

Pre-Meeting Business: There was no representative of the local press present.

Public Participation: A parishioner had collected six large bags of rubbish from a litter pick. A regular litter pick, organised by the Parish Council, was suggested. Messrs Brown and Gower agreed to organise. A number of trees had been taken down near the railway line and there had been a fire that got out of control. Mr. Robinson is to investigate. The fence covering the hole near the church car park had been removed but it has since been covered by a resident. Mr. Phillips is to contact Open Reach.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 6th March, 2019**

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366 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. M. Gower, Mr. P. Grainger, Mr. J. Labouchere, Mr. C. Robinson and Dr. P. Wade-Martins.

Also in Attendance: Mr. K. Webb (Clerk), Mr. Chris Neil (NARS Chairman) and five parishioners.

367 To Consider Apologies for Absence:

Mr. C. Smith and Mr. G. Bambridge (County Councillor)

368 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.

369 Minutes of Meeting held on Wednesday, 6th February, 2019:

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

370 CPR and the defibrillator

Mr. Chris Neale, Chairman of NARS, explained the critical importance of establishing a team of first responders in the village. Volunteers are needed and they will be trained in CPR and how to use defibrillators. Ideally, eight first responders are required and Mr. Neale is to write a piece for Elmham News.

UPDATED INFORMATION AND MATTERS ARISING

371 Land Management Matters (item 339)

- (a) Village Green A revised quotation of £445 + VAT had been received in respect of the proposed work to the oak tree next to the property in Cedar Close. It was agreed to proceed with this. Another dog bin (Fido 25) plus post is required and will be ordered.
- (b) Cathedral Ruins The hedge planting has been finished with an extension along part of the east side of the site for which English Heritage has given an additional grant of £1,500.
- (c) Cathedral Meadows The hedge cutting permitted this year within the meadows has been finished and looks good. After discussion it was agreed that Dr Wade-Martins and Mr Gower will review options for the Cockerton memorial seat and report back next time.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood A sign is to be placed on the gate requesting that no dog waste bags are left behind.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Nothing to report.

372 Street Lights (item 340)

Mr. Fitzalan Howard reported that light number 42 is finally to be replaced in the first week of April, some eight months after the accident on 11th August, 2018.

373 Highway Matters (item 341)

Although there had been no formal reply yet from the Leader of the County Council to our four concerns Dr Wade-Martins was able to report that:

- (a) Highways now accepted that the build-out for Holt Road had already been designed and costed. They are now putting it into their works timetable and the work will involve traffic lights.
- (b) Highways are currently designing the new parking scheme for the west end of Eastgate Street and their design is awaited, as is the outcome of our Parish Partnership funding bid for the scheme.
- (c) There is no news on our suggestion that elevated transverse yellow warning lines should be installed at the east and west approaches to the Kings Head crossroads.
- (d) There is no news on which authority would like to receive the data from our SAM2 speed signs.

Mr. Labouchere queried the definition between Billingford Road and Station Road which seems to be indistinct. There is no Billingford Road sign at the moment and the Station Road sign needs to be slightly moved. It was agreed by all to approach Breckland Council. (Proposed by Mr. Labouchere and seconded by Dr. Wade-Martins, who is to draft an appropriate letter)

- 374 Eastgate Centre (item 342)**
Nothing to report
- 375 Pavilion and Playing Field – Play Area (item 343)**
The third quotation for grounds maintenance had not yet been received from CGM. The Clerk will chase. The Tennis Club has requested a Notice Board which they will pay for. This was agreed in principle. There are some potholes in the car park. Dr. Wade-Martins will provide some planings. The seat near the pavilion needs some repairs. Longham F.C. have advised that they have ambitions to play in a higher league. The referees would need a bigger room and a shower and they wonder if this could be done. They will be asked to provide more details (e.g. size of room required, cost of providing a shower, are they going to pay for it?)
- 376 Allotments (item 344)**
The services of a rat catcher have been utilised. Increasing amounts of rubbish are being dumped and fires lit. A sign will probably be erected asking for these activities to cease.
- 377 Detailed information map for village/Notice and Information Boards (item 345)**
Nothing to report
- 378 Volunteers (item 346)**
Nothing to report
- 379 Village Institute Hall (item 347)**
Please see item 389
- 380 Website (item 348)**
It is important to clarify and confirm that the note in the minutes of the meeting held on 5th December, 2018 should have read as follows:- “The annual server fee of £250 was approved and will be duly forwarded to Edit Websites Ltd. The members of the Parish Council wish to thank Mr. and Mrs. Ball for their excellent work on the website which they continue to provide free of charge”
- 381 Traffic and parking issues in Eastgate Street (item 349)**
Nothing to report
- 382 Member to act as planning applications “watcher” (item 350)**
Nothing to report
- 383 Church Meadow update (item 351)**
The fence on the southern border has been removed by neighbours. They will replace it with a stock proof fence at their expense.
- 384 Update on development matters (item 352)**
Nothing to report
- 385 V.E.T.S. (item 353)**
Nothing to report

