

Pre-Meeting Business: None

Public Participation: A parishioner informed members of the details regarding a recently submitted planning application to Breckland Council and the business intentions associated with it.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 6th December, 2023

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213 Those Councillors Present Were:

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

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

214 Apologies for absence:

None

215 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.

216 Minutes of Meeting held on Wednesday, 1st November, 2023:

Resolved to approve the minutes as a true and accurate record subject to the following amendment:- Item 202 (Climate Positive Group) should read “nothing to report”.

Agreed by all. (Proposed by Mr. Phillips and seconded by Mrs. Keeble).

UPDATED INFORMATION AND MATTERS ARISING

217 Land Management Matters (item 188)

- (a) Village Green The line of trees to be cut is close to the Conservation Area. Therefore, it is felt appropriate for permission to be requested for the work to be done. Mr. Crisp will attend to this matter. A new oak tree is to be planted to replace the tree that has died. It will be positioned approximately ten feet from the position of the original.
- (b) Cathedral Ruins The Chairman is to write to the parishioner regarding the hole in the wall.
- (c) Cathedral Meadows Nothing to report.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) The thinning needed in Jubilee Wood is to be done in January. A tree has fallen but is propped up. It is to be removed in the near future.
- (f) Bridleway on disused railway line and other railway linked matters Nothing to report.
- (g) Prince William Wood Many of the trees (oak, ash and cherry) were planted more than 30 years ago. A quotation for the work to be done has been obtained from Mr. Crisp and duly accepted.
- (h) Church Meadow Work has been continued on the ditch.

218 Allotments (item 189)

Mr. Phillips reported that three of the remaining plots have been taken and the fourth will be available in the Spring.

219 Street Lights (item 190)

The faulty Eastgate Centre light which was sent away for repair has not yet been returned. There has been no progress with the light at 29 Eastgate Street (Westcotec is being chased). The resident in Holt Road who needs to have his wall rendered will have to engage an electrician to attend, at his own cost.

220 Highway Matters (item 191)

Mr. Grainger reported that the Connect 21 bus on Holt Road is stopping just after Spencers Close. This is considered as a potentially dangerous spot and attempts will be made to contact the bus company to identify a more suitable place. Matt Lines and Linda McDermott (Norfolk County Council) continue to investigate the new temporary bus stop on the side of the road near County School.

221 Pavilion and Playing Field (item 192)

It is understood that the Walking Football Club has relocated to Swanton Morley. Questions continue to be asked regarding the Parish Council's booking policy with all comments received being fully considered. Members were unanimous in strongly agreeing, after lengthy contemplation, that no changes were required. As such, the policy will not be altered.

222 Eastgate Centre (item 193)

Lighting and CCTV cameras have been installed.

223 Brookside Development update (item 194)

Nothing to report.

224 Risk Management – considerations and updates (item 195)

Nothing to report.

225 Overview of Parish Council financial situation (item 196)

Nothing to report.

226 Defibrillators (item 197)

Nothing to report.

227 Call for Sites update – Breckland Council (item 198)

Breckland Council considers the proposal for the curiously named “Railway Village” as inappropriate due to the number of houses, i.e. the entire need of the District would be more than covered by this one development. They make no mention of the infrastructure and environmental issues. Mr. Bambridge is to attend a meeting in mid-December at which a briefing will be given. A new consultation commences on 14th December and will last for a period of about eight weeks until the end of February. There are four proposed options under the Local Plan and the initial reaction is that the preferred option is Scenario A which concentrates development in the Market towns with 80% of housing need being allocated to the five Market Towns and 20% to the Local Service Centres, resulting in 53 houses for North Elmham.

228 Archive Group records (item 199)

Nothing to report.

229 Community Car Scheme (item 201)

Nothing to report.

230 Reprint of the guide book to the ruins (item 203)

Nothing to report.

231 Christmas Lights (item 204)

The bigger tree has arrived.

232 Report from District and/or County Councillors

Mr. Bambridge reported that the old Swanton Morley airbase is on the list for possible development. A significant improvement in roads would be required if this was to be considered. A SNAP meeting has recently been attended with North Elmham being an item on the agenda. Police continue to keep a watchful eye on the village following the increase in vandalism and anti-social behaviour. A conference in London discussing flooding issues has been attended and any problems with local flooding should be reported to NSFA (Norfolk Strategic Flood Alliance). Interestingly, Italy has recently devolved certain powers to Regional Governments and this has apparently improved matters considerably in that country.

233 Annual Budget (item 205)

Mr. Phillips produced the final draft of income and expenditure figures for the 2024/2025 year. This showed anticipated income of £60,924 and expenditure of £60,127. The tax base has increased slightly – from 502.6 to 503.9 – and it was agreed to leave the Band D contribution at £80.64. This will give a Precept of £40,635.

All members agreed to the above figures. (Proposed by Mr. Fitzalan Howard and seconded by Miss Ferris).

234 CGM Group and grounds maintenance for 2024 (item 200)

The contract runs from the beginning of March to the end of October. The only adjustment required will be the need to increase the cuts of the main field (playing field) from 15 to 17. CGM will be requested to quote and Norse will again be chased to establish whether they would be interested in tendering for the work.

235 Road sweeper parked in pavilion car park

The Chairman has spoken to the person involved and the vehicle has been moved. An offer has been made to sweep the village and car park once a month as a gesture of goodwill in exchange for continued use of the car park. This matter was carefully considered but it was felt that the facility should not be used for commercial vehicles and, as such, the offer would have to be declined.

