide this. Drivers are subject to various checks (police, medical, etc) and public liability insurance cover of £5M has to be in place.

146 Climate Positive Group

An item has been placed in Elmham News but, to date, there has not yet been a response. The Parish Council supports the project, in principle.

147 Reprint of the guide book to the ruins

Dr Susanna Wade-Martins (PCC Secretary) had advised that the guide book to the ruins at the site of the Anglo-Saxon cathedral is coming to the end of its print run and the PCC would like to reprint it. The 2006 version was published by the Parish Council with a grant from English Heritage. It was felt necessary for English Heritage to be approached by the PCC to obtain their reaction to again providing financial support. Mr. Labouchere is to report back to Dr. Wade-Martins.

148 Report from District Councillor

Mr. Bambridge said attendance at SNAP meetings can assist in getting police to visit particular villages more frequently. Allocations are arranged to cover periods of three months. The CANT campaign is doing well with over 2,000 responses. The two main factors for the proposal to be opposed are environmental and infrastructure reasons. Mr. Bambridge said that he is pressing for a general meeting to be held in this area.

149 Accounts for Payment and Schedule of Income

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

17/8/23	Npower (street light electricity from 1/7/23 to 31/7/23)	£250.10
27/8/23	Biffa (wheelie bin service from 29/7/23 to 25/8/23) - (d/d)	£150.43
6/9/23	D. Tyson (pavilion cleaning for August)	£125.04
6/9/23	J. Duffield (work in Cathedral Ruins – August)	£885.00
6/9/23	K. Webb (Clerk’s pay for August)	£765.92
6/9/23	HMRC (Tax and N.I. on Clerk’s pay)	£218.91
6/9/23	CGM (grounds maintenance – July)	£253.16
6/9/23	Mandrake U.K. Ltd (payroll services – August)	£26.40
6/9/23	Power-Medix Electrical Services (CCTV – Pavilion)	£857.99
6/9/23	Power-Medix Electrical Services (Bus shelter lighting)	£338.12
6/9/23	E-O Next (Pavilion electricity from 1/8/23 to 31/8/23)	£113.68

(Expenditure approved by all members)

b) Schedule of income:-

4/8/23	Pavilion lettings	£10.00
1/8/23	Rural Payments Agency (Basic Payment Scheme)	£953.84
31/8/23	HSBC Coif Inc Div	£46.02
31/8/23	HSBC Coif Inc Div	£28.45

Balances (at 4/9/23):- Current a/c - £123,565.81, Business Premium a/c - £41,158.69

150 To Consider Planning Applications and Determinations:-

a) **Applications**

- i) 61 Wellesley House, Holt Road – 30% reduction, reduction of spread, reduce end weights of beech tree – TRE/2023/0235/TCA – no objections.
- ii) Vicarage Farm Barns, Barn 3, Church Lane – Ivy Properties Ltd – conservatory to side of barn conversion – 3PL/2023/0655/HOU – no objections.
- iii) Swallow Barn, Church Lane – conversion of barn to residential use – revised application (3PL/2021/1308/F) including refurbishment of existing structure, first floor extension and single storey garden room – Ivy Properties Ltd – 3PL/2023/0822/F – no objections.

b) Determinations

- i) Park View, Church Lane – Mr. and Mrs. N. Moore – new single storey rear extension – 3PL/2023/0677/HOU – approved.
- ii) 61 Wellesley House, Holt Road – 30% reduction, reduction of spread, reduce end weights of beech tree – TRE/2023/0235/TCA – no objections.

151 Correspondence

- 1) Confirmation from Cyan of arrival of new bench on 8/9/23.
- 2) Sunshine Gym Outdoor Fitness Equipment brochure.
- 3) Notification of a proposed change in the status of Stibbard School to become an academy in line with North Elmham Primary school.
- 4) E-mails from North Elmham Football Club and North Elmham Walking Football Club regarding a double booking of facilities on Saturday, 9th September. The Clerk will contact both to discuss the matter.

152 Any Other Matters (for information only)

None

153 Agenda items for next meeting:

None

154 Next Meeting:

Wednesday, 4th October 2023 at 7.30 p.m.

There being no further business, the meeting closed at 9.22 p.m.

Chairman

Date

