

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

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 9th January, 2019**

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307 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. J. Brown, Mr. T. Fitzalan Howard, Mr. M. Gower, Mr. P. Grainger, Mr. J. Labouchere, Mr. C. Robinson and Mr. C. Smith.

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

308 To Consider Apologies for Absence:

Dr. P. Wade-Martins

309 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. Mr. Smith declared an interest in a planning application – see item 329 a) (i) – The Railway Arms.

310 Minutes of Meeting held on Wednesday, 5th December, 2018:

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

UPDATED INFORMATION AND MATTERS ARISING

311 Land Management Matters (item 286)

(a) Village Green Nothing to report.

(b) Cathedral Ruins Dr. Wade-Martins had forwarded updated reports for the meeting. The decision from English Heritage to pay for the new hedge along the north side of the property came through just before Christmas. Julian Duffield then bought the plants and the mulch matting straight away. The job is now complete. English Heritage will pay for the materials and his time can come out of our budget as we are usually underspent on the ruins. The bill should be available for payment at the meeting.

There is still no word from English Heritage on Mr. Fletcher's wall. Historic England are being asked to intervene.

(c) Cathedral Meadows Mr. Cockerton's memorial seat has been repaired and should last a while. It is not necessary to replace at the moment but ultimately we need an understanding with the family about how soon it should be replaced, probably a 50/50 between the Parish Council and the family.

(d) Broom Green Nothing to report.

(e) Millennium Wood Nothing to report.

(f) Bridleway on disused railway line Nothing to report.

(g) Prince William Wood Nothing to report.

312 Street Lights (item 287)

Mr. Fitzalan Howard reported that light number 42, which was destroyed in a road traffic accident on 11th August, 2018, has been reported to Westcotec on four occasions. They have apologised for their lack of action. Mr. Gower mentioned that the road is to be closed on 18th February and wondered if a replacement light could be installed on that day.

313 Highway Matters (item 288)

Report provided by Dr. Wade-Martins as follows:-

I have been working through the outstanding highways issues with County Highways with some limited success:

- (a) Highways have now ordered new road signs to replace those which were damaged in a car accident many months ago at the Kings Head crossroads.
- (b) Highways have offered to look into the possibility of installing elevated yellow warning lines across the east to west B1145 to slow down traffic at the crossroads. No news, so I am asking again.
- (c) We have repeatedly asked for information about when the new build-out in Holt Road is to be built, having paid our 50% early in the financial year but there has been no reply. I have asked again.
- (d) We have asked Highways several times if the data recorded on the SAM2 speed signs is being downloaded and by whom and if it is made available to the Police and to Highways. There has been no reply back from Highways so far. The data will need to show the location of each sign and the direction of travel. We will need to chase this again.

- (e) Highways have suggested that “narrow road ahead” signs could be located at the entrances to the village, but as these signs are unlikely to deter HGVs from driving through the village we haven’t take this idea any further, but we could try.
- (f) Highways have ordered speed camera warning signs at the main approaches to the village and we are awaiting delivery.
- (g) Highways are a little anxious about the price they quoted for the new parking scheme at the top end of Eastgate Street now that it has been used for our next Parish Partnership bid but they were advised what it would be. We are now pressing for a detailed design to make sure no wires are crossed on this scheme. Meanwhile our Parish Partnership bid has been submitted.
- (h) All last year we urged Highways to repaint the double yellow lines at the post office bend. I have a feeling that they forgot until the autumn. They have actually done a good job repainting all our white lines but they left the double yellow until too late in the year. To do them now they would have to use a flame thrower to dry the road surface first but that has to be powered off their lorry which would block the road for HGVs. So, their line painting team has reluctantly left that job until the spring.

The impression I have is that the NCC Highways engineers are hopelessly overworked since the number of engineers has been cut. I am reluctant to blame the engineers individually and cause bad feeling. It really is time County Councillors reviewed their staffing levels and it is time to raise the matter with our County Councillor.

Mr. Labouchere stated that the Highways reporting system is flawed and does not work. The Chairman is to draft an appropriate letter raising concerns after discussion with Dr. Wade-Martins and Mr. Borrett (County Councillor).

314 Eastgate Centre (item 289)

Nothing to report

315 Pavilion and Playing Field – Play Area (item 290)

Mr. Brown reported that the gutter had been repaired and some tiles replaced. The ash tree near the pavilion needs some branches removing.

316 Allotments (item 291)

Nothing to report

317 Detailed information map for village/Notice and Information Boards (item 292)

Nothing to report

318 Volunteers (item 293)

There are a number of volunteers (about eight in total) and they have worked tremendously hard on behalf of the village for some time. It was agreed to recognise their outstanding contribution by way of a function (of their choosing) with the Parish Council providing a sum of £200 to cover costs. Proposed by Mr. Grainger and seconded by Mr. Smith (all in favour).

The winners of the Christmas best lights competition have donated their prize of £25 to enable additional lights to be placed around the pavilion in 2019. A letter of thanks will be forwarded to them for this generous gesture.

