

Pre-Meeting Business: None

Public Participation: None

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held at 7.30 p.m. on Wednesday 1st December, 2021

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427 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. T. Fitzalan Howrad, Mr. B. Gee, Miss A. Ferris, Mr. P. Grainger, Mrs. A. Keeble, Mr. M. Rayner and Mr. C. Smith.

Also in Attendance: Mr. K. Webb (Clerk) and Mr. G. Bambridge (District Councillor).

428 Apologies for absence: Mr. J. Labouchere and Mr. N. Markwell

429 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.

430 Minutes of Meeting held on Wednesday, 3rd November, 2021:

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

UPDATED INFORMATION AND MATTERS ARISING

431 Land Management Matters (item 403)

(a) Village Green Mr. Grainger reported that there had been a visit from a member of the Woodland Trust who regarded our site as ideal. As a result, our application would be fast tracked. Two days later, an email was received advising that our application had been rejected as the area was too small by just under half an hectare. An invitation was given to reapply for 410 free trees, with tree guards. It is possible to have more free trees in future years. It was agreed that Mr. Grainger would make another application.

Mr. Phillips said that Highways Department is visiting tomorrow to put some material on the path. Mr. Gee reported that the font for the notices is to be adjusted by Broadland Engraving. The new version is to be circulated.

(b) Cathedral Ruins Nothing to report.

(c) Cathedral Meadows As previously reported, the brash is to be burnt in November or early December although this may be delayed by the wet weather and ground conditions.

(d) Broom Green Nothing to report.

(e) Millennium Wood (and Jubilee Wood) Nothing to report.

(f) Bridleway on disused railway line and other railway linked matters

Mr. Rayner said that the Miniature Railway application has not yet been determined. The next meeting is scheduled for 20th December. Mr. Rayner is to send details to Mr. Bambridge who understands that an adjustment to the application is awaited. There is still no information available regarding the status of the path.

(g) Prince William Wood Nothing to report.

432 Allotments (item 404)

Nothing to report.

433 Street Lights (item 405)

Nothing to report.

434 Highway Matters (item 406)

Mr. Grainger wished to thank Mr. Borrett (County Councillor) for his assistance in obtaining an update in this matter from Matt Lines, Highway Engineer South. Mr. Lines' response is as follows:-

I'm sorry to hear of your issues in reporting the defects through our system. Myself and my team have gone through these issues raised and have commented below.

ENQ900195201 (Job Number 209601) – My area technician has inspected the issues raised on Eastgate Street and has arranged for our contractor to jet out and clean all gullies to alleviate standing water issue. The surface water drainage system flows from east to west and there is pipe that runs into a field ditch next to Millennium Cycleway, I will also instruct my technician to inspect the ditch to make sure there is no visible blockages.

ENQ900183373 – My technician will make contact with you and arrange a site visit regarding this issue.

ENQ900176422 – I have investigated the reasoning as to why we haven't managed to resurface/fill the uneven surface of Millennium Cycleway. This was originally programmed to be completed in May 2021 however due to logistic complications Norfolk County Council have been unable to order the necessary material typically used which resulted in the job being cancelled. I have now spoken to our contractor who has confirmed they will be able to order the material in the New Year. These issues were down to covid and Brexit, We have had a number of issues in obtaining some materials over the last 18 months. My technician has reprogrammed the works and spoken to our contractor and the new job number is – 210721 and the Mayrise number is 308420.

Mr. Grainger pointed out that, unfortunately, there are still flooding issues in Eastgate Street and he will write back to Mr. Lines. The next member passing the area concerned will take pictures and forward them to Mr. Grainger.

A road closure will be needed to deal with the potholes in Holt Road. It is likely that this will take place in the New Year.

Mr. Gee said that the County Council had turned down the important safety enhancement, which would have resulted from the installation of safety rails at the Tea Post, because of concerns regarding Health and Safety issues!

435 Pavilion and Playing Field (item 407)

Mr. Smith said that new lights are required at the gable end of the pavilion and near the bus shelter to remove the darkness associated with that particular area. There has been some vandalism and the Christmas tree has been attacked. The police are to make additional patrols. The pandemic plaque has been presented by the Lord Lieutenant and its location is to be decided.

