

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. Grainger (49 Holt Road) was concerned that a concrete paving drainage slap near 62 Holt Road was dangerous to pedestrians. Dr. Wade-Martins said that he would deal with the short term risk and he and Mr. Grainger would inspect it with a view to obtaining a more permanent solution with the assistance of Highways Department.

Mrs. Woodhouse said that last year Elmham News donated £50, which was matched by the Parish Council, for the purchase of bulbs. She wondered if the same could be done this year. All agreed.

Mr. Maidstone mentioned Back Lane towards the King's Head. A section near the wood has no pavement and is considered dangerous. Dr. Wade-Martins will inspect it. Mr. Maidstone was thanked for all his hard work in the rose garden at the top of the hill.

Mr. Ron Clarke (56 Orchard Close), who used to litter pick in the village, has recently passed away. His funeral is to be held tomorrow and Mr. Brown is to attend.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 13th September, 2017**

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131 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. P. Grainger, Mrs. A. Keeble, Mr. J. Labouchere, 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 8 parishioners

132 To Consider Apologies for Absence:

None

133 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.

134 Minutes of Meeting held on Wednesday 2nd August, 2017:

Resolved to approve the minutes as a true and accurate record. Proposed by Mr. Labouchere and seconded by Dr. Wade-Martins. Agreed by all.

UPDATED INFORMATION AND MATTERS ARISING

135 Land Management Matters (item 102)

- (a) Village Green Some items have been burnt on the green, near 10 Larch Grove. The police and fire service attended. The house owner believes that he owns the part of the green that he has utilised for his bonfire. Mr. Phillips is to examine the Land Registry in order to establish the precise position of the boundary.
Dr. Wade-Martins referred to the play area and proposed that it be called the Jim Heffernan Playground. Seconded by Mr. Labouchere. All in favour.
- (b) Cathedral Ruins Mrs. Keeble said that the auto cutting machine has successfully performed on the slopes. Mr. Duffield has done some extra work this month.
- (c) Cathedral Meadows Progress has been made on the repairs to Edward Cockerton's memorial seat.
- (d) Broom Green The water has been sprayed for the last time this year.
- (e) Millennium Wood Mr. Woodcock and the other parishioner have removed most of the timber and some of the brash.
- (f) Bridleway on disused railway line Nothing to report
- (g) Prince William Wood Nothing to report

136 Street Lights (item 103)

Light number 57 has been reinstated and, as agreed, 50% of the costs (£51) have been received from the house owner. The new light in Larch Grove is to be connected in the near future.

137 Highway Matters (item 104)

Mr Grainger reported that he and Dr Wade-Martins were working on the application for a Parish Partnership grant to construct the new build-out opposite the Old Vicarage in Holt Road. On speeding in Holt Road, our Neighbourhood Safety Officer, PC Amy Lucas, was seconded away to support a major crime investigation so there has been limited progress on setting up a meeting with police, highways, technology suppliers etc. However, Mr. Grainger has had discussions with our local SAM II supplier about their latest products which should be available to pilot in the New Year. The Parish Partnership bid for the first of the build-outs for Holt Road (Site 2) is being currently being submitted.

Dr Wade-Martins reported that:

1. Construction of the trod from the Kings Head crossroads to the allotment steps had been completed under the Parish Partnership Scheme. Mr Phillips said that he had used the trod which had greatly improved pedestrian safety.
2. All the reported potholes in the parish had been filled.
3. The blocked drain in Eastgate Street still needs to be cleared.

4. The muddy areas on the Safe Route to School have still not been repaired despite repeated requests to Highways over the past two years.
5. He had received two complaints about hedgerows overhanging the pavement to either side of Wellesley House to the north of the surgery. He had spoken to the owners, and they had agreed to rectify the situation.
6. There was a dislodged paving slab in the pavement in front of the Post Office. He had taken steps to have it re-set because it was a serious and immediate trip hazard and would also be reporting the matter to Highways for urgent action.

The clerk reported that he had received a reply from Highways about their pavement spraying which normally takes place twice a year in May and late summer.

