

Pre-Meeting Business: None

Public Participation: A number of questions had been raised by a parishioner via an e-mail. Advice had also been received that a copy of the questions had been sent to the editors of Elmham News who have agreed to publish responses made. In line with normal procedures, responses to all questions and concerns raised by parishioners are given at meetings and recorded in the minutes and on the website. All issues have already been, or are being, addressed accordingly. Mr. Grainger proposed that this established practice be followed and it was seconded by Miss Ferris. All members voted in favour.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held at 7.30 p.m. on Wednesday 8th September, 2021

.....

348 Those Councillors Present Were:

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

Also in Attendance: Mr. G. Bambridge (District Councillor), Mr. K. Webb (Clerk), Mr. C. Hill (Elmham News) and Mr. C. Neill (NARS)

349 Apologies for absence: Mrs. A. Keeble

350 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.

351 Minutes of Meeting held on Wednesday, 4th August, 2021:

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

352 Land Management Matters (item 328)

- (a) Village Green The hedges are due to be cut in the near future. The circus had another successful visit. A copy of the RoSPA report has been sent to NGF Play Ltd and their comments are awaited. The police are continuing to visit the village on a regular basis.
- (b) Cathedral Ruins The slopes have not yet been cut but Mrs. Keeble is chasing.
- (c) Cathedral Meadows Derogation from Natural England regarding the disposal of the brash is awaited. It is the intention to reinstate the new footpath in the Spring.
- (d) Broom Green The drainage work is to be done by the end of this month.
- (e) Millennium Wood (and Jubilee Wood) Some thinning work will be needed in Jubilee Wood in about two years.
- (f) Bridleway on disused railway line and other railway linked matters
Mr. Rayner reported a new path has been completed and is wide enough with a good level surface. A few weeds are appearing but the MNR will attend to this by strimming. Thanks were expressed to the Railway team for creating this option for residents.
A further objection has been made by the Parish Council to the miniature railway application and a decision is awaited. The matter may be considered by the District Council at their meeting in October.
- (g) Prince William Wood
Mr. Markwell had been able to reassure a resident that there were no plans for the new dog bin to be sited in her hedge or on her property. It is to be placed on the verge opposite.

353 Allotments (item 329)

Some sheets have been discovered which appear to be asbestos. The annual rents are due to be collected on 11th October.

354 Street Lights (item 330)

A suggestion regarding the possible provision of solar powered lights for the car park and footbridge areas of the Brookside development has been made by the developer which was approved by all members.

355 Highway Matters (item 331)

There have been no updates from Highways on existing issues which have previously been raised. A report is awaited on blocked and potential new drains. The street sweeper has visited the village and carried out the necessary action. With regard to the Parish Partnership Scheme, Highways have recommended that a full assessment of the action taken this year is carried out before proceeding with any new projects. Norfolk County Council is to inspect and consider the possibility of providing safety rails outside the Tea Post.

356 Pavilion and Playing Field (item 332)

The barrier padlock has broken and is to be replaced. The moles have been dealt with. The Knit and Natter group are using the premises again on a regular basis.

357 Youth Club facilities (item 333)

Mr. Fitzalan Howard reported that Beetley Parish Council had held two consultations for their youth facilities – one door to door and the other on Facebook – with limited success. It is important to consider special needs facilities. Quotations will be obtained for items such as a skatepark and an outdoor gym.

358 Eastgate Centre (item 334)

Nothing to report

359 Affordable Housing - update (item 335)

Nothing to report

360 Brookside Development update (item 336)

Nothing to report

361 Risk Management – considerations and updates (item 337)

Nothing to report.

362 Village Green proposal for a tree planting scheme (item 339)

An application has been made to the Woodland Trust with planting between November, 2021 and March, 2022. The Woodland Trust covers 70% of the cost.

363 Overview of Parish Council financial situation (item 340)

Nothing to report

364 The Queen's Platinum Jubilee in 2022 (item 341)

The circus is due to be present for the week and will cost between £800 and £1,000.

365 Defibrillators

Arrangements had been made for a visit by Chris Neill, Chairman of NARS, who works full time as a paramedic with the East Anglia Air Ambulance service.

