

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

Public Participation: There are many potholes near Broom Green bridge. Dr. Wade-Martins will investigate. The plaque is still to be fitted on the pump at the King's Head and the pump at the north end of the village will be discussed at the next meeting.

North Elmham Parish Council

**Minutes of the
ANNUAL MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 8th May, 2019**

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001 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. M. Rayner, Mr. C. Smith and Dr. P. Wade-Martins.

Also in Attendance: Mr. K. Webb (Clerk), Mr. G. Bambridge (District Council) and five parishioners.

002 Election of Chairman

One nomination as follows:

Mrs. J. Borgnis (nominated by Mr. Brown and seconded by Mr. Phillips). All in favour.

003 Election of Vice Chairman

One nomination as follows:

Mr. M. Phillips (nominated by Dr. Wade-Martins and seconded by Mr. Gower). All in favour.

004 The Chairman welcomed Mr. M. Rayner to the Parish Council.

005 To Consider Apologies for Absence:

Mr. C. Robinson

006 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.

007 Minutes of Meeting held on Wednesday, 3rd April, 2019:

Resolved to approve the minutes as a true and accurate record. Agreed by all. (Proposed by Mr. Fitzalan Howard and seconded by Mr. Brown)

UPDATED INFORMATION AND MATTERS ARISING

008 Land Management Matters (item 400)

- (a) Village Green The dog bin has been installed.
- (b) Cathedral Ruins Horse riders have been seen in Millennium Wood and the Cathedral Ruins. The Chairman has spoken to them.
- (c) Cathedral Meadows Dr Wade-Martins reported that:
 - (i) The new finger post to go in the rose garden directing walkers to Cathedral Meadows, the Millennium Wood and the public footpath had been delivered and would soon be erected.
 - (ii) He hoped to come up soon with proposals for the new information panel which has been put in the budget for the New Year.
 - (iii) Church Meadow had been sprayed to remove the heavy infestations of nettles and thistles. The result will need monitoring in case more work is required.
 - (iv) The question of Mr. Fish's rent would be placed on the agenda for discussion at the next meeting.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood The top of the fence is collapsing. It will need attention within the next two months.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Nothing to report.

009 Street Lights (item 401)

Mr. Fitzalan Howard reported that light number 42 has finally been replaced, after almost nine months.

010 Highway Matters (item 402)

Dr Wade-Martins reported that:

- (a) At 3.15 that afternoon there were 52 cars parked on Church Hill between the school and the entrance to the Park. This was hazardous, and at the same time he was unloading elderly people out of cars into Tea at Two with lorries passing very close by. This demonstrated the need for the construction of the new car park in the Brookside Farm Development as well as a new Memorial Hall on a safer site. The chairman reminded the Parish Council that the latter will be an item for the next meeting.

- (b) He had put in a request to Breckland to move the point where Station Road changes to Billingford Road some weeks ago and was still waiting for a response despite a reminder.
- (c) Although the Highway Rangers had been expected in February there had been no sign of them so far, and the clerk's request for a clarification on the timing had not been answered.
- (d) The construction of the new build-out had been scheduled for the school holidays from 28th May to 31st May. During that time the main street will be closed with a long and unavoidable diversion via Bawdeswell. He was concerned about the lack of notice particularly for the surgery and local residents. The surgery requires 6 weeks' notice to re-schedule their clinics, yet they were not notified until 7th May, although PWM had made sure they knew by about 29th April. Highways were not agreeing to permit access for ambulances in an emergency, but he was pressing them to give way on this.
- (e) At the same time as the build-out is to be constructed, the double yellow lines will be repainted on the Post Office bend taking advantage of the road closure.
- (f) Design details of the new Eastgate Street parking scheme are still awaited from Highways even though funding had been agreed!
- (g) It is now time to think about our next Parish Partnership bid. To limit traffic movements in Eastgate Street is an option to consider. This will need discussion next time.
- (h) He had not yet drafted a letter to go the Leader of NCC about the lack of enthusiasm by both Highways and the Police to collect SAM2 data. He and Paul Grainger will draft letters to both with copies to the Police Commissioner and the appropriate local police officer.
- (i) Police Officer Paula Gilluley is to be invited to the next meeting of the Parish Council.

