

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

Public Participation: A view was expressed that there appeared to be a lack of interest from the Parish Council in Prince William Wood. It was felt that it should be given similar attention to Millennium Wood. In particular, the following items were requested:-

- (i) A rubbish bin, near the main gate through Orchard Close.
- (ii) A dog waste bin.
- (iii) A board giving details of the Wood's history.
- (iv) Fencing to show a clear boundary. It was mentioned that some children ride their bikes in the Wood and there was a danger of them cycling straight on to the road.

These requests will be included on the agenda for consideration at the next meeting.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 4th December, 2019**

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235 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. P. Grainger, Mr. M. Rayner, Mr. C. Smith and Dr. P. Wade-Martins.

Also in Attendance: Mr. K. Webb (Clerk), four parishioners and Mr. B. Borrett (County Councillor)

236 To Consider Apologies for Absence:

Mr. F. Fitzalan Howard, Mr. J. Labouchere, Mr. C. Robinson and Mr. G. Bambridge (District Councillor)

237 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.

238 Minutes of Meeting held on Wednesday, 6th November, 2019:

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

UPDATED INFORMATION AND MATTERS ARISING

239 Land Management Matters (item 201)

- (a) Village Green Nothing to report.
- (b) Cathedral Ruins The new rubbish bin has arrived.
- (c) Cathedral Meadows Progress is being made with the information panel. Dr. Wade-Martins is to have a meeting with the designer next week. Thanks were expressed to Dave Appleton and Tom Fitzalan Howard for their assistance with the panel.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood Nothing to report.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Please refer to comments under “Public Participation”

240 Street Lights (item 202)

Nothing to report.

241 Highway Matters (item 203)

Parish Partnership bid 2020/21

Dr Wade-Martins reported in a pre-circulated memo as follows:

At the last Parish Council meeting I reported (minute 203) on where we were in our discussions with County Highways about our bid for the next round of Parish Partnership funding. Four options had been identified, and we were waiting for their costs for each of them. It was agreed that the chair, vice chair, Paul Grainger and myself should meet to consider their costings when they became available. Our meeting was fixed for 2.30pm on 28th November, and the data we needed arrived at 11.30am! Anyway, we have it now, and your working group recommends as follows (**the figures quoted are the full cost of each items for which we would pay 50%**).

- **20mph repeater signs facing both ways on both lamp posts on either side of the post office bend.** This will be in addition to the pair on the post opposite Cathedral Drive. Highways are also suggesting a third pair outside No. 70. We fully support this since we believe this to be the most dangerous stretch of road in the village. The costs will be **£1,500**.
- **Install more obvious and more informative signs on the eastern and western approaches to the Kings Head crossroads; install more advance Give Way signs and refresh white lines with SLOW and new road markings.** The reason for this is that we have had a number of potentially serious accidents at the crossroads where drivers have been taken by surprise by the crossroads and crashed across the road taking our street furniture with them. The approximate costs will be **£3,000**.

(We also would like to have on the signs a discouragement for HGVs from driving through the village and to re-route them via Brisley. Highways say this can't be done, but it is already done on the signs for the north-south route, so we will push for this addition when ordering the signs.)

- **Install “gateways” in place of 30mph signs on Billingford Road with 30mph roundels and PLEASE DRIVE CAREFULLY on the gates.** We fully support this, although care must be taken so that they can't obstruct the vision of drivers coming out of the Worthing turn. The costs will be **£2,800**.
- **Extend ladder markings all along Station Road from the Worthing turn to the railway crossing.** Highways say that “ladder markings at this location are being discouraged”, but don't say why. They recommend removing the existing white lines and have nothing, but we believe that this could make Station Road more dangerous, so we would like to push back on this and hold this over for another year.

The total cost of the initiatives will be £7,300, with the Parish paying half, ie **£3,650**. This can be covered within our budget for next year.

It was agreed unanimously to accept the proposals as drafted.

Other matters

- a. Discussions about the Eastgate Street parking were ongoing with the residents concerned, and arrangements were being made for a further site meeting with them to finalise details.
- b. Mr Grainger had tried again to ask the police to set up speed traps on Station Road, but without success.
- c. Highways have not yet carried out their test on a resident's driveway to study the accessibility of the driveway as promised. PWM promised to chase this up.
- d. The farmer at the bottom end of Eastgate Street had done nothing to remove his overhanging branches, even though the clerk had spoken to him twice and PWM had also spoken to him twice, so it was agreed that the clerk would write to the Highways engineer concerned and ask him to take enforcement action.

242 Eastgate Centre (item 204)

Nothing to report

243 Pavilion and Playing Field – Play Area (item 205)

Nothing to report

244 Allotments (item 206)

Mr. Phillips reported that four long-term plots are empty. He wondered if these could be used to grow Christmas trees. A costing will be carried out.

245 Volunteers (item 207)

Nothing to report.

- 246 Website (item 208)**
Nothing to report
- 247 Plans for all weather footpath from Oak Avenue to Spencer Close (item 211)**
Mr. Smith had received one quotation for the work and two more are to be obtained.
- 248 Pump at the north end of the village (item 212)**
Nothing to report
- 249 Rental assessment (item 214)**
Nothing to report
- 250 Memorial Hall (item 215)**
Nothing to report
- 251 The Memorial Hall Working Group (item 216)**
Nothing to report
- 252 Junior football coaching (item 217)**
Nothing to report
- 253 North Elmham Community Plan (item 218)**
Nothing to report
- 254 Footpath on railway line (item 219)**
Oak trees have been cut down in the area north of the footbridge which is in a Conservation Area. The matter has been reported to Breckland Council. We understand that Mr. Robinson is to have a meeting with Mr. Hugh Coggles, the Tree and Countryside Officer at Breckland Council.
- 255 Heritage Railway (item 221)**
Nothing to report
- 256 Brookside Development (item 222)**
The developers are no longer offering to provide any affordable housing.
- 257 Report of CPRE Rural Housing Conference (item 224)**
James Heaton, the Housing Enabling Officer, will be invited to the next Parish Council meeting.
- 258 Footpaths (entrances and exits) (item 225)**
Mr. Fitzalan Howard had forwarded a report advising that he is to have a meeting with the landowners within the next ten days regarding the permissive footpath across the land to the old railway.

