

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

Public Participation: It was reported that the Christmas tree has been ordered and it was agreed that a switch-on event would again be held. Further discussion took place regarding the footpath along the railway line. Mr. Robinson would report later in the meeting.

## **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 2<sup>nd</sup> October, 2019**

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#### **161 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. J. Brown, Mr. P. Grainger, Mr. M. Rayner, Mr. C. Robinson and Dr. P. Wade-Martins.

**Also in Attendance:** Mr. K. Webb (Clerk) and four parishioners.

#### **162 To Consider Apologies for Absence:**

Mr. M. Phillips, Mr. T. Fitzalan Howard, Mr. J. Labouchere, Mr. C. Smith and Mr. G. Bambridge (District Council)

(The Chairman is to send a letter expressing the best wishes of the members to Mr. Bambridge)

#### **163 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.

(A Notice of Vacancy in respect of the remaining position on the Parish Council is to be posted on the Notice Board and website)

#### **163 Minutes of Meeting held on Wednesday, 4<sup>th</sup> September, 2019:**

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

## **UPDATED INFORMATION AND MATTERS ARISING**

### **164 Land Management Matters (item 129)**

- (a) Village Green The oak tree is to be obtained. The board in the Play Area does not appear to have yet been bleached. This will be checked before the next meeting.

- (b) Cathedral Ruins English Heritage have finally propped up the wall adjoining a parishioner's and made it safe. The rubbish bin is in a poor state and needs to be replaced.
- (c) Cathedral Meadows Rents are due. Mr. Phillips has the matter in hand.
- (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 Four dead trees have been removed.

**165 Street Lights (item 130)**  
Nothing to report.

**166 Highway Matters (item 131)**

Dr Wade-Martins and Mr Grainger presented the following report of a meeting they had the previous day with the Highways Engineer for the area and other members of the Highways Department:

Paul Grainger and I, with our Parish Clerk, met a very helpful team from County Highways today to discuss a range of road safety issues as highlighted in our report to Parish Council dated 19<sup>th</sup> August and discussed by Parish Council on 4<sup>th</sup> September. We focused on two main concerns, the Kings Head crossroads and speeding traffic on Station Road, with a view to preparing another Parish Partnership bid by December.

**Post office corner on Holt Road** Before discussing new measures we did say that the build-out seemed to be working well, and we hoped soon to have the SAM2 readouts for northbound traffic for “before” and “after” construction to be able to quantify the success of the measure. We did, however, ask if 20mph repeater signs could be added to the lamp posts to either side of the corner to re-enforce the need to retain a slow speed on the bend. They will need to investigate this option carefully because it does depend on the distances between the lamp posts.

On the access problems experienced by a resident who lives opposite the buildout, we are in touch with a lead officer in their design team who is arranging for some “Tracker Modelling” to evaluate if modifications to the pavement kerbs here are really necessary.

**Kings Head crossroads** We were told that installing elevated yellow transverse lines on the B1145 at the approaches to the crossroads was not possible because such measures are only used in very exceptional circumstances. Moving the 30-mph signs back further from the crossroads could be done, although the legal costs of doing so could be £4-6,000 and there would be more effective ways of using that money.

Their suggestions were:

- To replace all four signs at the approaches to make the nature of the crossroads clearer, and to install new Advance Give Way signs on the B1145 on both directions.
- Include on the signs a deterrent for large vehicles to go along Holt Road and instead an encouragement to go via Brisley.
- Refresh the white lines, including SLOW, with new road markings.

They now have *no* money in their budget for new traffic management signs, so replacement signs could only be provided if they are part-financed through a Parish Partnership Scheme. If we agree with their suggestions they will come up with a description for the new signs and a price.

They urged us to have the playing field hedge cut back where it currently obscures their east-facing sign.

**Station Road** We were told that installing a buildout would not be possible because buildouts are normally used only to re-enforce 20-mph areas and not 30mph areas. We pressed the case for a speed camera but were told that adding new cameras was currently not policy.

Their suggestions were:

- To extend the central ladder markings currently only running for a short distance down the centre of the road at the Worthing turn to the whole length of Station Road from the 30-mph sign near the Worthing Turn to opposite No 11 Station Road. These visually reduce the width of the carriageway and make drivers more cautious.
- Erect “gateways” on both grass verges at the 30mph signs and install new “30mph” roundels on the gates on both sides of the road and possibly add “PLEASE DRIVE CAREFULLY” (or similar words) to the gates under the roundels.

