

**Minutes of the
ANNUAL PARISH MEETING OF NORTH ELMHAM
held at the Sports Pavilion at 7.30 p.m.
on Wednesday 29th May 2019**

Those Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips (Vice Chairman), Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. M. Gower, Mr. P. Grainger, Mr. J. Labouchere, Mr. M. Rayner, Mr. C. Robinson, Mr. C. Smith, Dr. P. Wade-Martins, Mr. K. Webb (Parish Clerk), Mr. G. Bambridge (District Councillor) and two parishioners.

As Chairman of the Parish Council, and in accordance with current regulations, Mrs. Jennie Borgnis assumed the Chair for this meeting.

Apologies for Absence:

None

Public comments/questions

None

Minutes of the Annual Parish Meeting held on Wednesday 23rd May 2018:

These were approved by all as a true and accurate record, and were signed as such by the Chairman. (Proposed by Mr. Labouchere and seconded by Mr. Phillips. All in favour).

Matters Arising:

None

Chairman's Report

As I did last year, I would like to begin my report by thanking all parish councillors, past and present, for their continued hard work on behalf of the village, which is carried out without fear or favour.

Local council and parish council elections were conducted on 2nd May. The elections to our parish council were uncontested, because there were eleven nominations for eleven places. We were sad to lose Debbie Warner earlier this year, as she had been an energetic and conscientious member of the council, but warmly welcome Michael Rayner in her place. Michael has already agreed to bring his considerable experience and expertise to our planning group.

Perhaps the most significant event of this last year was the threat, from development consultants Lanpro, of the construction of a new garden town of up to 10,000 dwellings between Elmham, Billingford and Bintree.

We joined forces with residents from other villages and a campaign group was set up under the chairmanship of Diana Dann, an erstwhile resident of the parish. Everyone, including our two district councillors and our MP, was very energetic in resisting these proposals and the result was that Breckland Council did not support Lanpro's proposal, which ultimately failed. However, we are aware that the threat has not disappeared entirely, and the working group remains vigilant and ready to resume the fight should Lanpro resurrect its proposal. I would like to thank all those council members and parishioners who wrote to our MP and to Breckland District Council to fight this proposal.

Following receipt of the £40,000 payment from Shared Access for the lease of the mobile phone mast site, the PC circulated a questionnaire asking parishioners for their views on how the money should be spent. A significant proportion of the replies favoured measures to reduce speeding in Holt Road and Station Road. As a result, we have bought and installed two new SAM2 speed signs on Station Road. These, together with the existing signs on Holt Road, record the number of vehicles and their speed and the data is collated to give a picture of the problem. Unfortunately, both the police and Norfolk County Council have confirmed that they do not routinely gather and use the resulting information in order to set up speed traps and prosecute offenders. We are disappointed with their joint response and continue to press them for positive action in assisting us to reduce the speed of traffic in our village.

The build-out on Holt Road, for which we obtained (and have paid) 50% of the costs under the Parish Partnership scheme, finally gets under way on 28th May. This will involve the closure of Holt Road for approximately four days. Highways have promised to repaint the double yellow lines at the Tea Post bend at the same time.

The proposed new parking scheme towards the western end of Eastgate Street is still under discussion. Once the design is finalised and consultations with residents completed, we hope to get final costings and confirmation of the amount that the PC is required to contribute so that the project can go ahead. Special thanks are due to Paul Grainger and Peter Wade Martins for their continuing work on all these highways matters.

A street light in Holt Road was destroyed in a road traffic accident last August was finally replaced on May 8th. The new light in Larch Grove was connected last July. Thank you Tom for looking after our lights and liaising with Westcotec.

We appointed a new grounds maintenance company, CGM Group, in April to carry out all the work on the recreation ground, the village green, Millennium Wood, the pond and the grassed area around the Broom Green pond. We are pleased with the standard of their work after a shaky start.

Longham Football Club used the football pitch last season. Unfortunately for us, they have been promoted to a higher league and therefore require upgraded clubhouse facilities, which we are unable to provide.

Consequently, they will not be renting the football pitch next season. The cricket club, however, continues to make use of the cricket field and pitch, and we hope that the club will thrive.

