

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

Public Participation: A parishioner thanked members of the Parish Council for investigating concerns that had been expressed regarding the model railway at County School. Two young parishioners requested some improvements to the skateboard and they are engaging in some fund raising to enable this to happen. The matter will be placed on the agenda for the next meeting. Also, a request was made to place a storage box in the Millennium Wood in which footballs, blankets and other items could be securely kept.

## **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 4<sup>th</sup> March, 2020**

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**339 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. T. Fitzalan Howard, Mr. P. Grainger, Mr. M. Rayner, Mr. C. Smith and Miss A. Ferris (co-opted at the beginning of the meeting)

**Also in Attendance:** Mr. K. Webb (Clerk) and seven parishioners

**340 To Consider Apologies for Absence:**

Mr. J. Brown, Mr. J. Labouchere, Dr. P. Wade-Martins and Mr. G. Bambridge (District Councillor)

**341 Co-option of new member**

Miss Ferris was co-opted to the Parish Council and welcomed by the Chairman. Proposed by Mr. Rayner and seconded by Mr. Fitzalan Howard. All in favour.

**342 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.

**343 Minutes of Meeting held on Wednesday, 5<sup>th</sup> February, 2020:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

### **344 Land Management Matters (item 308)**

- (a) Village Green A reply is awaited regarding progress with the new tree. The path across the green is maintained by Norfolk County Council Highways as the “Safe Route to School” and recently designated by them as a cycle track. Dr. Wade-Martins has reported the need for the surface to be made up with fresh breedon gravel and has given Highways the key code to get onto the green to carry out these repairs.
- (b) Cathedral Ruins Nothing to report and there is no sign of movement from English Heritage over the repair of Bob Fletcher’s wall, although it is now so well supported with wooden shoring there is now no urgency from a safety point of view.
- (c) Cathedral Meadows It is now time to sign another grazing agreement with the grazier. At some stage fresh tenders may be sought but there is no time for that for this year.
  - Designing of the new information panel is now complete and the designer’s bill is available for payment at the meeting. The manufacturer’s bill will fall in the next financial year and the Chairman has asked for the appropriate order to be placed.
  - We are struggling to have the hedges cut during the window permitted by Natural England (up to the end of February) because of the excessively wet weather.

Mr. Phillips reported that he had instructed Brown and Co to complete the application form in respect of the Basic Payment Scheme.

- (d) Broom Green Nothing to report.
- (e) Millennium Wood The hedges have been cut back.
- (f) Bridleway on disused railway line Nothing to report.
- (g) Prince William Wood Mr. Darby is to be requested to proceed with the fence.

### **345 Street Lights (item 309)**

Light number 18 will be dealt with in due course.

### **346 Highway Matters (item 310)**

Dr. Wade-Martins had circulated a report as follows:

*Parish Partnership bid for 2020/21* Still no news.

*Parish Partnership Eastgate Street Parking Scheme 2019/20.* The street will need to be closed during the works and Highways have agreed to postpone closure until the Easter holidays (probably 6<sup>th</sup> April) to avoid the school bus problem as much as possible. All residents will be given advance notice and I have also written a piece for Elmham News to give further advance warning. Although residents won’t be stopped from reaching their own properties, they will be encouraged to enter the street from the east end as far as possible.

*Speeding in Station Road* Paul Grainger and I are looking into the idea of encouraging the residents in the road to organise their own Community Speedwatch scheme. If eleven speeding offences are reported within a month, then the police will follow that with their own speed traps. We hope to distribute the proposal to the residents through leaflets delivered via Elmham News. Paul may be able to report further on this.

*Access to a resident's drive opposite the Holt Road buildout.* I am not aware of progress on this despite a reminder from me and from our County Councillor.

*Overhanging trees at the east end of Eastgate Street.* Tom F-H has reported that the worst offending branches have been removed and our Highways Engineers has now been notified of this outcome.