We told them that these suggestions were exactly in line with current Parish Council thinking so they should consult their Traffic Safety Team straight away to come up with costings.

We agreed to arrange for a third location for the east-facing SAM2 camera closer to the Worthing turn to provide more advance warning of the need to slow down. The bracket of the present post needs to be lifted.

**Recommendation** Parish Council endorses all these suggestions to County Highways who can come up with the necessary designs and costings to be submitted as a single proposal for our next Parish Partnership bid for 2020. The deadline is early December.

**Note:** The meeting also looked at the location for the Eastgate Street parking scheme and firmed up some of the details. We anticipate being notified soon when the work will take place

The recommendations in the report were agreed unanimously. The next stage is to ask County Highways to prepare costings for these proposals to that 50% of the costs can be put into our budget for next year and the other 50% included in our next Parish Partnership bid to be submitted by 6<sup>th</sup> December to NCC.

*Other Matters*

- a. The new street signs for Station Road and Billingford Road have been satisfactorily installed by Breckland Council.
- b. Dr Wade-Martins will be reporting a blocked drain in Eastgate Street, and since the meeting Mr Brown notified PWM of a broken sign on the Brisley Road which has been reported.
- c. A part of the Highways meeting the previous day firmed up arrangements for progressing the Eastgate Street parking scheme.
- d. Neither the Chief Constable nor Bill Borrett have replied to our letters on the use of data from the SAM2 signs. So, it was agreed that Mr Grainger would contact our local police liaison officer to set up some speed traps on Station Road at the times of day when the SAM2 signs record most infringement of speed limits.
- e. Neither contractor we approached is willing to spray pavements for us, so unless another contractor can be found this suggestion can be taken no further.
- f. The access problems a resident in Holt Road is having with living opposite the new buildout still has to be address by Highways. They have a method of assessing the design problem objectively.

**167 Eastgate Centre (item 132)**  
Nothing to report.

**168 Pavilion and Playing Field – Play Area (item 133)**  
Two contractors had been contacted regarding the infringement identified by Anglian Water but neither was able to assist. Mr. Brown is to arrange a meeting with Anglian Water who have extended the date by which the problem has to be fixed from 16<sup>th</sup> October to 29<sup>th</sup> October. It is noted that the car park needs to be sprayed again.

**169 Allotments (item 134)**  
The rents are due and a meeting has been arranged for 15<sup>th</sup> October. Messrs Brown and Grainger will be present.

**170 Volunteers (item 135)**  
Nothing to report

**171 Website (item 136)**  
Nothing to report

**172 Traffic and parking issues in Eastgate Street (item 137)**  
Nothing to report

- 173 Church Meadow update (item 138)**  
Permission has been obtained from Breckland to do the tree works (see Correspondence, item 193, ( 3))
- 174 V.E.T.S. (item 139)**  
Nothing to report
- 175 Draft agreement re the sale of land at Brookside Farm (item 140)**  
Nothing to report
- 176 Plans for all weather footpath from Oak Avenue to Spencer Close (item 141)**  
Nothing to report
- 177 Pump at the north end of the village (item 142)**  
Nothing to report
- 178 Plaque for the King's Head pump (item 143)**  
Unfortunately, an incorrect word is on the plaque. This will be brought to the attention of Mr. Phillips.
- 179 Rental assessment (item 144)**  
Nothing to report
- 180 Memorial Hall (item 145)**  
Nothing to report.
- 181 New Information Panel (item 147)**  
Nothing to report
- 182 The Memorial Hall Working Group (item 148)**  
Nothing to report
- 183 Junior football coaching (item 149)**  
The session held on 14<sup>th</sup> September had been very successful. Parents are to be e-mailed by the coach to arrange another one. One of the small goals (plus the net) which had been previously mislaid, has been found.
- 184 North Elmham Community Plan (item 150)**  
Dr. Wade-Martins questioned the decision to leave the review for a further two years. Mr. Grainger explained that the intention was not merely to review what had been done in 2011 but to do the exercise again, with consideration being given to how the previous report could best be refreshed.