The stock proof fencing and gates at Church Meadow have now been completed and thanks are due to Peter Wade Martins and the residents of Church Farm for making this happen. Also, alterations were made to the entrances to the village green and Millennium Wood to ensure easier access for people with restricted mobility. We hope that parishioners continue to enjoy using these beautiful assets.

A considerable amount of work has been undertaken to the land around the chapel ruins, including the planting of a new hedge on the northern and eastern boundaries. Thanks are due to Julian Duffield for his good work: English Heritage, with whom we have entered into a new management and maintenance contract, has expressed its satisfaction with the standard of the work.

Mike Gower and Jimmy Brown organised a litter pick on 12th April, in which about 30 parishioners took part. This was deemed to be a great success, so many thanks to everyone who gave up their time and particularly to Jimmy and Mike. I would also like to acknowledge, yet again, the hard work undertaken by Jimmy and his valiant team of volunteers in keeping our village in such excellent order.

A memorial oak tree, purchased by the British Legion to commemorate 100 years since the signing of the WW1 armistice, was planted on the village green in October. The ceremony was marked with singing by the Elmham School children and prayers from Rev Sally Kimmis.

Two new detailed information signs have been installed, one on the recreation ground car park and the other outside the chapel ruins.

Our village website continues to be an extremely useful resource, and thanks are due to Sue and Ivan Ball for maintaining and updating this at no charge to the Council.

With regard to future plans, the PC hopes to be able to make progress on refurbishment and possible rebuilding of the Memorial Hall. This is likely to be a long term project which will require energy and commitment if it is to succeed.

Another highly successful church fete was held on Sunday 19th May. We were blessed with good weather and teams of enthusiastic volunteers. A huge thank you to Tom and Jo for so generously opening up their lovely home.

Finally, and at the risk of repeating myself, huge thanks to Martin Phillips for his invaluable support to me, and for his expert work on the accounts of the Council as well as three of the village charities. I could also not perform the duties of Chair without the guidance and support of our clerk, Kevin, who is efficient and encouraging in equal measure.

Jennie Borgnis

Financial Statements:

Income and Expenditure Account for the year ended 31st March 2019

The Vice Chairman presented the financial statements for the Parish Council for the year ending 31st March 2019. The accounts had been inspected by the Internal Auditor, Mr. Bev King. Income was £52,507 (£96,390) against expenditure of £89,021 (£40,046) producing a deficit for the year of £36,514 (surplus £56,344).

The full accounts would be available for public inspection following completion of the External Audit.

Acceptance of (i) the Annual Governance Statement and (ii) the Accounting Statements was agreed by all. (Proposed by Mr. Labouchere and seconded by Mr. Smith)

It was reiterated that copies of the Management Financial Report are produced on a quarterly basis and copies are available for perusal in the Post Office as well as on the website.

Thanks were expressed in respect of the highly valued assistance given by the Internal Auditor, Mr. Bev King. The Clerk added his personal appreciation for the excellent support Mr. King continues to provide.

Church and Town Lands (Estate Branch)

A report for this Charity is attached.

For the year ending 31st December 2018, to a brought forward balance of £1,866.83, receipts of £6,016.83 were added from which a total distribution of £5,000 was made (£2,500 to North Elmham PCC, £2,500 to the Church and Town Lands, General Branch). In addition, £1,000 was invested with Coif and £291.60 spent on legal fees. This left a balance carried forward of £1,592.06.

Church and Town Lands (General Branch)

A report for this Charity is attached.

For the year ending 31st March 2019, to a brought forward balance of £1,346.10, receipts of £2,500.00 were added from which a total distribution of £2,200 was made leaving a balance carried forward of £1,646.10.

From this account, 22 parishioners each received benefit of £100.00.

North Elmham United Charities

A report for this Charity is attached.

For the year ending 31st March 2019, to a brought forward balance of £894.16 was added income of £1,617.30. Expenditure had totalled £850.00, resulting in the balance carried forward being £1,661.46.

The COIF fund was valued at £4,939.39 in December 2018.

The Charity of Annie Mary Smith

A report for this Charity is attached.