Concern had been expressed for some time regarding the efficiency of the defibrillator system in North Elmham. Mr. Neill confirmed that, on average, one 999 call per week is received from the village. The effectiveness of the VETS system was queried and Mr. Neill detailed the various ways forward. It was agreed that these would be fully discussed at the next meeting.

366 Village Green board displaying names of contributors to the fund raising

It had previously been suggested that the names of all parishioners involved in making financial contributions to assist with the purchase of the village green should have their names noted on a board which would be sited at an appropriate point on the green. Mr. Phillips had produced a list of 66 names some of whom are, unfortunately, no longer with us. The General Data Protection Regulations 2016, make the placing of such a board extremely difficult, if not impossible. It was agreed to consider the option of having two boards, one at each entry point to the green, stating that the purchase of the village green was made with contributions from members of the local community. Mr. Gee is to produce draft wording for discussion at the next meeting.

367 2011 Community Plan

Mr. Grainger had circulated an action points review document detailing all the original items covered by the Community Plan together with appropriate review comments in respect of action taken in the subsequent years to date. Mr. Grainger proposed that an up to date status should be provided for the various subject areas in the Plan with a dedicated page being provided on the website. This would be updated when required, thus providing information of progress made to parishioners. This proposal was seconded by Mr. Phillips. All in favour. Updates are to be submitted for consideration at the next meeting.

368 Accounts for Payment and Schedule of Income

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

11/8/21	E-on (street lights –July) – (direct debit)	£202.14
16/8/21	Edit Websites (annual fee for hosting website and support)	£250.00
25/7/21	Biffa (wheelie bin service from 24/7/21 to 20/8/21) = (d/d)	£35.57
8/9/21	K. Webb (Clerk’s pay for August)	£678.00
8/9/21	HMRC (tax and N.I. on Clerk’s pay)	£184.64
8/9/21	K. Webb (contribution to annual cost of Cloud Backup)	£30.00
8/9/21	CGM (monthly grounds maintenance)	£804.55
8/9/21	Mandrake (payroll services for July)	£26.40
8/9/21	Mandrake (payroll services for August)	£26.40
8/9/21	J. Duffield (work in Cathedral Ruins)	£355.00
8/9/21	Peartree Bindery (three volumes of Council minutes)	£105.00
8/9/21	Chris Hazell (Paints4trade paint and additional materials)	£100.00
8/9/21	D. Tyson (pavilion cleaning – 15 hours)	£133.65

(Expenditure approved by all members)

a) Schedule of Income:

13/8/21	Pavilion takings	£10.00
---------	------------------	--------

Balances (as at 19/8/21):- Current a/c - £105,216.55, Business Premium a/c £34,738.69

An issue had been raised by the Internal Auditor in the Annual Governance and Accountability Return for the year ended 31st March, 2021, in respect of the reclamation of VAT amounting to £1,682.00. The Parish Council received professional advice, on which VAT was payable, from Birkett Long LLP regarding the proposed Section 106 Agreement for a development by Orchard Homes (East Anglia) Ltd at Brookside Farm, North Elmham. The developers agreed to make payments to cover the net cost of this service with the Parish Council reclaiming the VAT element. This action was confirmed as acceptable by both Birkett Long LLP and the solicitors representing the developers. In addition, Mr. Phillips sought advice from the lead VAT professional specialist at Larking Gowen, Accountants, who also stated that the action taken was perfectly acceptable and in order.

369 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Mr. and Mrs. M. Hammond – rear dormer roof extension – 3PL/2021/1234/HOU – 48 Station Road = no objections.

b) Determinations

- (i) Mr. N. Steggles – proposed single storey side extension – 3PL/2021/1092/HOU – 64 Orchard Close. (approved)

370 Correspondence

- 1) Suggestion from parishioner re the Queen’s Green Canopy – planting trees (the Chairman is to investigate any possible restrictions)
- 2) Email from parishioner querying the siting of a new dog waste bin (position verified and new bin to be ordered)
- 3) Email from parishioner with a number of questions on various topics (see Public Participation, page 1)
- 4) Email from parishioner regarding the cutting of hedges on the village green

371 Agenda items for next meeting:

- a) Defibrillators.
- b) 2011 Community Plan.

372 Next Meeting:

Wednesday, 6th October 2021 at 7.30 p.m.

There being no further business, the meeting closed at 9.46 p.m.

Chairman

Date