Proposed by Mr. Labouchere and seconded by Mr. Markwell. All in favour.

236 North Elmham Living Sustainably (NELS) Group (item 202)

This is considered by all members to be a good initiative which, in principle, is supported. It was mentioned that, in the fullness of time, the community land at Boars Hill may prove to be useful for this project. The Chairman is to talk to the Group leader.

237 Accounts for Payment and Schedule of Income

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

20/11/23	Npower (street light electricity from 1/10/23 to 31/10/23)–(d/d)	£420.10
26/11/23	Biffa (wheelie bin service from 28/10/23 to 24/11/23) - (d/d)	£150.43
21/11/23	E-on Next (pavilion from 1/9/23 to 4/11/23) – (d/d)	£273.87
28/11/23	Public Works Loan Board (Village Green – s/o)	£626.45
1/12/23	Public Works Loan Board (Street Lights – s/o)	£1,753.33
14/11/23	Cambridge Building Society (investment by cheque)	£80,000.00**
6/12/23	D. Tyson (pavilion cleaning for November)	£125.04
6/12/23	J. Duffield (work in Cathedral Ruins – November)	£345.28
6/12/23	J.R.G. Fletcher (key keeping – October and November)	£62.50
6/12/23	CGM Group (grounds maintenance – October)	£250.12
6/12/23	K. Webb (Clerk’s pay for November)	£765.92
6/12/23	HMRC (Tax and N.I. on Clerk’s pay)	£218.91
6/12/23	Norfolk Woods and Hedges (Christmas tree)	£75.00
6/12/23	C. Smith (cluster lights for the pavilion)	£25.99
6/12/23	Elmham News (donation)	£100.00
6/12/23	Community Heartbeat Trust (annual support for defibrillator)	£162.00
6/12/23	A.R. Crisp Farm & Landscaping (chipping allotment brash)	£75.00
6/12/23	Hardy Landscape Management (cutting of banks and moat)	£871.20
6/12/23	SLCC (annual membership)	£229.00

(Expenditure approved by all members)

b) Schedule of income:-

27/10/23	English Heritage – Management Fee (Cathedral Ruins)	£5,355.00
8/11/23	Pavilion takings	£20.00
8/11/23	U.K. Power Networks (Wayleave – land at Holt Road)	£8.03
8/11/23	D. Fish (Church Lane Tenancy rent – 12 months)	£500.00
22/11/23	Breckland Council (£106 off site open space contribution)	£15,115.50
30/11/23	HSBC Coif Inc Div	£46.67
30/11/23	HSBC Coif Inc Div	£28.85
30/11/23	Foxburrow Farms (A.M. Smith – half yearly rent)	£1,844.50
1/12/23	Rural Payments Agency (Basic Payment Scheme)	£953.85
4/12/23	Interest on Bank account (4/9/23 to 3/12/23)	£144.66
4/12/23	North Elmham F.C. (hire of facilities – 3 games)	£75.00

Balances (at 4/12/23):- Current a/c - £152,043.78, Business Premium a/c - £42,162.41

** The sum of £80K has been forwarded to the Cambridge Building Society to open a new account. At the current rate of 2.9%, this will produce an annual interest income of £2,320.

238 To Consider Planning Applications and Determinations:-

a) Applications

- i) College Farm, Broom Green – tree work (elm and blackthorn) – TRE/2023/0325/TCA – no objections.
- ii) Swallow Barn, Church Lane – conversion of barn to residential use (revised application) – 3PL/2023/0822/F – no objections.
- iii) 9 Cedar Close – change of use from residential to mixed use residential for proposed dog grooming salon within existing bedroom of existing bungalow – 3PL/2023/1075/F – no objections.

b)

Determinations

- i) 64 Station Road – change of use from cartlodge to home office/gym - 3PL/2023/0959/HOU (approved)
- ii) Rackham House, 39 Holt Road – single storey side extension - 3PL/2023/0937/HOU (approved)
- iii) Swallow Barn, Church Lane – conversion of barn to residential use (revised application) – 3PL/2023/0822/F (approved)
- iv) College Farm, Broom Green – tree work (elm and blackthorn) – TRE/2023/0325/TCA (no objection)

239 Correspondence

- 1) Update from George Freeman MP on the reconvened Mid Norfolk Flood Partnership.
- 2) Note from contractor regarding trees on the Village Green and in Prince William Wood.
- 3) Notification from Biffa of increase in charges. (Charges are to rise as follows – haulage up by 4.03% (from £55.34 to £57.57 per fortnightly collection) and the rental by 2.14% (from 1.41p to 1.44p per day). An alternative quotation is to be obtained from Breckland Council).
- 4) Update from Norfolk County Council on the Norwich Western Link road.
- 5) Confirmation of agreement in new national pay scales (due 1st April, 2023) – (most Clerks are to receive an increase of £1.00 per hour, backdated to 1st April, 2023).
- 6) Breckland Council reminder for members right to a copy of the Register of Electors.
- 7) Offer from Breckland Council for Town and Parish Councils to apply for grant funding (£100 to £5,000) to plant community orchards.

240 Any Other Matters (for information only)

None

241 Agenda items for next meeting:

- i) S106 monies (£15.1K) received from Breckland Council
- ii) CCTV policy

242 Next Meeting:

Wednesday, 3rd January, 2024 at 7.30 p.m.

There being no further business, the meeting closed at 9.28 p.m.

Chairman

Date

