

Pre-Meeting Business: The Chairman stated that Mr. Wyatt was present as a representative of the local press and was not a member of the Parish Council.

Public Participation: Mrs. Marian Brown was pleased that the drains had been cleared as requested but the dead leaves hadn't been removed. She expressed concern regarding the cost of the tree clearance in Millennium Wood and the speed with which it is to be done. Mr. Labouchere explained that it is the intention to initially remove the deadwood with thinning to be carried out over a period of time. Mrs. Brown asked if Mr. and Mrs. Wetherall, who do a lot of valued work in the wood, could be consulted. She had also spoken to Home Watch and had been advised that the number of PCSOs for the area is to be reduced from twelve to three.

Mr. Peter Howell was unhappy with the state of Broom Green Pit. Mrs. Borgnis eased his concerns by explaining that the residents have already arranged for necessary work to be done.

Mr. Brown informed the meeting that our former member, Mr. Jim Heffernan, is to commence another course of chemotherapy in two weeks' time.

## 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 6<sup>th</sup> January 2016**

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**276 Those Councillors Present Were:**

Mr. M. Phillips (Chairman), Mrs. J. Borgnis (Vice Chairman), Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. P. Grainger \*, Mrs. A. Keeble, Mr. J. Labouchere, Mr. C. MacEwan, Mr. C. Smith, Dr. P. Wade-Martins and Mrs. D. Warner.

**Also in Attendance:** Mr. K. Webb (Clerk), Mr. B. Borrett (County Councillor), Mr. G. Bambridge (District Councillor), Mr. M. Wyatt (Elmham News + Dereham and Fakenham Times) and seven parishioners.

**277 To Consider Apologies for Absence:**

None

**278 Co-option of new member**

Mr. Paul Grainger was proposed by Mr. Labouchere and seconded by Mr. Fitzalan Howard. All in favour. He was welcomed to the Parish Council by the Chairman.

**279 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.

- (i) Mr. Labouchere reiterated that he owns land outside the current settlement boundary. In addition, a planning application in his name was listed on the agenda for discussion later in the meeting.

**280 Minutes of Meeting held on Wednesday 2<sup>nd</sup> December 2015:**

Resolved to approve the minutes as a true and accurate record.

Proposed by Mrs. Keeble and seconded by Mr. Fitzalan Howard. All in favour.

**UPDATED INFORMATION AND MATTERS ARISING**

**281 Pump Street pump (Public Participation items)**

Mr. Fitzalan Howard had consulted Mr. Don on the whereabouts of the elusive pump. Mr. Fitzalan Howard said that it had been located on Mr. Don's land and it was, in fact, a private pump. He was, however, prepared to release it for someone to repair, should they so wish. Whilst on the subject of pumps, Mr. Labouchere said that he knew someone at Hockering who had two timbers which were needed in the repair of the King's Head pump. Dr. Wade-Martins reported that he had spoken to the owner of the hedge in Eastgate Street which required cutting. She had agreed to take appropriate action.

**282 Community Speed Watch (item 244)**

Nothing to report

**283 Safe Route to School (item 245)**

Nothing to report

**284 Land Management Matters (item 246)**

(a) Village Green Nothing to report

(b) Cathedral Ruins Mrs. Keeble reported that the annual review with English Heritage had taken place. Dr. Wade-Martins had agreed to take on the organisation of the arrangements for the repairs to the high section of wall. The replacement of the fence at the northern end of the site is to be considered. The intention would be for the Parish Council to provide the labour and English Heritage the materials.

(c) Cathedral Meadows Nothing to report

(d) Broom Green Nothing to report

(e) Millennium Wood Dr. Wade-Martins expressed concern that the Spring felling of trees might break a Cross Compliance regulation which could result in the loss of income from the Cathedral Meadows holding. Mr Labouchere will check the position before starting. It was also suggested that with the very wet conditions it might be better to wait until after August to complete the work. The Millennium Wood management group would need to make a quick decision on how to proceed. Dr. Wade-Martins provided a copy of a plan of the Children's tree planting and a defunct plan showing the overall planting scheme for the wood, together with a quote for erecting a simplified version of the plan on a new panel. Mr Labouchere will follow this up. Dr. Wade-Martins also said that Norman Lowe had asked if his plan of the Children's planting could be made into a site panel and if new name tags could be installed on each tree.

