

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: None

## North Elmham Parish Council

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**Minutes of the  
MEETING OF THE PARISH COUNCIL  
held at 7.30 p.m. at the Sports Pavilion on  
Wednesday 3<sup>rd</sup> August 2016**

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**114 Those Councillors Present Were:**

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

**Also in Attendance:** Mr. K. Webb (Clerk), Mrs. M. White (Elmham News + Dereham and Fakenham Times) and six parishioners.

**115 To Consider Apologies for Absence:**

Mr. T. Fitzalan Howard and Mr. C. Smith

**116 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.

**117 Minutes of Meeting held on Wednesday 6<sup>th</sup> July 2016:**

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

Proposed by Mr. Phillips and seconded by Mr. Labouchere. All in favour.

## **UPDATED INFORMATION AND MATTERS ARISING**

**118 Land Management Matters (item 082)**

(a) Village Green Mr. Brown has removed the ivy from the ash trees.

- (b) Cathedral Ruins The moat has been cut by the remotely controlled mowers.
- (c) Cathedral Meadows There has been an article in Elmham News concerning the creation of a list of wild flowers. The hay has been mown but one of the fields is infected by ragwort which needs to be removed. Mr. MacEwan is to obtain advice from Natural England. Mr. Fish does not want it as hay and is to be issued with the annual grazing rights agreement, together with the individual field notes drawn up by Dr. Wade-Martins.
- (d) Broom Green Nothing to report
- (e) Millennium Wood (see item 132)
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Nothing to report

**119 Street Lights (item 083)**

A light will eventually be needed for the new houses in Larch Grove.

**120 Highway Matters (item 084)**

Dr Wade-Martins reported that:

- (a) *Potholes* These should all be repaired during the next Rangers' visit on 8<sup>th</sup> August, when Highways signs should also be washed clean.
- (b) *Cathedral Drive pavements* have mostly been repaired and look much better.
- (c) *Muddy areas on Safe Route to School, Resurfacing of cul- de- sac off Eastgate Street and Weed control on Church Bend.* No progress on any of these but our contact in Highways is making strenuous efforts to push these projects forward.
- (d) *Trod to the allotments* Martin Phillips has submitted an application for 50% funding from the Parish Partnership scheme.
- (e) *Overhanging hedge obstructing pavement in Eastgate Street* The clerk had received no response to his letter of over a month ago to Mr Simon Thompson, and so it was agreed that he would ring Mr Thompson and then write to him saying that if the matter is not dealt with soon the Parish Council will cut the hedge back and then endeavour to reclaim the cost from Mr Thompson.

**121 Eastgate Centre (item 085)**

Nothing to report

**122 Pavilion and Playing Field – Play Area (item 086)**

Mr. Brown has not yet spoken to Jackie Price of North Elmham F.C. regarding the outstanding monies owed. These are now three months overdue. Mr. Brown will chase. Some tiles have been broken by the ball in a recent cricket match. The Cricket Club will pay for new tiles.

- 123 Dog Fouling (item 087)**  
Nothing to report
- 124 Allotments (item 088)**  
Mr. Phillips said that the allotments are being tidied and will then be advertised. New holders will be required to pay up front.
- 125 Community defibrillator (item 089)**  
Mrs. Warner reported that one of the volunteers has passed away. She is to investigate a training offer for up to 50 people.
- 126 Play equipment and car park proposals (item 090)**  
See item 136
- 127 Community Farm (item 091)**  
Nothing to report
- 128 Detailed information map for village/Notice and Information Boards (item 092)**  
Nothing to report
- 129 Volunteers (item 093)**  
Mr. Brown reported that three benches had been fitted at the far side of the playing field.
- 130 Village Maintenance (item 094)**  
Nothing to report
- 131 Village Hall Group (item 095)**  
See item 135
- 132 Millennium Wood information signs (item 096)**  
The order has been placed for a new panel and Ruth Murray can start work in September. Dr. Wade-Martins thanked the Chairman and Mr. Fitzalan Howard for their assistance with this project. Mr. Brown felt that a lot of money was being spent on the Millennium Wood and signs.
- 133 Village Resilience Plan (item 097)**  
Nothing to report
- 134 Bus routes (item 098)**  
Nothing to report
- 135 Report on Village Institute Hall (item 099)**  
Very sadly, Tim Rawlinson (Chairman) has passed away.
- 136 Play Area and Storm Shelter (item 100)**  
Mrs. Warner reported that, in a period of four months, two children aged 6 and 4 years from the same family, had broken an arm whilst using the slide. We are not aware of any other incidents.