Annie Mary Smith left land to the Parish after her death in 1939 with the stipulation that it should be run by the Parish Council. The land was to continue to be used as allotments and should not be built on. The Charity was formed in 1940 and was formally registered with the Charity Commission on 16th November, 1965.

For the year ended 31st March 2019, income was £5,083.20. Expenditure totalled £358.80 with the balance of £4,724.40 being transferred to Parish Council funds to benefit community projects and maintain open air spaces.

At the 31st December 2018, the Charity had 550.87 units invested in the COIF fund valued at £8,252.75.

North Elmham Diamond Jubilee Green Support Trust

A report of the Charity is attached.

The Charity was registered with the Charities Commission on 22nd July 2014, with the current Management Team being Martin Phillips and Colin Smith. Debbie Warner resigned in October, 2018. The trustee is North Elmham Parish Council

For the year ending 31st March 2019, income was £Nil. Expenditure was £Nil which left a balance of £6,752.69.

School House Charity Account and School Lands Charity Account

Mr. Arthur Smith presented the report for the two charities which had been amalgamated the previous year and registered with the Charity Commission as **North Elmham School House and Land Charity**.

For the year ending 31st December 2018, to a brought forward balance of £3,597.59 was added income of £2,914.87. Professional and tree service fees totalling £525.00 were incurred and grants totalling £2,530.00 were made during the year leaving a closing balance of £3,457.46.

The Trust has 4,997.25 units in COIF funds and the bid market value of these units at 31st December 2018 amounted to £71,591.60.

A report for this Charity is attached. It was mentioned that there had been an attempted fraud in respect of two cheques but no loss had been suffered. Both plots had been offered for sale to the existing tenants for £40K and £10K. The sum of £40K had been transferred to COIF on 6th May, 2019. Fees and expenses regarding these transactions amounted to £7K.

Thanks were expressed to Mr. Bev King who has again acted as the independent examiner of the accounts and Mrs. Payne for her work as Charity Clerk.

The North Elmham Youth and Community Trust Ltd (The Eastgate Centre)

Company number – 3504794. Charity number – 1077830

CHAIRMAN'S REPORT FOR 2018

General. 2018 has been a quiet year for the Eastgate Centre. The only remaining elements from The Scout Association and Girlguiding UK to use the Centre on a regular basis are the Guides. It has been regularly used by the Before & After School Club and The May Singers and with occasional private functions. The Centre still remains a great asset to the village.

Governance. There have been no changes to the Board since last year's report:

Chairman. Tom Fitzalan Howard remained as Chairman and a Parish Council Trustee.

Parish Council Trustees. Martin Phillips, Paul Grainger and Mike Gower all remained as Trustees.

Scouting/Guiding Trustees. Peter Braybrook, Heather Caley (Treasurer) and Marion Morgan (Secretary) have continued in their roles and remain as Trustees.

Marion's continued work with the Girl Guides has been hugely beneficial to the lives of those children who live in the village and nearby and are involved in this activity. Without doubt her commitment brings great benefit to these girls.

Finances Despite losing the income from the Cubs and Beavers, the finances of the Centre remain in good shape and at year's end the bank balance was a healthy £4094.70 This compares to £4026.37 for the previous year.

Capital Expenditure. There was no capital expenditure during the year. The Centre is in good condition and the only work required was some redecoration due to a small area of damp.

My annual thanks is due not only to the Parish Councillors who agree to be Trustees, despite being very busy people, but also to the Parish Council as a whole for the financial support they give year on year. For yet another year Marion as Secretary and Heather as Treasurer have kept things going and have really done all the hard work. We all owe them our thanks.