(f) Bridleway on disused railway line Nothing to report

(g) Prince William Wood Mr. Brown was of the opinion that the brash should be cleared away.

**285 Street Lights (item 247)**

Two replacement lights have not yet been installed and Mr. Fitzalan Howard is to chase. Some of the lights are staying on all day and these will be investigated.

**286 Highway Matters (item 248)**

Dr Wade-Martins reported that:

- (a) County Highways had reported back to him that they had filled all the potholes he had identified in his parish pothole survey. He had tried to check but the recent rain and heavy mud conditions had made that impossible.
- (b) He was still waiting for Highways to give him details of their summertime pavement spraying programme to make sure all necessary areas were covered.
- (c) Marion Brown had confirmed that some of the street drains in the main street had been pumped out but it was not clear how many had actually been pumped done. He will check.
- (d) The muddy areas in the safe route to school across the green had not been filled and he will send another reminder to Highways.
- (e) He had at last received a quote from Highways for installing a pathway from the Kings Head crossroads as far as the allotment steps (£3,683) with a possibility of County Highways paying half. He will arrange a site meeting between himself, the chairman, as the allotments manager, and Highways to discuss further.
- (f) Following an issue raised at the previous Public Participation, he had spoken to the owner of the prickly green hedge on the end of The Haven in Eastgate Street about concerns that it is scratching some cars where the street is narrow. She has promised to reduced its width once the birds have eaten the berries.

**287 Eastgate Centre (item 249)**

Nothing to report

**288 Pavilion and Playing Field – Play Area (item 250)**

The bottle banks were emptied on 28<sup>th</sup> December. RoSPA is to inspect the kick wall on 19<sup>th</sup> January and Mrs. Warner is to investigate the safety signage needed for the equipment.

- 289 Parish Plan (Community Planning Action Group) (item 251)**  
Nothing to report
- 290 Dog Fouling (item 252)**  
The District Dog Warden has advised us that he has attempted to contact the parishioner who reported witnessing a dog fouling incident. He says he has telephoned as well as sending a letter and email. The parishioner will be informed accordingly.
- 291 Allotments (item 253)**  
Nothing to report.
- 292 Community defibrillator (item 254)**  
Mrs. Warner will provide a progress report at the next meeting.
- 293 Play equipment and car park proposals (item 255)**  
Nothing to report
- 294 Community Farm (item 256)**  
Nothing to report
- 295 Steps from Institute to the burial ground (item 257)**  
Nothing to report.
- 296 Detailed information map for village/Notice and Information Boards (item 258)**  
Mrs. Warner reported that a map had been produced showing the settlement boundary, conservation area and listed buildings.
- 297 Volunteers (item 259)**  
Mr. Brown said that the climbing frame had been removed but the fencing is to remain in accordance with a request from the Cricket Club.
- 298 Village Maintenance (item 260)**  
Mr. Bambridge is to investigate the possibility of obtaining a Breckland grant to assist with repairs to the King's Head pump and will inform the Chairman of the outcome.
- 299 Play Area Operating Policy (item 261)**  
Nothing to report
- 300 Church Lane ownership (item 262)**  
Nothing to report
- 301 Village Hall Group (item 263)**  
Another meeting is to be held on Monday, 11<sup>th</sup> January.
- 302 Planning Boundary (item 268)**  
Another meeting has been arranged with Iain Withington (Planning Officer) at North Elmham Pavilion on Wednesday 13<sup>th</sup> January at 6.00 p.m.

**303 Report from District Councillor**

Mr. Bambridge apologised for the confusion that had resulted in Mr. Withington's non-appearance at the recent meeting to discuss the Local Plan. The consultation documents are to be sent out on or shortly after 11<sup>th</sup> January.

**304 Budget/Precept 2016/2017**

The Chairman produced the final version of the budget showing anticipated expenditure of £51,063 and projected income of £51,988. The document had been closely examined at previous meetings and the latest submission reflected some final minor adjustments. The Clerk had produced the precept calculations at the last meeting where it was decided to retain the individual household contributions at the same level as the previous year. As such, a precept request of £31,980 would be made. In addition, a reduced central grant of £1,508 will be payable to the Parish Council. The budget and precept as above were proposed for acceptance by Mr. Labouchere and seconded by Mrs. Borgnis. All in favour.