259 Visit to recycling Centre (item 227)

Dr Wade-Martins had arranged a visit for five councillors to attend a guided tour of the plant on Wednesday 5th February. The chairman, Mr. Smith, Mr. Rayner and Doctor Wade-Martins offered to attend, and in his absence Tom Fitzalan Howard was to be invited as well. People with heart pacemakers are not permitted on site.

260 Maintenance of Parish Seats (item 228)

Dr Wade-Martins reported that he had examined all eleven seats for which the Parish Council has some responsibility. He had noted which ones had affiliations with various families and who also had relatives commemorated. He had obtained an approximate price of £360 plus materials to clean down all woodwork on the seats and to coat with preservative as appropriate. He recommended that a figure of £400 should be put in the budget for 2020/21. This was agreed.

261 Report from County/District Councillor

Mr. Borrett said that Mr. Bambridge was making good progress. Breckland Council now has a land supply of five years and the Local Plan has finally been adopted. It can be challenged during the next six weeks. Mr. Borrett reported that there are traffic speeding issues all over the County. It is a common problem.

262 Annual Budget

Mr. Phillips presented the half yearly Management Financial Report for the current year. The figures were broadly in line with expectations. The draft budget figures for 2020/2021 were discussed with predicted income of £60,609 and expenditure of £59,733. Some minor adjustments will be made before the next meeting at which the Precept to be requested will be confirmed.

263 Accounts for Payment and Schedule of Income

a) Resolved to approve the following Accounts for payment:-	
13/11/19 E-on (street lights – October)	£202.14
4/12/19 D. Tyson (pavilion cleaning for November)	£98.52
4/12/19 Thinking Rural (payroll services for Oct and Nov)	£24.00
4/12/19 K. Webb (Clerk's pay for November)	£693.44
4/12/19 HMRC (tax on Clerk's pay)	£77.40
4/12/19 HMRC (National Insurance on Clerk's pay)	£15.22
4/12/19 R. Brown (various items for the pavilion)	£91.68
4/12/19 Norfolk Woods and Hedges (various tree work)	£1,500.00
4/12/19 Glasdon U.K. Ltd (litter bin)	£301.72
4/12/19 Westcotec Ltd (annual street lighting maintenance)	£658.34
4/12/19 North Elmham PCC (donation)	£900.00
4/12/19 N.E.Y. & C.D.T. (Eastgate Centre – donation)	£250.00
4/12/19 J. Borgnis (Chairman's half yearly expenses)	£50.00
4/12/19 M. Phillips (Vice Chairman's half yearly expenses)	£50.00
4/12/19 SLCC (annual subscription)	£161.00
4/12/19 ALCC (annual subscription)	£40.00
4/12/19 J. Duffield (work in Cathedral Ruins and salt)	£156.98
4/12/19 J. Borgnis (Festive Lights)	£30.95
4/12/19 K. Webb (Clerk's travel expenses for August to November)	£70.65

28/11/19	Public Works Loan Board – Village Green repayment	£626.45
2/12/19	Public Works Loan Board – Street Lights repayment	£1,753.41

(Expenditure approved by all members)

b) Schedule of Income:

8/11/19	Pavilion takings	£10.00
18/11/19	Allotment rents	£210.00
29/11/19	Coif Charity Investment	£42.45
29/11/19	Coif Charity Investment	£26.24
29/11/19	Foxburrow Farm Ltd (AMS rent – half year)	£1,844.50

Balances (as at 2/10/19):- Current a/c - £75,791.15, Business Premium a/c £29,698.59

264 To consider Planning Applications and Determinations:-

a) Applications

- (i) Mr.T. Hylton – proposed car port to side elevation (amended proposal) at Barn 4, Eastgate Street – (3PL/2019/1139/HOU)
- (ii) Orchard Homes Ltd – removal of pantiles to outbuilding – land adjacent to Brookside Farm, Holt Road (3PL/2019/1358/F)
- (iii) Mr. T. Bemrose – change of use to existing garage to study at Granary Cottage, 8 Station Road (3PL/2019/1338/LU) – views are not being sought by Breckland Council

Resident query regarding planning rules relating to new house next to Mill House Farm, Billingford Road, North Elmham.

b) Determinations

- (i) Mr.and Mrs. T. Garrod – double garage/link structure as side extension plus alterations to include office/studio space (amended scheme) at 75 Eastgate Street – (3PL/2019/1178/HOU and 3PL/2019/1206/HOU) - approved

265 CORRESPONDENCE – 4/12/19

- 1) Police Crime Update report for November, 2019
- 2) Clerks and Councils Direct magazine for November, 2019
- 3) CPRE Fieldwork magazine for Winter 2019
- 4) CPRE Countryside Voice magazine for Winter 2019

266 Announcements

None

267 Agenda items for next meeting:

- (i) Prince William Wood
- (ii) Mr. James Heaton, Housing Enabling Officer, Breckland Council
- (i) ASB deterrent (for discussion at the February meeting)

268 Next Meeting:

Wednesday, 8th January 2020 at 7.30 p.m.

There being no further business, the meeting closed at 9.05 p.m.

Chairman

Date

