

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

Public Participation: None

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 3rd August 2016**

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114 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips (Vice Chairman), Mr. J. Brown, Mr. P. Grainger, Mrs. A. Keeble, Mr. J. Labouchere, Mr. C. Macwan, Dr. P. Wade-Martins and Mrs. D. Warner.

Also in Attendance: Mr. K. Webb (Clerk), Mrs. M. White (Elmham News + Dereham and Fakenham Times) and six parishioners.

115 To Consider Apologies for Absence:

Mr. T. Fitzalan Howard and Mr. C. Smith

116 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.

117 Minutes of Meeting held on Wednesday 6th July 2016:

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

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

UPDATED INFORMATION AND MATTERS ARISING

081 Pump Street pump (item 048)
Nothing to report

082 Land Management Matters (item 049)

- (a) Village Green Dr. Wade-Martins felt that the ivy on ash trees needed to be removed. Mr. Brown is to investigate and will cut where necessary.
- (b) Cathedral Ruins Mrs. Keeble reported that the English Heritage competition arrows had been found. The moat is to be cut in the near future by the specialised mowers. (Also see item 103).
- (c) Cathedral Meadows Dr. Wade-Martins felt that a list of wild flowers could be created by members of the community. It would also be desirable to have a record of skylarks nesting. These suggestions will be mentioned in Elmham News.
- (d) Broom Green The designated resident who lives at Broom Green is not able to help. Contact is to be made with Mr. Tom Cook.
- (e) Millennium Wood (see item 096)
- (f) Bridleway on disused railway line Mr. Brown said that he has strimmed from the Broom Green end of the bridleway as far as the second gate.
- (g) Prince William Wood Nothing to report

083 Street Lights (item 050)

Nothing to report

084 Highway Matters (item 051)

Dr Wade-Martins reported that:

- (a) *Potholes* Having received very helpful maps of the parish from County Highways, he had submitted the results of a survey identifying 16 potholes in need of repair on the 8th August Rangers visit.
- (b) *Cathedral Drive pavements* had been freshly spray marked so there was more hope of action there.
- (c) *Muddy areas on Safe Route to School and Resurfacing of cul de sac off Eastgate Street:* No action yet although Highways have been sent further reminders.
- (d) *Weeds on pavements* All sprayed except for the edges of the Safe Route to School across the green and the church bend. Further reminders have been sent to Highways about these as well.
- (e) *Trod to the allotments* Martin Phillips is drafting the application to Highways for 50% funding from the Parish Partnership Scheme.
- (f) *Dislodged curb stones in Eastgate Street opposite Od Hall.* These had created a serious hazard, and Highways had responded by making the repair with impressive speed.

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- (g) *Railway crossing* The railway company is now keeping the crossing sufficiently clear of silt to stop further flooding at the crossing. They have examined the decayed southern gate and will be replacing it with a metal alternative in due course for safety reasons.
- (h) The clerk has written to Mr Simon Thompson about his overhanging hedge opposite Old Hall which is preventing the use of the pavement with children's buggies. Similar action will

be needed on the opposite side of the road at the bend near the station, and Mr Labouchere offered to locate the owner so that the clerk could write to him/her as well.

(i) *New railway station* The railway company have identified a location on their land for a new platform, but they still need a car parking area. They will be discussing the matter with local landowners.

(j) *Dangerous pile of concrete blocks close to unofficial station footpath.* A Station Road resident has written to express safety concerns about the piles of concrete on old pallets which were collapsing. The matter had been taken up during the day with the railway company and action will be taken to re-stack the blocks safely.

085 Eastgate Centre (item 052)

Nothing to report

086 Pavilion and Playing Field – Play Area (item 053)

The holes in the car park have been filled in. The RoSPA inspection was carried out on 27th June (both sites). Jackie Price of North Elmham F.C. has said that the outstanding monies owed will be paid. They are currently two months overdue. Mr. Brown will chase.

087 Dog Fouling (item 054)

Nothing to report

088 Allotments (item 055)

Mr. Phillips said that the allotments are being tidied. Seven people have not been using them. They are to be given notice, their allotments cleared and then re-advertised for new holders.

089 Community defibrillator (item 056)

Some additional training is to be done before the list of volunteers is published. In principle, the cost of training, if required, is to be covered by the Parish Council. Proposed by Dr. Wade-Martins and seconded by Mr. Smith. All in favour.