- 319 Village Institute Hall (item 294)**
Nothing to report
- 320 Website (item 295)**
Nothing to report
- 321 Traffic and parking issues in Eastgate Street (item 296)**
Nothing to report
- 322 Member to act as planning applications “watcher” (item 297)**
Nothing to report
- 323 Church Meadow update (item 298)**
A report had been forwarded by Dr. Wade-Martins as follows:-
Mr Cole has decided to wait until the spring before obtaining a price for diverting the rainwater from the church roof into our pond. The matter is being left to him.
Norfolk Property Services are now advertising the Vicarage Farm yard for sale with OPP for conversion into three houses.
- 324 Update on development matters (item 299)**
A rumour had circulated in the village that there were plans for a development of some 1,000 houses. The general view was that this suggestion had no substance. In fact it was regarded as a fantasy with no basis in reality.
- 325 Report from District Councillor**
Mr. Bambridge reported that the Local Plan is almost at its last stage with final consultation being imminent. He confirmed that he has had a number of meetings with Capita. There will be a Town and Parish Forum on 24th February with a number of members of the new Capita team present. Breckland are negotiating a new waste collection contract, which they will be investing in, with West Norfolk Borough Council. New regulations from Central Government are being introduced for landlords and tenants. A forum is to be held so that people can be made aware of these new rules.
- 326 V.E.T.S.**
The Chairman has spoken to Mrs. Warner and she has provided documentation. The Chairman is to check the equipment regularly, assisted by Mr. Smith. A check will also be made to confirm that the instructions are current before any details are passed to Elmham News for publication.
- 327 Options for the Norwich Western Link**
The four options had been circulated in advance for consideration. The preferred option of all members was Option D. (Proposed by Mr. Phillips and seconded by Mr. Labouchere). The Clerk will advise the County Council of this view.

328 Accounts for Payment and Schedule of Income

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

11/12/18	E-on (street lights – November)	£158.45
7/1/19	K. Webb (Clerk’s pay for December)	£631.80
7/1/19	HMRC (tax on Clerk’s pay)	£102.40
7/1/19	HMRC (National Insurance on Clerk’s pay)	£9.03
7/1/19	Thinking Rural (payroll for December)	£12.00
7/1/19	D. Tyson (pavilion cleaning for December)	£117.45
7/1/19	R. Brown (tiles for pavilion roof)	£54.72
7/1/19	J. Fletcher (key keeping – November and December)	£62.50
7/1/19	J. Duffield (work in cathedral ruins plus plants)	£1,562.53
7/1/19	E-on (pavilion from 17/9/18 to 13/12/18)	£214.21
7/1/19	Mole Country Stores (fish blood and chicken manure)	£23.97
7/1/19	Information Commissioner (data protection annual fee)	£40.00
7/1/19	K. Webb (Clerk’s travel expenses for 1/10/18 to 31/12/18)	£51.30
7/1/19	Norfolk PFA (annual membership)	£25.00
7/1/19	Edit Websites (website annual hosting and support fee)	£250.00
7/1/19	Edit Websites Ltd (SSL website certificate)	£35.00
7/1/19	J. Labouchere (J. Heffernan plaque – Apex Signs)	£50.00
7/1/19	N. Saunders (Christmas tree)	£95.00
28/11/18	Public Works Loan Board - Village Green loan repayment	£626.45
3/12/18	Public Works Loan Board - Streetlights loan repayment	£1,753.41
11/1/19	E-on (street lights – December)	£163.73
7/1/19	Anglian Water – pavilion (3/10/18 to 3/1/19)	£31.05
7/1/19	Anglian Water – playing field (3/10/18 – 3/1/19)	£77.08
7/1/19	Cash (petty cash)	£200.00

(Expenditure approved by all members)

b) Schedule of Income:

c) 3/12/18	Bank interest (3/9/18 to 2/12/18)	£13.04
d) 3/12/18	Rural Payments Agency (Basic Payment Scheme)	£2,898.77
e) 6/12/18	Pavilion takings	£40.00

Balances (as at 19/12/18):- Current a/c - £60,134.17, Business Premium a/c £26,657.19

Mr. Phillips presented the Management Financial Report for the year to 31st December, 2018 (first nine months of the financial year). This was broadly in line with expectations.

329 To consider planning applications and determinations:-

a) Applications

- (i) C. and A-M Healey – new entrance porch – The Railway Arms, 40 Station Road - (3PL/2018/1317/F) – no objections.
- (ii) Mr. Pittom – proposed timber cart lodge to provide undercover parking and secure storage (revised design and dimensions) – Well Cottage, Broom Green – (3PL/2018/1386/HOU) – no objections.

b) Determinations

- (i) Mr. and Mrs. Jensen – construction of a new vehicular access – Mill House, Worthing Road – (3PL/2018/1177/HOU) - approved

330 CORRESPONDENCE -9/1/19

- 1) Clerks and Councils Direct magazine for January, 2019
- 2) Police crime updates – November, 2018
- 3) E-on – advice of changing prices (including deemed prices)
- 4) Norse – requesting to quote for 2019 (mowing from the new kissing gate to the existing pass through Jubilee Wood (about 30 yards) is to be added)
- 5) Norfolk and Suffolk Catchment Sensitive Farming Officer’s Autumn newsletter

331 Announcements

Mr. Brown mentioned the elections which are to take place on 2nd May. The pavilion is scheduled to be used again and a fee of £195 for the District Council was agreed by all.

332 Agenda items for next meeting:

- a) Memorial Hall (development/rebuilding)
- b) New grit boxes

333 Next Meeting:

Wednesday, 6th February 2019 at 7.30 p.m.

There being no further business, the meeting closed at 8.32 p.m.

Chairman

Date