Mr. Phillips was in attendance at one of the incidents. He stated the child was not being fully supervised and decided to get off the slide halfway down. The exact circumstances involving the other incident are not known. The parents have asked if the safety matting can be improved, so guidance has been sought from the manufacturers, NGF. They have responded by saying that clients want a fast slide which, as a result, increases the risk of landing awkwardly. There is an additional product which could be laid on top of the grass matting at a cost of £460. The play area has recently been subjected to a RoSPA safety inspection and the equipment has satisfied all requirements. It was agreed by all that Mrs. Warner would speak to Playsafety Ltd, who produced the RoSPA report, to obtain their thoughts on this matter and to ask for appropriate guidance.

The junior tower has recently been subjected to vandalism with six timbers being removed. The manufacturers are due to carry out the necessary repairs on 5<sup>th</sup> August.

Mr. Fitzalan Howard had viewed the storm shelter at Bintree when it was being repaired. Dr. Wade-Martins had seen it since and still had reservations about the quality of the shelter. The North Elmham shelter, which will come with a warranty, is being installed on 5<sup>th</sup> August. Messrs Brown and Phillips will be in attendance. After installation, its condition will be monitored.

**137 Refurbishment of the pump at the King's Head (item 101)**

Mr. Phillips said that the wood is being prepared with installation due by 15<sup>th</sup> August.

**138 Cathedral Ruins – high wall (item 103)**

Mrs. Keeble said that an e-mail had been sent to Michael Bunn, English Heritage Facilities Manager, concerning the dangerous condition of the structure but no progress has yet been made. The problem area has been cordoned off.

**139 Speeding/traffic management (item 105)**

The SAM2 camera has been moved to the 20 mph zone. Mr. Grainger said that David Law, Traffic Management Officer, had visited the site and is to arrange for two strips to be put on the road to establish whether the 20 mph limit is being respected. Mr. Bob Fletcher will be asked if the camera can be recalibrated so that it requests motorists to slow down when travelling in excess of 20 mph.

**140 Invitation to Local Plan Working Group for Interim Site Allocations and Settlement Boundaries Consultation (item 106)**

Mr. Labouchere attended the meeting on 15<sup>th</sup> July. The number of houses already allotted is 54 which is a greater number than the 2020 target. It was agreed to discuss the matter at the October meeting.

**141 Devolution**

It was agreed that no views would be submitted by the Parish Council. Members would make their own opinions known, if so desired.

#### 142 Discussions with the Mid-Norfolk Railway Company

Dr Wade-Martins reported that:

- (a) *Railway crossing* There has been no further flooding, although the company is being urged to take steps to repair or replace the southern crossing gate which is in poor condition.
- (b) *New railway station* The railway company is in discussion with planning officers about a suitable location for a car park to serve the site they have chosen for the station platform.
- (c) *Dangerous pile of concrete blocks close to the unofficial footpath* Company volunteers have manually dismantled the piles which they took to be dangerous and these heavy blocks have been re-stacked keeping the footpath clear.

#### 143 Dog bin for Church Lane

Dr. Wade-Martins had received a complaint about dog fouling in the Millennium Wood and Church Meadows. He proposed that a new dog bin be installed at the bend on the way to the Millennium Wood, subject to the District Council being able to collect with a bin lorry. There was no seconder for this proposition.