011 Eastgate Centre (item 403)

Nothing to report.

012 Pavilion and Playing Field – Play Area (item 404)

Longham Football Club achieved promotion and will be moving to Foulsham next season as they require improved facilities in the higher league. The goals have been dismantled. It is likely that Fakenham Cricket Club's third team will also be seeking an alternative facility due to onerous pitch preparation charges applied by North Elmham Cricket Club. The annual RoSPA inspections will take place next month.

013 Allotments (item 405)

The pest controller is to revisit.

014 Volunteers (item 407)

The goals have been removed, the dog bin installed and the seat repaired.

015 Village Institute Hall (item 408)

Nothing to report

016 Website (item 409)

Nothing to report

017 Traffic and parking issues in Eastgate Street (item 410)

Nothing to report

- 018 Church Meadow update (item 412)**
The fence has been erected and the Chairman will write to the neighbour to confirm that the boundary is the hedge, not the fence. An ash tree, which appears to have dieback, needs to be removed. Dr. Wade-Martins will inspect it. All trees are to be reviewed.
- 019 Update on development matters (item 413)**
Nothing to report
- 020 V.E.T.S. (item 414)**
Nothing to report
- 021 Draft agreement re the sale of land at Brookside Farm (item 416)**
Nothing to report.
- 022 Plans for all weather footpath from Oak Avenue to Spencer Close (item 419)**
Mr. Smith is to obtain quotations.
- 023 Report from District Councillor**
Mr. Bambridge had been re-elected and said that the Local Plan is expected to be finalised some time in the summer. His report had been circulated and was as follows:-
- “I am pleased to be able to confirm that I have been re-elected as member for Upper Wensum Ward for this term. Bill Borrett is the other councillor elected so there is no change. At Breckland the overall control of the council has not substantially changed with Con 37 (-1) Lab 6 (+3) Ind 4 (+1) G 2 (+2)
- Whilst I expect to retain the planning portfolio at Breckland, this is to be confirmed, I do commit to give the parishes the same level of service as in the past. If informed of parish meetings and other events I will seek to attend. This week for example I have a meeting tonight in Sparham which I will be at. Likewise tomorrow at North Elmham. Thursday there are two meetings, Bawdeswell and Brisley, and it is likely I will not be back in Norfolk in time to attend either, if I am I will. But I will be happy to meet with councils or parish councillors at another time. Next week I have three parishes meeting on Tuesday, one on Wednesday (which may be cancelled) one on Thursday. Also there are a number of daytime meetings within Breckland over this period.
- I am also hopeful of retaining my seat on the drainage board, This is particularly relevant to parishes with flood risks.

Breckland as a council is committed to retaining a system of grants for parish projects and this will be of particular interest to the two villages who have expressed an interest in major projects into the future, please speak to me about any help I can give I am also interested in supporting smaller village projects and even individuals sometimes. This is our ward, so let us all now join together to make it the very best we can for all of us who live and work here. Breckland have earmarked £1.4m for various grants for 2019/20 and a similar sum for the following year. Small grants are up to £5K and large up to £20K. The fund is managed by Norfolk Community who can also assist in accessing other funds, but the Breckland fund has to be allocated by Breckland and needs to be signed off by one of your ward members.

I am expecting the Local Plan to be signed off in the summer. We have no neighbourhood plans in the offing in the ward, but if you are interested I am happy to discuss.

Breckland enter the new term with a new Leader, whom we expect to be formally voted in at the first council meeting. Sam Chapman Allen has been deputy leader for sometime and I expect him to do a great job in representing us across the country. Within the ward it is not always appreciated that Breckland punches above its weight in influence and leadership throughout the UK. William Nunn retains his seat on the council.

As before I can be contacted on the addresses below and in various ways. I am active on social media, and will always promote village activities as widely as I am able. With election pressures, if I have missed anything you have asked for, please ask again.”