**305 Local Plan Meetings**

The following have been agreed:-

- a) Iain Withington (Planning Policy Team Leader) and the Parish Council at the Pavilion on Wednesday 13<sup>th</sup> January (6.00 p.m.)
- b) Public Meeting at the Institute Hall on Thursday 21<sup>st</sup> January (7.30 p.m.)

**306 Accounts for Payment and Schedule of Income**

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

11/12/15	E-on (monthly direct debit for streetlights - November)	£109.76
6/1/16	Anglian Water (Pavilion – 9/9/15 to 3/12/15)	£22.58
6/1/16	Anglian Water (Playing Field – 8/9/15 to 3/12/15)	£73.99
6/1/16	J. R. G. Fletcher (key keeping – November and December)	£62.50
6/1/16	Savills (N. E. United Charities – rent review)	£680.40
6/1/16	K. Webb (Clerk's expenses – Oct, Nov and Dec)	£73.80
6/1/16	E-on (Pavilion from 14/9/15 to 14/12/15)	£243.81
6/1/16	J. Duffield (work in Cathedral Ruins & Millennium Wood)	£230.00
6/1/16	K. Webb (Clerk's pay for December)	£469.12
6/1/16	HMRC (tax on Clerk's pay for Decmber)	£117.40
6/1/16	D. Tyson (cleaning of pavilion for December)	£80.40
1/12/15	Public Works Loan Board (loan repayment re street lights)	£1,753.41

Expenditure accepted and approved by all members. (Proposed by Mr. Smith and seconded by Mr. Brown)

**b) Schedule of Income:**

1/12/15	North Elmham F.C. (monthly s/o re hire of pitch & pavilion)	£37.50
4/12/15	Allotment rents	£35.00
31/12/15	D. Fish (annual rent re Church Lane)	£500.00
4/1/16	North Elmham F.C. (monthly s/o re hire of pitch & pavilion)	£37.50

**307 To Consider Planning Applications and Determinations:**

**a) Applications**

- (i) Mr. and Mrs. J. Labouchere – erection of dwelling and associated garage – Mill House Farm, Billingford Road, North Elmham – 3PL/2015/1434/F (Mr. Labouchere left the room whilst the application was being discussed. It was decided to support the application but it was noted that the site is outside the parish boundary and therefore an objection would be made on that basis. This was proposed by Mr. Brown, seconded by Mr. MacEwan and received five votes. An alternative proposal to object to the application had been made by Dr. Wade-Martins, seconded by Mrs. Keeble and this received three votes. There were two abstentions)
- (ii) Mr. and Mrs. Snow – two storey side extension – 1 Mill Cottages, Billingford Road, North Elmham – 3PL/2015/1382/F (application supported)

**b) Determinations**

- (i) Mr. and Mrs. D. Reynolds, The King’s Head Hotel, North Elmham – conversion of function room into four bedrooms – 3PL/2015/1232F – permission granted

**308 CORRESPONDENCE –2/12/15**

- 1) Highway Rangers due to visit w/c 8/2/16
- 2) Request for donation from Age UK Norfolk (all agreed - donation of £100)
- 3) Letter from Mr. Brian Tidnam re planters next to memorial seat (this is not Parish Council land and the Chairman is to advise Mr. Tidnam)
- 4) Queen’s 90<sup>th</sup> birthday grants scheme to celebrate wonderful volunteers (Mr. Brown advised of the scheme which may well be appropriate for his band of volunteers – grants of up to £200 available)
- 5) The suggestion from the last meeting to make use of the disused telephone box as a book exchange site was considered, in principle, a good idea. Mrs. Woodhouse is to investigate whether there are any grants available.

**309 Announcements**

None

**310 Agenda items for next meeting:**

Dogs being kept on leads

**311 Next Meeting:**

Wednesday, 3<sup>rd</sup> February 2016 at 7.30 p.m.

There being no further business, the meeting closed at 9.26 p.m.

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Chairman

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Date