*The following Highway faults have been reported*

- Three potholes in the village (including a nasty one at the entrance to Cathedral Drive)
- Two drains previously reported blocked are still blocked.
- More gravel has been requested to make good the muddy areas on the Safe Route to School across the green (as mentioned above).

*Leaf sweeping on verges and pavements* Parish Council has twice decided not to ask Breckland to have these swept which on reflection I feel was a mistake because Breckland don't seem to do it automatically and as a result more material is available to block drains (including the drain which runs under the new buildout alongside the kerb). I would ask that the Parish Council changes its decision on this and agrees that I should raise the matter with Breckland.

Mr. Grainger reported that the average speed along Holt Road is 10 mph lower since the build-out was put in place. The statistics, therefore, confirm the positive impact made by this project.

**347 Eastgate Centre (item 311)**

Nothing to report.

**348 Pavilion and Playing Field – Play Area (item 312)**

Anglian Water work has been delayed but is scheduled to take place. The annual Norfolk PFA membership certificate has been received. It was agreed to arrange for two extra cuts of the playing field in April, i.e. before the start of the cricket season. The Clerk will speak to the contractors.

**349 Allotments (item 313)**

The remaining allotments are beginning to be let.

**350 Volunteers (item 314)**

The finger post in Church lane has slipped down. The volunteers are to be asked to adjust this.

**351 Website (item 315)**

Concerns remain regarding the website accessibility requirements. The Clerk will again speak to Edit Website with a view to establishing the cost of making the Parish Council section of the website compliant with the new legislation.

**352 Plans for all weather footpath from Oak Avenue to Spencer Close (item 316)**

Nothing to report.

- 353 Pump at the north end of the village (item 317)**  
A further quotation of £1,270 had been obtained to replace the pump. It was generally felt that this was also too high and, as such, all agreed not to proceed with this matter.
- 354 Rental assessment (item 318)**  
Nothing to report
- 355 Memorial Hall (item 319)**  
Mr. Smith reported that there have been improvements made to the kitchen. In addition, the toilets and kitchen have been decorated. New blinds have been fitted.
- 356 Junior football coaching (item 321)**  
Nothing to report.
- 357 North Elmham Community Plan (item 322)**  
Nothing to report
- 358 Footpath on railway line (item 323)**  
A meeting had taken place with Mr. Robinson (Chairman MNR) and Mr. Cullen (County School Station Master). The Chairman and Mr. Rayner were present. It was very positive and Mr. Cullen is to put a piece in the Elmham News about the plans. It is the intention to have a miniature railway at some stage with a tea room, but probably not this year. The Mid Norfolk railway is looking at the possibility of putting a footpath on top of the embankment but it is believed that a width of three metres is possibly needed. The Breckland Tree Officer is aware of the tree felling. The status of the footpath is to be resolved.
- 359 Heritage Railway (item 324)**  
Nothing to report
- 360 Brookside Development (item 325)**  
A written request had been received from Mr. Jason Barber, agent for Orchard Homes, enquiring as to whether the Parish Council would be prepared to take over the ownership of and responsibility for the barns which are homes to bats. It was unanimously agreed that this was not a desirable proposition and should be rejected. Proposed by Mr. Fitzalan Howard and seconded by Mr. Smith. All in favour of turning down this request.
- 361 Footpaths (entrances and exits) (item 326)**  
Nothing to report
- 362 Visit to recycling Centre (item 327)**  
Mr. Rayner had produced an excellent report for Elmham News regarding the visit which had been made on the morning of 5<sup>th</sup> February to the Costessey Centre.
- 363 Maintenance of Parish Seats (item 328)**  
Nothing to report.

