

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

Public Participation: The Parish Council was thanked for the various attempts to stop speeding through the village and it was asked if speed bumps could be put on Church Hill. Another build out is planned for this area but Highways have advised us to wait until the Brookside development, with car park, is in place so the impact of this can be assessed. An opinion was given that the village is scruffy and it was asked if someone could be paid to tidy it up. Highways should spray the pavements but this task has yet to be carried out. In addition, the pavilion car park also needs to be sprayed. Another parishioner did not agree with the build out and felt it was a waste of tax payers' money. He also asked why the Parish Council was not dealing with the owners of vehicles parked on pavements. It was explained that this is a matter for the police and they should be contacted to assist when required.

## 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 5<sup>th</sup> June, 2019**

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**030 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. J. Labouchere, Mr. M. Rayner, Mr. C. Robinson (from 8.30 p.m.), Mr. C. Smith and Dr. P. Wade-Martins.

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

**031 To Consider Apologies for Absence:**

Mr. P. Grainger, Mr. M. Gower, Mr. C. Robinson (arrived at 8.30 p.m.) and Mr. G. Bambridge (District Councillor)

**032 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.

**033 Minutes of Meeting held on Wednesday, 8<sup>th</sup> May, 2019:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

### **034 Land Management Matters (item 008)**

- (a) Village Green Some equipment needs attention – the zip wire (Mr. Phillips to report) and the gates (Mr. Labouchere to attend)
- (b) Cathedral Ruins The slopes have been cut and the main areas are soon to be cut. Knotweed has returned and will be tackled.
- (c) Cathedral Meadows The new finger post to Cathedral Meadows, the Millennium Wood and public footpath has been installed, replacing the two existing finger posts in the rose garden. Discussion of the Cathedral Meadows information panel was postponed until more members were present at the next meeting. John Labouchere was congratulated on completing the repairs to the Cockerton Memorial seat which had been re-instated by him and Mike Gower.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood The fence is to be tightened.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Nothing to report.

### **035 Street Lights (item 009)**

Nothing to report

### **036 Highway Matters (item 010)**

Dr Wade-Martins and the Clerk reported that:

- a. Breckland have now responded to the proposed changes to the location of the Station Road sign and the need to install a new Billingford Road sign. They have misunderstood the correct position of the Station Road sign and a corrected position will be sent to them.
- b. There is still no sign of the Highway Rangers who were “coming soon” in February.
- c. The new build-out was constructed successfully, although the temporary signage for the road closure was a disaster. The contract supervisor was helpful by bringing in banksmen to enforce the closure arrangements. PWM has written to our Highways engineer and his assistant to thank them for the outcome and to point out how defective the temporary signage proved to be. Highways had agreed to let ambulances through in an emergency to the surgery which was helpful.
- c. The double yellow lines were re-painted before the road was re-opened to traffic.
- d. A group of councillors had attended a site meeting with the Clerk earlier in the week to review the proposed parking scheme for Eastgate Street and had given it their full support with one slight adjustment to the length of the white H-bar. Council agreed that the next step was to carry out a consultation with the residents, and the chair will draft a consultation letter.
- e. PWM reminded Council that it will soon be time to consider a further Parish Partnership bid but it seems sensible to complete the proposal for the Eastgate Street parking scheme first.

- f. The Clerk had sent letters to the Chief Constable and to the Leader of NCC about their reluctance to receive the data from the SAM2 speed signs and to install elevated yellow warning lines at the approaches to the Kings Head crossroads.
- g. Police Officer Paula Gilluley had been invited to this meeting but had not responded.
- h. Following comments made by a member of the public at the start of the evening, PWM will contact Highways about:
  - Not spraying the pavements and roadside verges,
  - Not sweeping the verges,
  - The lack of a visit from the Highway Rangers since February,
  - The lack of information about creating an account with them to report Highways issues.

**037 Eastgate Centre (item 011)**

Nothing to report.

**038 Pavilion and Playing Field – Play Area (item 012)**

Mr. Brown is to obtain two quotations to have the pavilion decorated. The pavements and car park need spraying and Dr. Wade-Martins will obtain two quotations from contractors with the appropriate licence. Dr. Wade-Martins will also speak to Highways about sweeping the village.

**039 Allotments (item 013)**

Nothing to report

**040 Volunteers (item 014)**

Nothing to report

**041 Village Institute Hall (item 015)**

Please see item 051

**042 Website (item 016)**

Nothing to report

**043 Traffic and parking issues in Eastgate Street (item 017)**

Nothing to report

**044 Church Meadow update (item 018)**

PWM had examined the old ash tree at the entrance to Church Meadow and feels that it is unsafe with many dead branches. The job was too big for Julian Duffield and a tree contractor will be asked to quote for (a) total felling and (b) removal of the dead limbs. The spraying of Church Meadow has killed most of the nettles and thistles but a further knapsack spray may be necessary.

**045 V.E.T.S. (item 020)**

Nothing to report

**046 Draft agreement re the sale of land at Brookside Farm (item 021)**

Plans should be available in the near future.