436 Youth Club facilities (item 408)

Mr. Fitzalan Howard reported that Biffa provides awards of up to £200K. The location, however, must be within ten miles of a Biffa site. North Elmham is actually nine and a half miles from the Attlebridge landfill. With regards to the possible play facilities to be provided, it is felt that a cycle track should be discounted. This leaves basketball (three different options), an outside gym (with shelter), a skate park and table tennis. A number of companies are in the process of advising what they can offer. Mr. Fitzalan Howard suggested that a small sub group should be set up to consider options with a view to producing recommendations in due course.

437 Eastgate Centre (item 409)

Nothing to report.

438 Brookside Development update (item 411)

Mr. Rayner reported that the developers will put in the electric charging points and charge us for the labour, at cost. Various options are to be considered.

439 Risk Management – considerations and updates (item 412)

Nothing to report.

440 Village Green proposal for a tree planting scheme (item 413)

Please see item 431 (a) above.

441 Overview of Parish Council financial situation (item 414)

Nothing to report.

442 The Queen’s Platinum Jubilee in 2022 (item 415)

We have a beacon which is to be lit on Thursday, 2nd June 2022, probably at the top end of the Playing Field. A circus is coming for the week and will be situated on the Village Green. Mr. Gee can provide a band for Sunday and the possibility of having some fireworks will be examined.

443 Defibrillators (item 416)

A request for volunteers to be Community First Responders (CFRs) has been made in Elmham News.

444 Village Green board displaying names of contributors to the fund raising (item 417)

Please see item 431 (a) above.

445 2011 Community Plan (item 418)

Mr. Grainger said that the updated Community Plan is available on the website.

446 Proposal for new electricity connection in Holt Road (item 419)

The Wayleave Agreement has been signed by both parties with a copy being retained by the Parish Council.

447 Annual Budget for 2022/2023 (item 420)

Mr. Phillips presented the final budget which shows predicted income of £58,231 (including a Precept of £39,844), expenditure of £66,665 and a deficit of £8,434. Acceptance was proposed by Mr. Smith and seconded by Mr. Grainger. All in favour. The Clerk will forward the Precept form to the District Council.

448 Affordable Housing (item 402)

The principle of an affordable housing project is supported and is seen as a way of getting the housing that is needed. It was agreed by all to proceed with the next stage, i.e. a call for sites, and Mr. Rayner is to liaise with Mr. Mumford-Smith (Broadland Housing) with a view to putting a piece in Elmham News. Proposed by Mr. Rayner and seconded by Mrs. Keeble. All in favour.

449 Petition for changes in the Wind farm policy in laying pipes

A request had been received to support a campaign set up by Parish Councils in Norfolk to strongly oppose plans by Orsted, Vattenfall and Equinor to lay high voltage electricity cables across Norfolk from their offshore wind farms to Necton and Swardeston. It is felt that an Offshore Transmission Network is the best way to link this source of energy to the National Grid. It was agreed to take no action regarding this request.

450 District and/or Council Councillors' Reports (item 448)

Mr. Bambridge advised the following:-

- a) It was been a quiet month regarding Ward matters but busy with Cabinet affairs.
- b) A new Animal Welfare Licensing Officer, which also provides a dog warden service, has been appointed. Twelve illegal dog breeders have been identified.
- c) New policies regarding gambling and taxis are to be debated this month.
- d) The litter campaign is going very well and fly tipping has been reduced by 30%. Money raised from fines is used on education. Breckland supports parishes with equipment for litter picking.
- e) The new Local Plan is proceeding and will probably take 4 to 5 years to produce.
- f) Lord Dannatt's Commission is continuing to look at flooding issues in Norfolk. The first 16 villages are currently being dealt with and another 16 are being sought. Any particular areas of concern should be advised to Mr. Bambridge.

451 Speeding issues in Pump Street

A message was received regarding speeding vehicles in Pump Street at the northern end of the village. The SAM2 camera has been repositioned in Pump Street and it is hoped that this will result in speeds, in general, being reduced. It is felt that residents should consider the possibility of supporting the formation of a new Community Speed Watch team if a sufficient number of people are prepared to volunteer. Village Gateways could also be considered next year once an evaluation of how successful those recently installed at the other end of the village have been.