Tom Fitzalan Howard
Chairman

5 May 2019

**NORTH ELMHAM YOUTH & COMMUNITY DEVELOPMENT TRUST LTD
ACCOUNTS FOR THE YEAR ended 31 Dec 18**

INCOME	2018	2017	2016
Hire of hall -Guides	436.00	444.00	444.00
Hire of Hall - Cubs & Beavers	-	660.00	720.00
Hire of Hall – Before & After Club	1425.00	1755.00	1650.00
Hire of Hall – Private	240.00	222.00	172.00
Easter Fayre	351.55	302.15	385.79
N. Elmham Townland Charities	250.00	250.00	250.00
N. Elmham Parish Council (1)		250.00	250.00
Anglian Water(refund)		147.30	
	-----	-----	-----
	2702.55	4030.45	3871.79
 EXPENSES			
Eon	106.31	101.13	77.23
Oil	477.75	441.06	361.41
Anglian Water	386.67	407.54	256.87
General expenses/maintenance	50.88	553.12	687.89
E.Fire	288.96	132.00	246.96
Insurance (2)	975.65	806.43	743.80
Outside shelter	-	-	3200.00
Office Furniture (cupboard)	-	249.60	-
Frappell & Knight	366.00	-	-
	-----	-----	-----
	2634.22	2690.88	5574.16
 Income	2702.55		
Balance from 2017	4026.37		

	6728.92		
Less expenses	2634.22		

Bank balance at 31 Dec 18	4094.70		
 Presented cheque (2017) (1)	250.00		
 TOTAL	4344.70		

Notes

1. Donation from Parish Council received in 2019
2. Negotiations with Ecclesiastical resulted in revised premium of £844.30 Refund not yet received

Memorial Hall

A brief verbal report was given by Mr. Colin Smith as follows:-

Income	£7,758.70
Expenditure	<u>£7,256.00</u>
Surplus for the year	<u>£502.70</u>

Funds held:	Barclays Bank	£4,492.50
	Bond	£2,000.00
	Cash	<u>£70.50</u>
		<u>£6,563.00</u>

These figures will be subjected to audit in due course.

Various things are planned for refurbishment and a snooker table is to be received.

Report from the CANT Vigilance Team

Various matters directly or indirectly related to development in North Elmham and surrounding parishes are summarised as follows:

Norwich Western Link project, to connect the A47 to the western end of Broadland Northway (formerly the NDR).

No preferred route yet. NCC will consider a report on 15th July, when it will be asked to make a decision on a preferred route. (The decision will be important to developers along the Fakenham/Norwich corridor.) www.norfolk.gov.uk/nwl.
<https://nwloptions.commonplace.is/news/2019/05/10/project-update-and-upcoming-timetable>

Budgetary support

Dereham Town Council confirmed that they have a budgetary provision should the LANPRO proposal return. Foxley Parish Council have a contingency fund. Billingford Parish Council would be willing to contribute. Billingford Fuel Allotment Charity would currently be willing to offer financial support, subject to approval by the Charities Commission. The Fuel Allotment Charity land would be completely surrounded by the New Town and rental payments would stop and therefore the Charity may eventually have to close.

Breckland Council Election

The election on 2nd May saw a clear Conservative majority returned to the District Council, although the infamous Mattishall member (who spoke in favour of Lanpro on 25th October) was unsuccessful. Cllr Bambridge was returned for the Upper Wensum Ward as was Cllr Borrett.

Breckland Local Plan.

It is still unclear when this will be “signed off”, and Breckland Council have recently “called for development sites” to be put forward.

Land Register

Title number NK122035 remains unchanged from its entry in August 2017. There is still a conditional contract to purchase between ARG, PRS / GS / MHS / OCS and Norfolk Railway Village Limited.

Garden Town Proposals

Five sites in the UK are being progressed. These are all out of the county and as yet do not include a Fenland proposal.

Lanpro proposals

Lanpro appear to be maintaining their interests in the village of North Elmham and in particular in an area of land to the east of the main village. MNR are not in a position to make this interest public.

Note that CANT Vigilance Team (a holding name) has had no meeting since November, but information is being exchanged.

13th May 2019

District Councillor's Report

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 risk's.

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.

Best regards,
Gordon

Gordon Bambridge
Executive Member Growth
Upper Wensum Ward

Tel: 07540973229

Twitter: @gordonbambridge

Blog: www.gordonbambridge@yourcllr.com

Web: www.breckland.gov.uk

Sincere thanks were expressed by everyone to Mr. Bambridge for all his help together with his sterling regular support and attendance.

County Councillor's Report

No report was received.

The meeting closed at 8.38 p.m.

Chairman

Date

DRAFT