

**Minutes of the  
MEETING OF THE PARISH COUNCIL  
held at 7.30 p.m. on Wednesday 1<sup>st</sup> April, 2020  
(via Zoom)**

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**376 Those Councillors Present by Logging In Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Miss A. Ferris, Mr. T. Fitzalan Howard, Mr. P. Grainger, Mr. J. Labouchere, Mr. M. Rayner, Mr. C. Smith and Dr. P. Wade-Martins

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

**377 Minutes of Meeting held on Wednesday, 4<sup>th</sup> March, 2020:**

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

**UPDATED INFORMATION AND MATTERS ARISING**

**378 Land Management Matters (item 344)**

- (a) Village Green The Play Area has been securely closed and, in the current coronavirus crisis, is not to be used. Mr. Smith is to take charge of looking after the bins.
  
- (b) Cathedral Ruins Advice is awaited from English Heritage as to how the ruins are to be managed. They say that their own workforce is continuing grounds' maintenance but it is not clear as to whether we should continue ourselves. Mr. Duffield will not be asked to work until precise guidance is received. In the meantime, the gates are being left open.
  
- (c) Cathedral Meadows Nothing to report
  
- (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 Mr. Darby is proceeding with the fence as there is little likelihood of him coming into contact with anyone else whilst doing this work.

**379 Street Lights (item 345)**

The branches of the tree near light number 18, (opposite the hall in Eastgate Street), are to be lopped.

**380 Highway Matters (item 346)**

The Eastgate Street parking scheme is due to start on 6<sup>th</sup> April but it is not certain, at this stage, whether it is going ahead. The residents of the street should be notified by the County Council if it is to be closed and it appears they have not been told anything, other than via Elmham News. Dr. Wade-Martins will advise them of the situation as soon as we hear. The main street has been well swept by Breckland but there remains a problem with some debris blocking a drain near the buildout.

**381 Pavilion and Playing Field – Play Area (item 348)**

There has been a problem with litter at the far end of the playing field near the skateboard park. No cleaning of the pavilion is likely to be required so Mr. Smith will liaise with Debbie Tyson.

**382 Volunteers (item 350)**

It was acknowledged that, in the current situation, the volunteers will be out of action.

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

a)	Resolved to approve the following Accounts for payment:-	
12/3/20	E-on (street lights – February)	£189.09
31/3/20	Signs Express (Cathedral Meadows interpretation sign)	£746.20
31/3/20	Norfolk Parish Training and Support (annual subscription)	£209.24
31/3/20	T.H. Scott and Son (Cathedral Meadows hedge cutting)	£356.40
31/3/20	E-on (pavilion from 20/12/19 to 11/3/30)	£250.16
31/3/20	B. Shutler (supply/fit double check valve to hose water)	£85.00
31/3/20	Harlequin Colour Print (Covid-19 leaflets)	£39.81
31/3/20	K. Webb (Clerk’s travel expenses from 1/12/19 to 31/3/20)	£45.45
31/3/20	Priscilla Bacon Hospice (donation)	£100.00
31/3/20	D. Tyson (pavilion cleaning for March)	£123.15
1/4/20	K. Webb (Clerk’s pay for March)	£708.84
1/4/20	HMRC (tax on Clerk’s pay)	£82.00
1/4/20	HMRC (National Insurance on Clerk’s pay)	£21.41
1/4/20	Norfolk C.C. (PP scheme for gateways – 50%)	£1,400.00
1/4/20	Norfolk C.C. (PP scheme for 20 mph repeater signs – 50%)	£750.00
1/4/20	Norfolk C.C. (PP scheme for directional signs – 50%)	£1,500.00

(Expenditure approved by all members)

b) Schedule of Income:

9/3/20	Allotments Rent	£30.00
28/2/20	HSBC (coif inc div)	£26.26
28/2/20	HSBC (coif inc div)	£42.48
2/3/20	Bank interest (from 2/12/19 to 1/3/20)	£10.48
18/3/20	HMRC (refund of VAT from 1/4/19 to 31/12/19)	£2,567.84

Balances (as at 19/3/20):- Current a/c - £72,047.75, Business Premium a/c £30,473.63

**384 To Consider Planning Applications and Determinations:-**

**a) Applications**

- (i) Mr. and Mrs. Grainger – erection of dwelling and garage – The Post Office, 62 Holt Road (3PL/2020/0242/F) – no objections
- (ii) Mr. and Mrs. Jaggard – conversion of existing building to annex – 101 The Old Homestead, Eastgate Street (3PL/2020/0143/F) – no objections

**b) Determinations**

- i) Mrs. H. Gibbons – proposed front extension – 11 Brookside (3PL/2020/142/HOU) - approved

**385 Correspondence**

A letter had been received from a parishioner offering to buy some parish land near the church. It was unanimously agreed that no decision could be taken on this matter until members have had the chance to fully debate and discuss it at a properly constituted open meeting of the Parish Council. The Chairman will write to the person involved confirming the procedure to be followed.

**386 Skateboard area**

Following the request for an improvement to the skateboard area made at the last meeting, a confirmatory letter had been received. Subsequently, members were disappointed to note that a considerable amount of litter had been left in this area with some also thrown over the wall on to neighbouring farmland. Mr. Smith is to liaise with the young people who wrote the original letter to advise them that the users of the skateboard park need to be more conscientious before the Parish Council can consider supporting them actively.

**387 Coronavirus crisis**

It is the intention to hold the May meetings using an enhanced Zoom facility. A team of volunteers has been formed and Elmham News continues to play an important part.

**388 Agenda items for next meeting:**

None

**389 Next Meeting:**

Wednesday, 6<sup>th</sup> May 2020 at 7.30 p.m. (Zoom)

There being no further business, the meeting closed at 8.00 p.m.

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Chairman

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Date