024 Accounts for Payment and Schedule of Income

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

12/4/19	E-on (street lights – March)	£202.14
8/5/19	Thinking Rural (payroll services – March)	£12.00
8/5/19	D. Tyson (pavilion cleaning for April)	£98.52
8/5/19	Mole Country Stores (shield stake)	£72.00
8/5/19	J. R. G. Fletcher (key keeping for March and April)	£62.50
8/5/19	Anglian Water (Pavilion from 3/1/19 to 3/4/19)	£29.46
8/5/19	Anglian Water (Playing Field from 3/1/19 to 3/4/19)	£181.31
8/5/19	CGM (grounds maintenance)	£781.12
8/5/19	Glasdon (dog waste bin)	£152.03
8/5/19	BHIB (annual insurance)	£593.38
8/5/19	K. Webb (Clerk’s pay for April)	£693.44
8/5/19	HMRC (tax on Clerk’s pay)	£77.40
8/5/19	HMRC (National Insurance on Clerk’s pay)	£15.22
8/5/19	Thinking Rural (payroll services – April)	£12.00
8/5/19	Soanes Signs (finger post near Cathedral Meadows)	£336.00

(Expenditure approved by all members)

b) Schedule of Income:

5/4/19	Breckland Council (Precept – half year)	£18,954.50
5/4/19	Pavilion takings	£175.00
25/4/19	Rural Payments Agency (Higher Entry Level Stewardship)	£674.71
1/5/19	Foxburrow Farm (AMS rent – half year)	£2,344.50

Balances (as at 7/5/19):- Current a/c - £69,747.20, Business Premium a/c £27,920.61

The Vice Chairman presented the end of year figures which were broadly in line with expectations. There had been one significant exceptional item – the purchase of additional land near the church for £29K.

025 To consider planning applications and determinations:-

a) Applications

- (i) Jon Pennells – erection of new dwelling on land off Larch Grove – site plan updated to include surrounding development - (3PL/2019/0369/F). A letter from the applicant was read out by the Chairman. The following comment, however, is to be made:- “The Parish Council wishes to confirm the comments made dated 25/4/19. On this occasion, all 11 members are unanimous in objecting to this application for the reasons previously given”. The comments previously given were as follows:- “The application papers are misleading in that they do not show the four new houses that have already been built or are close to completion adjacent to this site. The application seeks to insert an additional house in the middle of this development, not on the edge - in the view of the PC seriously detracting from the allure and empathy of the existing site and creating a cramped environment. The proposed new house appears to be an afterthought and would not fit well with the existing design or layout. Larch Grove largely has grown piecemeal and this would be a development too far, in that it would seriously reduce the amenity and appeal of the site. Consequently, North Elmham Parish Council strongly recommends refusal of this application”
- (ii) Mr. M. Chapman – change of use from garden shop to residential property at 25 Station Road – (3PL/2019/0449/F) – no objections
- (iii) Mr. and Mrs. Jensen – extension to provide new additional bathroom and amendment to planning permission to allow glazing both sides at Threshing Barn, Worthing Road – (3PL/2019/0330/HOU) – no objections

b) Determinations

None

026 CORRESPONDENCE –8/5/19

- 1) CPRE Field Work magazine for Spring 2019
- 2) Countryside Voice magazine for Spring 2019
- 3) Police Crime Update report for March 2019
- 4) CPRE Rural Housing Conference at Dereham on 6/9/19
- 5) Clerks and Councils Direct magazine for May 2019
- 6) NNDC – Consultation on first draft of Local Plan.

027 Announcements

- a) The village fete will take place on Sunday, 19th May.
- b) There will be a circus on the village green on 11th and 12th May.
- c) Thirty people took part in a very successful litter pick.

028 Agenda items for next meeting:

- a) Pump at north end of village
- b) Plaque on King's Head pump
- c) Rental assessment
- d) Memorial Hall

029 Next Meeting:

Wednesday, 29th May 2019 at 7.30 p.m. (Annual Parish Meeting) and
Wednesday, 5th June 2019 at 7.30 p.m. (Parish Council Meeting)

There being no further business, the meeting closed at 9.00 p.m.

Chairman

Date