- 386 New grit boxes (item 356)**
A response is awaited from Norfolk County Council regarding the request to have another grit box in Orchard Close. The Clerk will chase.
- 387 Draft agreement re the sale of land at Brookside Farm (item 357)**
The agreement has been signed by all interested parties. It is anticipated that the sale will be finalised within the next week.
- 388 Grounds maintenance contract (item 358)**
Please see item 375.
- 389 Memorial Hall (update following initial meeting) (item 355)**
A meeting had been held and it was agreed that matters requiring attention included a new boiler, new curtains, redecorating, a P.A. system and the replacement of some doors and chairs. It was estimated that the total cost would be in the region of £20K and this would enable the building to remain in use for the next 5/10 years. It had been decided that the lowering of the ceiling could be expensive and wasn't really necessary. Mr. Gower advised that the existing members would not wish to be on a committee for a new project. Mr. Labouchere suggested that blinds should be considered instead of curtains. Costed amounts for items are to be provided. Accounts are to be produced for the Annual Parish Meeting.

390 Accounts for Payment and Schedule of Income

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

| | | |
|---------|---|---------|
| 11/2/19 | E-on (street lights – January) | £177.36 |
| 6/3/19 | Thinking Rural (payroll services – January) | £12.00 |
| 6/3/19 | D. Tyson (pavilion cleaning for February) | £93.96 |
| 6/3/19 | K. Webb (Clerk's pay for February) | £648.24 |
| 6/3/19 | HMRC (tax on Clerk's pay) | £107.00 |
| 6/3/19 | HMRC (National Insurance on Clerk's pay) | £15.22 |
| 6/3/19 | J. Duffield (work in Cathedral Ruins and meadows) | £287.88 |
| 6/3/19 | J. R. Fletcher (key keeping) | £62.50 |
| 6/3/19 | T. H. Scott and Son (hedge cutting – Cathedral Meadows) | £864.00 |
| 6/3/19 | Norfolk Parish Training and Support (annual subscription) | £197.40 |
| 6/3/19 | Community Action Norfolk (annual subscription) | £20.00 |
| 6/3/19 | J. Borgnis (Chairman's half yearly expenses) | £50.00 |
| 6/3/19 | M. Phillips (Vice Chairman's half yearly expenses) | £50.00 |
| 6/3/19 | NARS (donation) | £200.00 |

(Expenditure approved by all members)

a) Schedule of Income:

| | | |
|---------|--|-----------|
| 7/2/19 | Pavilion takings | £20.00 |
| 7/2/19 | Allotment rents | £40.00 |
| 20/2/19 | Longham F. C. (rent – 10 matches) | £300.00 |
| 28/2/19 | HSBC (coif inc div) | £40.75 |
| 28/2/19 | HSBC (coif inc div) | £25.19 |
| 28/2/19 | English Heritage (hedge planting/grass cutting in the Ruins) | £1,500.00 |

Balances (as at 4/3/19):- Current a/c - £53,729.27, Business Premium a/c £27,407.19

391 To consider planning applications and determinations:-

a) Applications

- (i) Foxburrow Farm Ltd – single storey timber framed timber clad building to serve staff welfare – the field adjacent to Great Wood House, Brisley Road - (3PL/2019/0064/F) – no objections

(ii) Determinations

- (i) Mrs. H. Hetherington – two storey and single storey side extensions and add a brick skin - Dale Farm, Great Heath Road - (3PL/2018/1196/F) – refused.
- (ii) Mr. and Mrs. Jaggard – single storey extension, carport and garage – 101 Eastgate Street – (3PL/2019/0017/HOU) – approved.

392 CORRESPONDENCE –6/3/19

- 1) Clerks and Councils Direct magazine – March, 2019
- 2) Police crime updates – February, 2019
- 3) Breckland Local Plan and Policies Map – notification of public consultation
- 4) BHIB Councils Insurance – top tips for effective tree management
- 5) Request for donation from NARS. (It was agreed by all to make a donation of £200. Proposed by Dr. Wade-Martins and seconded by Mr. Grainger)
- 6) Visit England had requested a village photograph for their website. It was agreed to forward a photograph of the Ruins.

393 Announcements

None

394 Agenda items for next meeting:

None

395 Next Meeting:

Wednesday, 3rd April 2019 at 7.30 p.m.

There being no further business, the meeting closed at 9.12 p.m.

Chairman

Date