The Clerk had attended the County Court in Norwich, for which he was thanked by members, regarding the action to recover the costs involved in cutting a resident's hedge. The claim was immediately dismissed on the grounds that there was no legal basis for it. Subsequent research indicates that the matter is covered by Section 154 of the Highways Act, 1980, and clarification will be sought from the Court on why this was not taken into account. (Proposed by Mr. Grainger and seconded by Dr. Wade-Martins. All in favour). The Clerk considered it unfortunate that effectively every council tax payer in the village had contributed financially, via the precept, to the cutting of a hedge belonging to one parishioner.

138 Eastgate Centre (item 105)

Nothing to report

139 Pavilion and Playing Field – Play Area (item 106)

Fire alarms have been installed. A fire extinguisher and blanket are to be purchased. Mr. Brown is to contact Steward Safety Supplies of Fakenham. Mr. Fitzalan Howard reported that a considerable amount of rubbish is thrown over the wall at the top of the playing field. A bin is to be provided for this area.

140 Dog Fouling (item 107)

Nothing to report

141 Allotments (item 108)

Rents are to be collected on 11th October, commencing at 6.00 p.m.

142 Community defibrillator (item 109)

Mrs. Warner showed an example of some excellent cards that are to be produced. An item is to be placed in Elmham News.

143 Play equipment and car park proposals (item 110)

Nothing to report

144 Community Farm (item 111)

Nothing to report

- 145 Detailed information map for village/Notice and Information Boards (item 112)**
The board from the car park at the top of the village is in a satisfactory condition and can be re-used.
- 146 Volunteers (item 113)**
Nothing to report
- 147 Village Maintenance (item 114)**
Nothing to report
- 148 Village Institute Hall (item 115)**
Nothing to report
- 149 Village Resilience Plan (item 116)**
Nothing to report
- 150 Bus routes (item 117)**
Nothing to report
- 151 Discussions with the Mid-Norfolk Railway Company (item 118)**
Nothing to report
- 152 Website (item 119)**
Details of all the charity accounts are now on the website
- 153 Neighbourhood Plan (item 120)**
See item 157
- 154 Shared Access – telecommunications mast (item 121)**
The agreement has been signed and was exchanged on 24th August, 2107. The date of the lease has been put back to 5th December, 2017 and the aim is for the work to be finished before that date. The sum of £40K should be released to the Parish Council in about one month.
- 155 Vacancy on Parish Council (item 128)**
There is a vacancy on the Parish Council. The required documentation has been received from the District Council and the position will be advertised on the notice boards and website.

156 Report from District Councillor

The Local Plan has been released. The housing distribution sets out that the village will provide an additional 91 dwellings over the plan period to 2036. Of these, 50 are currently either completed or committed. The new allocation for North Elmham is therefore 41 dwellings over the remainder of the Local Plan period to 2036. The appraisal of sites through the Local Plan has indicated that there are not enough suitable sites within the village to provide the full 41 dwellings allocation. The Local Plan is only able to allocate land for 27 dwellings.

157 Neighbourhood Plan

A neighbourhood plan would take between eighteen months and two years to complete but may well give the Parish Council greater influence regarding certain matters, including planning issues. It involves a lot of work and professional help is important. Mr. Bambridge advises that this should come from someone with planning expertise. The individual leading the group doesn't have to be on the Parish Council but the Parish Council has to be actively involved. The cost can be up to £20K but grants are available (central grant of £9K and Breckland Council grant of 50% of £9K). The first step in the process would be to consult parishioners. After discussion and bearing in mind that the requirement for additional housing over the next nineteen years is fourteen dwellings, it was agreed by all not to proceed with a Neighbourhood Plan. Proposed by Mr. Labouchere and seconded by Mr. Grainger. There was a general consensus that there should be a continuation of the present consistent policy in respect of all planning applications. A written document is to be produced confirming this policy.

158 Wheelie Bin stickers

There has been no contact from the person who originally made a suggestion regarding stickers. In the circumstances, it was agreed that no further action would be taken.

