

Pre-Meeting Business: The Chairman stated that Mrs. White was present as a representative of the local press and was not a member of the Parish Council.

Public Participation: Mrs. Janet Woodhouse said that there were no County Council grants for developing the old telephone box in Pump Street as a library. She wondered if an organisation like the Girl Guides or Young Farmers would be prepared to get involved with this project. Mrs. Marion Brown, in conjunction with another parishioner who was not present, queried a number of items on the Local Plan questionnaire which had been issued to all households in the village following the recent Public Meeting. It was stressed that any specific questions could be put to Breckland Council officers and planners who would be present at the drop-in session at the Memorial Hall on 4th February.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 3rd February 2016**

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312 Those Councillors Present Were:

Mr. M. Phillips (Chairman), Mrs. J. Borgnis (Vice Chairman), Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. P. Grainger, Mrs. A. Keeble, Mr. J. Labouchere, Mr. C. MacEwan, Mr. C. Smith, Dr. P. Wade-Martins and Mrs. D. Warner.

Also in Attendance: Mr. K. Webb (Clerk), Mr. G. Bambridge (District Councillor), Mrs. M. White (Elmham News + Dereham and Fakenham Times) and four parishioners.

313 To Consider Apologies for Absence:

Mr. B. Borrett (County Councillor)

314 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.

(i) Mr. Labouchere reiterated that he owns land outside the current settlement boundary.

315 Minutes of Meeting held on Wednesday 6th January 2016:

Resolved to approve the minutes as a true and accurate record.

Proposed by Mr. MacEwan and seconded by Mrs. Borgnis. All in favour.

UPDATED INFORMATION AND MATTERS ARISING

316 Pump Street pump (item 281)

Nothing to report

317 Community Speed Watch (item 282)

Only two volunteers were left in the team so the equipment has been handed back.

318 Safe Route to School (item 283)

Nothing to report

319 Land Management Matters (item 284)

- (a) Village Green There are molehills on the western side of the path. Mr. Brown is dealing with these.
- (b) Cathedral Ruins Mrs. Keeble reported that, following the annual review with English Heritage, the final report had been received. Dr. Wade-Martins said that it was important to receive confirmation that funds were in the budget to enable repairs to the high wall to be carried out. Mr. Labouchere felt that visitors should not be allowed to enter this part of the site because of the safety issues. Mrs. Keeble will contact English Heritage by telephone to seek clarification on these matters.
- (c) Cathedral Meadows Part of the hedge is to be cut.
- (d) Broom Green Nothing to report
- (e) Millennium Wood Mr. Labouchere reported that, as the ground is very soft and wet following a lengthy period of continued rain, it has been agreed to start work at the end of August. In the meantime, only dead or dying ash will be removed. Thinning will also include the children's tree planting area (only dead or dying ash). All agreed to this action. Information had been obtained regarding cross compliance and there are no issues with this.
- (f) Bridleway on disused railway line Nothing to report
- (g) Prince William Wood Mr. Brown said that some heaps of brash remain and children had been playing in these. Mrs. Borgnis suggested that these should be left and all agreed. A fir tree had blown down and was laying in the wood. Mrs. Warner is to draw this to the attention of the owners.

320 Street Lights (item 285)

Two replacement lights have been installed. Mr. Fitzalan Howard said that all lights are working but he has identified ten that are staying on during the day.

321 Highway Matters (item 286)

Dr Wade-Martins reported that:

- (a) *Pavement weed control*: While he had not been able to obtain details of the overall plan for pavement spraying in the village, he has been assured that the edges of the safe route to school across the green and the inside of the church bend have now been included.
- (b) *Main street drains*: an order has been placed for all of these drains to be pumped out.
- (c) *Mud on the safe route to school*: Highways are currently looking at the possibility of reconstructing the section of footway which is low. They will be carrying out a level survey in the hope of being able to raise the footway across the area where it regularly floods in next year's programme.
- (d) *Footpath to the allotments*: Highways had just confirmed a price of £2,683.49 to construct a new footway from the Kings Head crossroads as far as the allotment steps, with the Parish Council being asked to pay half the cost. It was agreed that the clerk would confirm the order for this to be carried out within the next financial year.
- (e) *Cathedral Drive pavements*: Urgent repairs will be carried out in Oak Avenue, and a footway re-surfacing scheme is being considered for the longer term for the whole of Cathedral Drive, depending on resources.