- 185 Footpath on railway line (item 151)**  
Mr. Robinson had attended a meeting with Breckland Council. Uncertainty remains regarding the precise termination point of the footpath at the southern end. Mr. Robinson will attempt to locate a conveyance with a Land Registry number, executed in 2003, from Breckland Council to the Mid Norfolk Railway. The Chairman asked about a number of oak trees being felled between the kissing gate and the footbridge. Mr. Robinson will investigate.
- 186 Parish Partnership options for 2020 (item 152)**  
Nothing to report
- 187 Heritage Railway (item 153)**  
Mr. Rayner and Dr. Wade-Martins had attended a meeting of Melton Constable Trust. They returned with a number of leaflets.
- 188 Brookside Development (item 154)**  
Nothing to report
- 189 V.E. Day 75**  
The date is Friday 8<sup>th</sup> May, 2020. The Chairman suggested a small Working Group. There is an Institute event already planned for the evening. There were no suggestions forthcoming from members so the Chairman will contact the parishioner who initially raised the subject to ask if he has any ideas.
- 190 Report of CPRE Rural Housing Conference**  
The Chairman attended the Conference which was hosted by Mr. Rayner. There were a number of interesting speakers. It is very apparent that there is a problem with the lack of affordable housing in North Norfolk, in particular. Mention was made of exception sites and the first step would be to establish if there is a parish need. Mr. Rayner is to speak to Breckland Council.
- 191 Accounts for Payment and Schedule of Income**
- a) **Resolved to approve the following Accounts for payment:-**
- |         |  |           |
|---------|--|-----------|
| 11/9/19 | E-on (street lights – August)                                | £202.14   |
| 2/10/19 | D. Tyson (pavilion cleaning for September)                   | £98.52    |
| 2/10/19 | Thinking Rural (payroll services for August)                 | £12.00    |
| 2/10/19 | K. Webb (Clerk's pay for September)                          | £693.24   |
| 2/10/19 | HMRC (tax on Clerk's pay)                                    | £77.60    |
| 2/10/19 | HMRC (National Insurance on Clerk's pay)                     | £15.22    |
| 2/10/19 | CGM (grounds maintenance)                                    | £781.12   |
| 2/10/19 | PKF Littlejohn (AGAR – review of Annual Return)              | £360.00   |
| 2/10/19 | Ace Fire (annual service of fire extinguisher and equipment) | £27.12    |
| 2/10/19 | Hardy Landscape Management (two cuts by remote mower)        | £1,440.00 |
| 2/10/19 | E-on (pavilion electricity from 17/6/19 to 16/9/19)          | £159.87   |
| 2/10/19 | J. Duffield (work in Cathedral Ruins)                        | £300.00   |
| 2/10/19 | Petty Cash   | £200.00   |
| 2/10/19 | CPRE (Fee re Norfolk Rural Housing Conference)               | £25.00    |

(Expenditure approved by all members)

b) Schedule of Income:	
30/8/19 HSBC (coif inc div)	£27.76
30/8/19 HSBC (coif inc div)	£44.90
2/9/19 Interest on Bank account (from 3/6/19 to 1/9/19)	£14.18
5/9/19 Pavilion takings	£30.00
5/9/19 D. Fish (Church Lane Tenancy – 12 months)	£500.00
17/9/19 Fakenham Cricket Club (use of pitch and pavilion for season)	£388.80
20/9/19 Rural Payments Agency (FDM reimbursement)	£15.20
26/9/19 Breckland Council (Precept – half year)	£18,954.50

Balances (as at 1/10/19):- Current a/c - £84,057.61, Business Premium a/c £28,948.59

## **192 To consider Planning Applications and Determinations:-**

### **a) Applications**

- (i) Mr. T. Hylton – proposed single storey extension to create a gym/office with W/C at 4 Eastgate Street – (3PL/2019/1139/HOU). A question was raised regarding the provision of parking. Mr. Rayner is to check. It was agreed by all to support the application, subject to clarification of the parking arrangements.

### **b) Determinations**

None

## **193 CORRESPONDENCE –2/10/19**

- 1) Police Crime Update report for September, 2019
- 2) Clerks and Councils Direct magazine for September, 2019
- 3) Letter from Breckland Council regarding tree works at Church Loke
- 4) Electrical testing offer re lighting columns and the additional Christmas load

## **194 Announcements**

None

## **195 Agenda items for next meeting:**

- a) Footpaths (entrances and exits)
- b) Budget

## **196 Next Meeting:**

Wednesday, 6<sup>th</sup> November 2019 at 7.30 p.m.

There being no further business, the meeting closed at 8.45 p.m.

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Chairman

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Date

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