159 Accounts for Payment and Schedule of Income

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

12/7/17	HMCTS (trial fee re S. Thompson and hedge)	£25.00
11/8/17	E-on (street lights – July)	£144.06
11/9/17	E-on (street lights – August)	£144.06
13/9/17	D. Tyson (pavilion cleaning – August)	£90.00
2/8/17	R. Brown (various items for the pavilion)	£55.13
13/9/17	Thinking Rural (payroll for July)	£12.00
13/9/17	Thinking Rural (payroll for August)	£12.00
13/9/17	K. Webb (Clerk's pay for August)	£524.16

13/9/17 HMRC (tax on Clerk's pay for August)	£74.40
13/9/17 K. Webb (Clerk's pay for September)	£524.16
13/9/17 HMRC (tax on Clerk's pay for September)	£74.40
13/9/17 Norse (monthly grounds maintenance – August)	£822.66
13/9/17 Norse (monthly grounds maintenance – September)	£822.66
13/9/17 J. Duffield (work in Cathedral Ruins)	£492.00
13/9/17 J. R. Fletcher (key keeping – July and August)	£62.50
13/9/17 Mole Country Stores (salt road maxipack)	£35.52
13/9/17 Mole Country Stores (salt granular biasoft)	£52.14
13/9/17 Westcotec (removal and re-installation of light 57)	£102.00
13/9/17 LCF Law (legal services re mast and Shared Access)	£406.00
13/9/17 R. Brown (items for pavilion including smoke alarms)	£26.14
13/9/17 Cash (petty cash)	£200.00

(Expenditure approved by all members)

b) Schedule of Income:

3/8/17 Pavilion lettings	£130.00
31/8/17 Coif charity investment	£30.05
31/8/17 Coif charity investment	£48.61
4/9/17 Crawford and Co. (insurance monies for new play equipment)	£2,010.00
8/9/17 Rural Payments Agency (ESS higher entry level stewardship)	£2,024.09

Balances (as at 12/9/17):- Current a/c - £51,837.13, Business Premium a/c - £22,353.19

160 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Miss O. Riley, Stone Cottage, 35 Eastgate Street (3PL/2017/1023/HOU) – erection of single storey extension to rear of property (no objections)
- (ii) Mr. S. Sayer, Mill House farm, Billingford Road (3PL/2017/1113/VAR) – variation of condition (revised house design and site layout) - no objections
- (iii) Mr. R. Ravencroft, Oakleigh Garden Shop, 25 Station Road (3PL/2017/1056/F) – erection of two dwellings (four bedrooms) and garaging (no objections)

b) Determinations

- (i) Diocese of Norwich, the Vicarage, 48 Holt Road (3PL/2017/0407/HOU) – installation of a new oil tank (permission granted)
- (ii) The Garrod Partnership Ltd, land to the north of Eastgate Street (3PL/2017/0673/VAR) – variation of conditions (permission granted)
- (iii) Mr. and Mrs. G. Mark, Brookside Farm, Holt Road (3PL/2015/0919/O) – erect residential development, new access, community car park and public footpath (permission granted)

Brookside Farm (continued) - now that the Parish Council has been notified of the planning consent and the details of the associated Section 106 Agreement, it was agreed that the Parish Council, as the likely recipient of the three community assets, which will be created under the scheme (car park, footpaths and green space), should notify the planning officer that it was ready to start discussions with the planning department and with the owners of the site about the Specifications which will need to be approved under the terms of the Section 106 Agreement before the development can proceed.

161 CORRESPONDENCE –13/9/17

- 1) Clerks and Councils Direct magazine for September, 2017
- 2) Highway Rangers making a visit soon?
- 3) CPRE Field Work magazine – Summer 2017
- 4) CPRE Countryside Voice magazine – Summer 2017
- 5) Police Barnstorming Event – Snetterton on 19/7/17
- 6) An evening with Breckland Police at Watton on 23/10/17
- 7) BHIB Insurance Brokers (replacing Aon w.e.f. 2018)
- 8) Request from the Garrod Partnership for new street names (all agreed)
- 9) Local Plan – publication of the pre-submission document

162 Announcements

- (i) The Budget is to be discussed at the next meeting and members were asked to give consideration to items for inclusion.
- (ii) Mr. Wyatt has recently been ill and is still in hospital.
- (iii) Mr. Fitzalan Howard said that the village fete is to be held on Sunday, 20th May 2018

163 Agenda items for next meeting:

State of the village

164 Next Meeting:

Wednesday, 4th October, 2017 at 7.30 p.m.

There being no further business, the meeting closed at 9.29 p.m.

Chairman

Date