322 Eastgate Centre (item 287)

Mr. Fitzalan Howard said that thanks had been expressed for the Parish Council grant.

323 Pavilion and Playing Field – Play Area (item 288)

The clothes and bottle banks have been emptied. The RoSPA report on the kickwall had been received and this detailed some concerns on the condition of it. These will be addressed. A communication had been forwarded by the Football Club advising that they are having to cancel the monthly standing order paying for the pavilion and playing field due to lack of funds. The league has seen a significant reduction in the number of teams and, as such, the number of games played is far less than in the past. They wish to continue playing football at North Elmham but want to renegotiate the price. It was agreed that Mr. Brown would talk to Jackie Price of the Football Club.

324 Parish Plan (Community Planning Action Group) (item 289)

Nothing to report

325 Dog Fouling (item 290)

See item 340

326 Allotments (item 291)

Nothing to report.

327 Community defibrillator (item 292)

Mrs. Warner said that there are seven volunteers and it is desirable for the service to be run through a Village Emergency Telephone System (VETS) where a dedicated telephone number, known to all, is installed. The costs will be an administration fee of £45 and £100 per annum (free for the first year). To relocate the defibrillator from the Memorial Hall will involve a charge of £283 + VAT. Mrs. Warner proposed that the move of the defibrillator be carried out and this was seconded by Mr. MacEwan. All in favour.

- 328 Play equipment and car park proposals (item 293)**
Nothing to report
- 329 Community Farm (item 294)**
Nothing to report
- 330 Steps from Institute to the burial ground (item 295)**
Nothing to report.
- 331 Detailed information map for village/Notice and Information Boards (item 296)**
Nothing to report
- 332 Volunteers (item 297)**
A strimmer is needed and a suitable model has been located by Mr. Brown. This will cost £419.20 (including VAT). Mr. Brown proposed this expenditure which was seconded by Dr. Wade-Martins. All in favour.
- 333 Village Maintenance (item 298)**
Nothing to report
- 334 Play Area Operating Policy (item 299)**
Nothing to report
- 335 Church Lane ownership (item 300)**
Nothing to report
- 336 Village Hall Group (item 301)**
Another meeting has been held with the Memorial Hall Committee. A feasibility study is to be commissioned to establish the options for the facility's development.
- 337 Planning Boundary/Local Plan (item 302)**
The Local Plan drop-in session is to take place in the Memorial Hall on 4th February. Thanks were expressed for the contributions made by Messrs Bambridge, Withington and Borrett at the Public Meeting and also to Mrs. Borgnis for chairing the evening.
- 338 Report from District Councillor**
Mr. Bambridge said that Breckland Council can help the parish to put in place a resilience plan to establish procedures for emergency situations. Mrs. Warner and the Clerk would be sent details.
- 339 To consider utilising the old telephone box as a library**
The suggestion to use the old telephone box as a library was considered to be, in principle, a good idea. It would, however, need someone to take responsibility for it. In addition, there is a mobile library which visits the village on a regular basis. On balance, it was regretfully decided not to proceed with this project.

340 Possibility of dogs being kept on leads

Breckland does not have a bylaw for dogs off the lead. As the landowners, however, we can establish a bylaw or erect a notice stating conditions for using the village green for dogs to be exercised. Mr. Grainger proposed that we retain the current position but monitor the situation. In addition, the signs should be renewed and they would also state that it is a legal requirement to keep dogs under control. This was seconded by Dr. Wade-Martins. All in favour. Mrs. Borgnis is to provide the appropriate wording for the signs.

341 Queen's birthday event

On 21st April, beacons will be lit across the country to celebrate the occasion and it was agreed to light the village's beacon.