#### 144 Accounts for Payment and Schedule of Income

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

|        |   |         |
|--------|---|---------|
| 3/8/16 | Norse (monthly grounds maintenance)               | £822.66 |
| 3/8/16 | Thinking Rural (July payroll)                     | £12.00  |
| 3/8/16 | J. Duffield (work in the Ruins)                   | £220.00 |
| 3/8/16 | J. R. G. Fletcher (key keeping – June and July)   | £62.50  |
| 3/8/16 | Playsafety Ltd (annual RoSPA inspections)         | £214.20 |
| 3/8/16 | Camtrak (U.K.) Ltd – posts                        | £120.00 |
| 3/8/16 | Mole Country Stores (weedol rootkill)             | £19.99  |
| 3/8/16 | J. Brown (oil & petrol for strimmer + helmet set) | £107.91 |
| 3/8/16 | K. Webb (Clerk's pay for July)                    | £528.54 |
| 3/8/16 | HMRC (tax on Clerk's pay for July)                | £64.00  |
| 3/8/16 | D. Tyson (pavilion cleaning for July)             | £108.00 |

##### b) Schedule of Income:

|        |                                  |        |
|--------|----------------------------------|--------|
| 6/6/16 | Bank interest (7/3/16 to 5/6/16) | £2.32  |
| 7/7/16 | Pavilion takings                 | £90.00 |

(Expenditure approved by all members)

Thanks were expressed to Mr. Ronald Clarke for his strimming work.

**145 To Consider Planning Applications and Determinations:-**

**a) Applications**

- (i) Mr. K. Owen, Back Lane, North Elmham – barn conversion (removal of section of garden wall retrospective and landscaping works) – consultation amendment, listed building consent (3PL/2016/0724/LB) – no objections
- (ii) Mr. and Mrs. Granville Mark, Brookside Farm, Holt Road – demolish Brookside Farm and erect residential development, new access, community car park and public footpath (3PL/2015/0919/O) \*\*\*
- (iii) The Garrod Partnership Ltd, land to the north of Eastgate Street – new vehicular access and erect ten new dwellings (3PL/2016/0848/F) +++
- (iv) Mr. J. Pennells, site adjacent to 10/12 Larch Grove – erection of four one and a half storey dwelling houses (3PL/2015/1459/F) – permission granted for three houses

\*\*\* (ii) S106 agreement to be finalised. Dr. Wade-Martins, Mr. Phillips and Mr. Labouchere to take part in negotiations.

+++ (iii) Voting took place on this application. In favour – Mr. Brown, Mrs. Keeble, Mr. MacEwan, Mr. Phillips and Mrs. Warner. Against – Mr. Grainger and Dr. Wade-Martins. Mr. Labouchere abstained.

**b) Determinations**

None

**146 CORRESPONDENCE –3/8/16**

- 1) Environment Agency – work completed and planned – Upper River Wensum
- 2) Environment Agency – work completed and planned – Lower Wendling Beck
- 3) Environment Agency – work completed and planned – Middle River Wensum
- 4) E-mail from Mr. and Mrs. Gaume regarding accidents on the play park (see item 136)
- 5) Letter from Olivia Riley re proposed garden work at 35 Eastgate Street – no objections to house owner’s proposals.

**147 Announcements**

- a) Mrs. Keeble said that the annual horticultural show is to take place on 6<sup>th</sup> August
- b) Mrs. Warner and Mr. MacEwan are running for charity in the Norwich 10kms Run on 7<sup>th</sup> August
- c) Mr. Labouchere said that the Flower Festival commences on 27<sup>th</sup> August.

**148 Agenda items for next meeting:**

Revision of responsibilities of individual members

**149 Next Meetings:**

Wednesday, 7<sup>th</sup> September 2016 at 7.30 p.m.

This part of the meeting closed at 9.22 p.m.

**150 Confidential item: update on the evaluation of the current strategy regarding the possibility of future assets growth**

It was agreed to appoint Jonathan Rush of Brown and Co. for the purpose of obtaining a professional valuation. Dr. Wade-Martins, Mr. Labouchere and Mr. Phillips would take part in any initial negotiations.

There being no further business, the meeting closed at 9.38 p.m.

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Chairman

\_\_\_\_\_  
Date