452 Improvements to the frontage of North Elmham School

An enquiry has been received from a member of the governing body for the Flourish Federation which includes North Elmham School. It is felt that the school's frontage, directly on to Holt Road, would benefit from work to improve its appearance. Ideas being explored include updating of the signage, installation of a new notice board, refurbishment of the strip of ground between the school buildings and the railings, installation of a gate in the railings and repainting. The views of the Parish Council are being sought together with consideration of some financial assistance with the project. There is support, in principle, but some idea of sums involved will need to be provided. Any work will have to bear in mind Conservation Area considerations.

In addition, it has been asked what systems are in place to update the notices in the display case at the school. This task is the responsibility of Elmham News who are due to have their AGM in the near future. No doubt, it will be discussed by their members at that meeting.

453 Request for an additional bench in Millennium Wood

A request has been received for an additional bench to be sited on the edge of the path on the southern side of Millennium Wood, overlooking the fields. This area is often sheltered and sunny, benefits from a pleasant view and would be a good place to sit. This suggestion received general approval. A recent request for a bench to be sited in the Wood was previously made, (desired position not indicated), so it may be possible to coordinate the wishes of both parties.

454 Accounts for Payment and Schedule of Income

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

12/11/21	E-on (street lights –October) – (direct debit)	£232.32
21/11/21	Biffa (wheelie bin service from 23/10/21 to 19/11/21) = (d/d)	£35.57
1/12/21	K. Webb (Clerk's pay for November)	£678.20
1/12/21	HMRC (tax and N.I. on Clerk's pay)	£184.66
1/12/21	Mandrake (U.K.) Ltd – October payroll	£26.40
1/12/21	Julian Duffield (work in Cathedral Ruins)	£245.00
1/12/21	The Community Heartbeat Trust (defib electrodes)	£51.60
1/12/21	Mandrake (U.K.) Ltd – November payroll	£26.40
1/12/21	Society of Local Council Clerks (annual membership)	£186.00
29/11/21	Public Works Loan Board (Village Green-6 mos repayment)	£626.45
1/12/21	D. Tyson (pavilion cleaning – 12 hours)	£106.92
1/12/21	North Elmham PCC (grant re cutting of graveyard grass)	£1,100.00

(Expenditure approved by all members – proposed by Mr. Phillips and seconded by Miss Ferris)

b) Schedule of Income:

4/11/21	Allotment takings	£20.00
4/11/21	Pavilion takings	£30.00
8/11/21	North Elmham Cricket Club	£428.40
15/11/21	Dennis Fish – Church Lane Tenancy (12 months)	£500.00
30/11/21	HSBC (coif charity investment)	£45.99
30/11/21	HSBC (coif charity investment)	£28.43
30/11/21	Foxburrow Farms Ltd (A.M. Smith – half yearly rent)	£1,844.50

Balances (as at 30/11/21):- Current a/c - £116,451.06, Business Premium a/c - £35,489.55

455 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Mr. and Mrs. V. Leeder – 3 bed bungalow and garage to rear – 3PL/2021/1471/F – Oak House, 38 Station Road – no comments.
- (ii) Mr. and Mrs. Garrod – first floor side and rear extension – 3PL/2021/1511/HOU – 78 Eastgate Street – no comments.
- (iii) Ivy Properties Ltd – conversion of barn 3 to residential use, revised proposals including first floor extension – Vicarage Farm (Barn 3), Church Lane – 3PL/2021/1308/F – no comments.

b) Determinations

- (i) Mr. Richard Ravencroft – confirmation that planning permission ref. 3PL/2017/1056/F has been implemented and is extant – Oakleigh Garden Shop, 25 Station Road – 3PL/2021/0778/EU - refused.

456 Correspondence

- 1) Clerks and Councils Direct magazine for November, 2021.
- 2) Advice from Biffa of a rate increase with effect from 1/1/22 (Mr. Smith is to get another quotation from Breckland Council)
- 3) Request from North Elmham PCC for the annual grant regarding the cost of cutting the grass in the graveyard – approved by all as this figure (£1,100.00) has previously been agreed in the annual budget.

457 Agenda items for next meeting:

- a) Suitable location for new plaque
- b) Date of 2022 Annual Parish Meeting

458 Next Meeting:

Wednesday, 5th January 2022 at 7.30 p.m.

There being no further business, the meeting closed at 9.35 p.m.

Chairman

Date