- 364 Update on additional affordable housing (item 330)**  
Five possible dates had been identified to meet the three Housing Associations. These are 28<sup>th</sup> April, 26<sup>th</sup> May, 2<sup>nd</sup> June, 9<sup>th</sup> June and 16<sup>th</sup> June.
- 365 Sports, Social and Community Facilities Review (item 331)**  
Mr. Grainger said that more information is needed regarding the activities of the Pavilion and the Institute. Mr. Smith agreed to provide this.
- 366 New information panel (item 332)**  
The new panel has been ordered.
- 367 Walsingham Way Pilgrimage Route**  
Mr. Fitzalan Howard is to attend a meeting later in the week to discuss the route. It will cover a distance of about two miles through the parish.
- 368 Payroll service for 2020/2021**  
Thinking Rural had advised that, after the end of the current financial year, they would no longer be providing payroll services. Two quotations had been received from other companies and the most cost effective was from Mandrake (U.K.) Ltd of Dereham. The expenditure would be £20 + VAT per month, i.e. for each payroll run. Acceptance of this option was proposed by Mr. Grainger and seconded by Mr. Smith. All in favour.
- 369 Priscilla Bacon Hospice – request for donation**  
A request had been received to financially support the new hospice for Norfolk. A number of charitable approaches of this type are made and it was suggested that a percentage sum, linked to the precept, should be made available to meet suitable requests of this nature. These would cover donations to external organisations outside the normal village contributions. A figure of 2% of the annual precept was agreed. Proposed by Mr. Grainger and seconded by Mr. Fitzalan Howard. All in favour.  
Mr. Smith proposed that a donation of £100 should be made to the Priscilla Bacon Lodge at the next meeting. This was seconded by Mr. Grainger. All in favour.

### **370 Accounts for Payment and Schedule of Income**

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

11/2/20	E-on (street lights – January)	£202.14
4/3/20	Thinking Rural (payroll – January)	£12.00
4/3/30	R. Murray (design of digital map sign)	£750.00
4/3/20	T. D. Gardens (cutting hedges – Millennium Wood)	£300.00
4/3/20	NARS (donation)	£50.00
4/3/20	EACH (donation)	£50.00
4/3/20	D. Tyson (pavilion cleaning for February)	£98.52
4/3/20	K. Webb (Clerk’s pay for February)	£708.84
4/3/20	HMRC (tax on Clerk’s pay)	£82.00
4/3/20	HMRC (National Insurance on Clerk’s pay)	£21.41
19/2/20	Go Cardless (Edit Websites) – annual website fee	£15.00
4/3/20	J. Duffield (work in Cathedral Ruins/Church Meadow)	£90.00
4/3/20	J.R. Fletcher (key keeping – January and February)	£62.50
4/3/20	Thinking Rural (payroll service – February)	£12.00

(Expenditure approved by all members)

b) Schedule of Income:

6/2/20	Allotments Rent	£10.00
6/2/20	Pavilion takings	£60.00

Balances (as at 19/2/20):- Current a/c - £71,777.53, Business Premium a/c £30,213.15

### **371 To Consider Planning Applications and Determinations:-**

a) **Applications**

- (i) Mrs. H. Gibbons – proposed front extension – 11 Brookside (3PL/2020/142/HOU)

b) **Determinations**

None

A report was made to Breckland District Council regarding activity at the gateway just east of the Worthing junction on the Billingford Road. The verge has been cut through and the gate lowered which means there is the potential for vehicle rather than just pedestrian access. This is likely to be something that should have required planning permission with County Highways being made aware.

### **372 CORRESPONDENCE – 4/3/20**

- 1) Police Crime Update report for February, 2020
- 2) Clerks and Councils Direct magazine for March, 2020
- 3) Norfolk County Council bus services consultation – views requested. (It was strongly felt that the number 21 route from North Elmham to Fakenham should not be cut. It is used all week, especially on Thursdays which is Market Day in Fakenham. In addition, some 60 houses are due to be built in the village in the next few years)
- 4) Mr. Labouchere request for involvement in the Countryside Clean-up. (No-one was able to commit to this project)

**373 Announcements**

Mr. Grainger is to donate his £25 Christmas light fee to the Parish Council lights fund.

**374 Agenda items for next meeting:**

(i) Skatepark

**375 Next Meeting:**

Wednesday, 1st April 2020 at 7.30 p.m.

There being no further business, the meeting closed at 9.10 p.m.

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Chairman

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Date