090 Play equipment and car park proposals (item 057)

See item 100

091 Community Farm (item 058)

Nothing to report

092 Detailed information map for village/Notice and Information Boards (item 059)

Nothing to report

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093 Volunteers (item 060)

Mr. Brown has a copy of the Risk Assessment form (RA005) in respect of grass cutting with a strimmer/brushcutter.

094 Village Maintenance (item 061)

Nothing to report

- 095 Village Hall Group (item 062)**
See item 099

- 096 Millennium Wood information signs (item 063)**

Dr Wade-Martins presented his report with three costings for a new panel. Parish Council accepted his proposal to place the order for the new panel with Ruth Murray at a cost of £1,445.56 + VAT and the metal cast panel for the jubilee oak with Anglia Sign Castings at a cost of £152.87 + VAT, plus the cost of a supporting post for the metal panel. Proposed by Dr. Wade-Martins and seconded by Mr. Fitzalan Howard. All in favour.

Mr Labouchere undertook to arrange for the removal of the old panel which had been standing derelict for more than two years.

- 097 Village Resilience Plan (item 064)**
Nothing to report

- 098 Bus routes (item 065)**
Nothing to report

- 099 Report on Village Institute Hall (item 066)**
Mr. Phillips reported that a further meeting had been held with Tim Rawlinson. A sketch is to be submitted to an architect.

- 100 Play Area Storm Shelter (item 069)**
The shelter has been ordered and it is the intention for it to be erected in August. Dr. Wade-Martins explained why he abstained at the last meeting on the vote for the shelter's best position. He felt that it should be sited in the Play Area. Mr. Fitzalan Allen disagreed and said that the building was for general use and would, in fact, be immediately next to the Play Area. Dr. Wade-Martins said that he was concerned with the quality of a similar shelter at Bintree and asked if any members could visit to look at it. RoSPA had recommended items to keep birds off the swings and the zip-wire.

- 101 Refurbishment of the pump at the King's Head (item 071)**
This matter is in hand with the precise start date of the work to be confirmed

- 103 Cathedral Ruins – high wall**
A letter had been sent to Michael Bunn, English Heritage Facilities Manager, concerning the dangerous condition of the structure. He responded by saying that the contractors should be on site within a few weeks to start a test area which would then require inspecting. Following this the project can be completed which should take no longer than four to six weeks. In the

meantime, the Chairman and Mrs. Keeble are to look at the possibility of cordoning off the problem area.

105 Speeding/traffic management

The Chairman expressed concern with traffic speeding through the 20 mph zone, particularly when travelling from the Dereham direction. Bob Fletcher is to be asked if this area could be included in the camera rota.

106 Invitation to Local Plan Working Group for Interim Site Allocations and Settlement Boundaries Consultation

Messrs Labouchere and Fitzalan Howard are to attend this meeting on 15th July (see item 102)

107 Accounts for Payment and Schedule of Income

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

(Expenditure approved by all members)

108 To Consider Planning Applications and Determinations:-

a) Applications

(i) Mr. K. Owen, Back Lane, North Elmham – barn conversion (removal of section of garden wall retrospective and landscaping works) – consultation, listed building consent (3PL/2016/0724/LB) – no objections.

b) Determinations

i) Mr. J. Labouchere, Mill House Farm, North Elmham (3PL/2015/1434/F) – erection of dwelling and associated garage – permission granted

(ii) Mr. I. Ball, 55B Eastgate Street, North Elmham (3PL/2016/0514/HOU) – conservatory to side – permission granted

(iii) Mrs. C. Coventry, Great Wood Cottage, North Elmham (3PL/2016/0490/VAR)
- Variation of condition (2) of 3PL/2015/0082/F to allow new garden room to replace orangery approved – permission granted

109 CORRESPONDENCE –3/8/16

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110 Announcements

111 Agenda items for next meeting:
Revision of responsibilities of individual members

112 Next Meetings:
Wednesday, 7th September 2016 at 7.30 p.m.

This part of the meeting closed at 9.22 p.m.

113 Confidential item: update on the evaluation of the current strategy regarding the possibility of future assets growth

In general terms, it was broadly agreed that the current strategy should be continued. In all probability, a further reassessment will not be required until the end of August. In the meantime, it was agreed to sanction the expenditure of up to £1K, if required, to cover the cost of valuation fees.

Chairman

Date