342 Discussions with Mid-Norfolk Railway Preservation Trust

Dr Wade-Martins reported that he had attended one meeting with three representatives of the railway company: the Chairman (Barry Woodgate), Operations Manager (George Saville) and Marketing Manager (Charles Robinson). The company hopes to reach the Worthing crossing during 2016 and to be able to bring a train as far as the North Elmham crossing within a further year. At the moment no arrangements have been made to build a station in North Elmham and they are looking at options. Much depends on being able to reach a deal with the owner of the old station yard, but that does not seem possible at the moment. They have two other options in mind, but it seems that neither would provide sufficient space for car parking. If it is not possible to build a station in North Elmham, they will just press on towards County School which will be their main terminus.

Dr Wade-Martins had explained at the meeting that the Parish Council was keen to be fully involved in discussions about the future railway development in North Elmham and would be pleased to attend further meetings. In the meantime he knew that the Parish Council would be particularly concerned about three issues: (a) public safety, (b) a new access route from the current end of the public footpath at the buffers down to the main road, and (c) adequate car parking if a station is to be built in the village.

343 Accounts for Payment and Schedule of Income

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

11/1/16	E-on (monthly direct debit for streetlights - December)	£113.42
3/2/16	Age UK Norfolk (donation)	£100.00
3/2/16	K. Webb (annual computer costs allowance)	£25.00
3/2/16	M. Phillips (Chairman's half-yearly expenses)	£50.00
3/2/16	J. Borgnis (Vice Chairman's half-yearly expenses)	£25.00
3/2/16	Mole Country Stores (gate, hinge set, posts, rail and shield)	£306.84
3/2/16	Westcotec (new lantern and pole mounting bracket)	£948.00
3/2/16	Norfolk Parishes Training P'ship (D. Warner & C. MacEwan)	£90.00
3/2/16	Mole Country Stores (bait)	£30.72
3/2/16	Playsafety Ltd (post-installation inspection of kickwall)	£474.00
3/2/16	North Elmham Memorial Hall (hire for planning meeting)	£25.00
3/2/16	K. Webb (Clerk's pay for January)	£469.32
3/2/16	HMRC (tax on Clerk's pay for January)	£117.20
3/2/16	D. Tyson (pavilion cleaning for January)	£100.50
3/2/16	R. Brown (petrol, cleaning products, bacon rolls, tea, mat)	£100.98
3/2/16	Garden Tools and Equipment (strimmer)	£419.20

Expenditure accepted and approved by all members. (Proposed by Mrs. Warner and seconded by Mr. MacEwan)

b) Schedule of Income:

14/1/16	Pavilion lettings	£85.00
14/1/16	Allotment rent	£10.00
1/2/16	North Elmham F.C. (monthly s/o re hire of pitch & pavilion)	£37.50
7/12/15	Bank interest (from 7/9/15 to 6/12/15)	£2.14
3/2/16	HMRC (refund of VAT)	£2,793.55

344 To Consider Planning Applications and Determinations:

a) Applications

- (i) Mr. and Mrs. J. Slade – single storey rear extension and alterations – 17 Cathedral Drive, North Elmham – 3PL/2016/0010/F (supported)
- (ii) Mr. Jon Pennells – erection of hour houses – adjacent to 10/12 Larch Grove, North Elmham – 3PL/2015/1459/F (no objections other than it is outside the settlement boundary). Dr Wade-Martins declared an interest (friend of the owners).

b) Determinations

- (i) Mr. and Mrs. Snow, 1 Mill Cottages, Billingford Road, North Elmham – two storey side extension – 3PL/2015/1382/F – permission granted
- (ii) Mr. and Mrs. Dibble, The Paddocks, Great Heath Road, North Elmham – demolish rear conservatory and erect single storey side extension and front porch – 3PL/2015/1362F – permission granted

345 CORRESPONDENCE –3/2/16

- 1) Clerks and Councils Direct magazine for January 2016
- 2) NALC petition re PC right to appeal against planning decisions (Dr. Wade-Martins proposed that we support this petition. Seconded by Mr. Smith. All in favour)

346 Announcements

Police and Crime Commissioner election to take place on 5th May 2016

347 Agenda items for next meeting:

North Elmham Football Club – level of payments for facilities

348 Next Meeting:

Wednesday, 2nd March 2016 at 7.30 p.m.

There being no further business, the meeting closed at 9.35 p.m.

Chairman

Date