- 047 Plans for all weather footpath from Oak Avenue to Spencer Close (item 022)**  
Mr. Smith is in the process of obtaining quotations.
- 048 Pump at the north end of the village**  
Not all the pieces remain but a quotation for £1,270 has been obtained. This sum is in the budget and it may be possible to obtain a grant from Breckland Council.
- 049 Plaque for the King's Head pump**  
This matter is proceeding and Mr. Phillips has produced wording for the plaque.
- 050 Rental assessment**  
It was agreed by all not to agree to Mr. Fish's request to reduce his rent by £100 for this year. Proposed by Mr. Phillips and seconded by Mr. Labouchere.  
Mr. Grainger had previously proposed to have a review of rents and assets. It was agreed to place this matter on the agenda for the meeting to be held in August. In the meantime, the Chairman, Vice Chairman and Mr. Grainger will have a meeting.
- 051 Memorial Hall**  
Mr. Smith reported that a meeting had been held and there is a plan for refurbishment. The kitchen and toilets, in particular, need attention. Quotations are being obtained. The stage area requires improvement as well.
- 052 Welcome – VE Day 75**  
A reminder had been received regarding this important event which is to take place on 8<sup>th</sup> May, 2020. Something is apparently being planned at the Memorial Hall (40's night and street party). The matter will be placed on the agenda for the meeting to be held in August.
- 053 Duties and responsibilities of Councillors**  
A new list has been produced.
- 054 Accounts for Payment and Schedule of Income**
- a) Resolved to approve the following Accounts for payment:-**
- |         |  |         |
|---------|--|---------|
| 11/5/19 | E-on (street lights – April)                                 | £195.62 |
| 5/6/19  | D. Tyson (pavilion cleaning for May)                         | £98.52  |
| 5/6/19  | R. Brown (various items for allotments and pavilion)         | £80.91  |
| 5/6/19  | CGM (grounds maintenance)                                    | £781.12 |
| 5/6/19  | K. Webb (Clerk's pay for May)                                | £693.44 |
| 5/6/19  | HMRC (tax on Clerk's pay)                                    | £77.40  |
| 5/6/19  | HMRC (National Insurance on Clerk's pay)                     | £15.22  |
| 5/6/19  | J. Labouchere (restoration of Cockerton seat inc. materials) | £138.10 |
| 5/6/19  | R. Hart (supply and application of herbicide to meadow)      | £222.00 |
| 5/6/19  | Surelock Security (padlocks and chains – gates)              | £51.84  |
| 5/6/19  | Paper-Klip (box of copier paper)                             | £22.50  |
| 5/6/19  | J. Duffield (work in Cathedral Ruins – April)                | £388.00 |
| 5/6/19  | J. Duffield (work in Cathedral Ruins – May)                  | £382.96 |

(Expenditure approved by all members)

**b) Schedule of Income:**

9/5/19 Pavilion takings	£50.00
16/5/19 Breckland Council (recycling)	£1,218.11

Balances (as at 17/5/19):- Current a/c - £67,727.31, Business Premium a/c £27,920.61

**055 To consider planning applications and determinations:-**

**a) Applications**

- (i) Martin Collier – to replace sash windows with slimline double-glazed units at Mill House, Worthing Road - (3PL/2019/0516/LB) – no objections
- (ii) Hellen Hetherington – erection of extensions to side of property and add a skin around the existing walls at Dale Farm, Great Heath Road (revised location plan and ownership certificate) – (3PL/2019/0332/F) – Planning Group to visit to inspect
- (iii) Jermy Ashford – brick build double garage at Orchard House, Pump Street – (3PL/2019/0537/F) – no objections

**b) Determinations**

None

**056 CORRESPONDENCE –5/6/19**

- 1) Clerks and Councils Direct magazine for May 2019
- 2) Breckland Council's re-consultation on main modifications to the Local Plan
- 3) CPRE pledge re NNDC's Draft Local Plan consultation
- 4) Police Crime Update report for May 2019
- 5) Invitation to the Fakenham Railway Heritage Project – 20/7/19 (to be attended by Dr. Wade-Martins and Mr. Rayner)
- 6) Letter of introduction from the new Leader of Breckland Council
- 7) Letter from Billingford Parish Council regarding increased traffic and noise on the B1145. (All in favour of taking no action regarding a united response – proposed by Dr. Wade-Martins and seconded by Mr. Smith)
- 8) Letter from Norfolk Wildlife Trust re habitat and ponds project (Clerk to advise them of the Upper Wensum Cluster Farm Group and Broom Green pond)

**057 Announcements**

There will be a meeting on 12<sup>th</sup> June in the pavilion to discuss a fun cricket match which is to take place on the August Bank Holiday.

**058 Agenda items for next meeting:**

- a) New information panel
- b) Memorial Hall Working Group

**059 Next Meeting:**

Wednesday, 3<sup>rd</sup> July 2019 at 7.30 p.m.

There being no further business, the meeting closed at 9.30 p.m.

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Chairman

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Date



