

**Minutes of the  
MEETING OF THE PARISH COUNCIL  
held at 6.40 p.m. on Wednesday 1st July, 2020  
(via Zoom)**

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**035 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 and Dr. P. Wade-Martins

**Also in Attendance:** Mr. K. Webb (Clerk) and Mrs. C. Payne (Elmham News)

**Apologies for absence:** Mr. C. Smith

**036 Minutes of Meeting held on Wednesday, 3<sup>rd</sup> June, 2020:**

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

**UPDATED INFORMATION AND MATTERS ARISING**

**037 Land Management Matters (item 021)**

(a) Village Green There is a large tree on the edge of the Green and concern is that some branches may be in danger of falling. Two quotations for the work needed are to be obtained with the same specification provided to both contractors, one of whom will be Richard Ravenscroft. The cost will be shared (50/50) between the Parish Council and neighbouring parishioners as on other similar other occasions.

The chains, padlock and notice are to be removed from the Play Area on 4<sup>th</sup> July. The bin will also be put back in its previous position. There has been no response yet regarding the new oak tree. An olive tree was purchased for Mrs. Budgett in appreciation of all her work regarding key keeping duties at the Cathedral Ruins.

(b) Cathedral Ruins Dr. Wade-Martins reported that Hardy Landscapes have completed their first cut of the steep slopes with their remote-controlled Lynex machines, and the result looks good.

(c) Cathedral Meadows *Modifying kissing gates* Mr. Fitzalan Howard and Dr. Wade-Martins have obtained quotes from two contractors to modify all ten pedestrian gates to make them child buggy friendly with the work to be completed by the end of September. New materials (mainly posts) will be charged, extra to price. The quotes are Ben Darby £385 and Julian Duffield £850. Based on price, we recommend the Parish Council accepts Ben Darby's quote. Proposed by Mr. Fitzalan Howard and seconded by Mr. Labouchere. All in favour.

(d) Broom Green Nothing to report

(e) Millennium Wood (and Jubilee Wood) *Millennium Wood* Julian Duffield has now re-hung the heavy metal gate to the Millennium Wood at a lower level at no extra cost and all is now satisfactory. Rory Hart has removed the remaining tree guards from the Jubilee Wood which have been disposed of. He has also completed the spraying of thistles both in the wood and in Church Meadow, and it all looks good. One of the hedges is in danger of obstructing a telephone cable. This has been pointed out by a neighbouring parishioner who has offered to pay for the necessary work to both sides of the hedge and the trees. The Chairman will inspect with the resident.

(f) Bridleway on disused railway line There has been no response from Richard Cullen (Station Master) and the Chairman will forward a reminder to Mr. Robinson, the Railway Company Chairman.

(g) Prince William Wood Nothing to report.

(h) Parish seats Nothing to report.

**037 Allotments** Mr. Phillips said that a tap needs replacing and a quotation of £250 has been obtained. The work is to be carried out by Darren Brown. Proposed by Mr. Phillips and seconded by Miss Ferris. All in favour.

**038 Street Lights (item 022)**  
A new cover has been provided for light number 17.

**039 Highway Matters (item 023)**

*Parish Partnership projects* Due to the lockdown there has been no more news on our two outstanding Parish Partnership Schemes. We have, nevertheless, received an invitation to bid for another 50/50 scheme with an upper limit of NCC funding of £25,000 per bid. Members are asked to consider ideas which we can discuss at our August meeting. NCC say that they are keen to encourage and support first-time bids, but that should not put us off from trying again. The closing date is 4<sup>th</sup> December with bids announced in March 2021.

*Blocked drains* We have reported three more blocked drains recently. The most serious is on the inside of the bend at the lower end of Eastgate Street opposite the station where an enormous amount of roadside silt has built up around the corner back as far as the bus stop.

This raises a significant issue over street sweeping. Breckland Council is responsible for sweeping pavements and streets, but neither seem to be swept properly and the sweeping lorries do not drive onto pavements. Drivers seldom leave their cabs. So, vegetation and silt builds up on pavements and roadside edges, and during storms that debris is all swept into drains. However, it is Norfolk County Council which cleans out blocked drains. It would surely be much more efficient if one authority was responsible for both. The matter could be taken up with our County and District Councillors to seek their views on the matter.

*Flooding at the railway crossing* We have a perennial problem with silt building up on the sides of the crossing which the railway company does not keep clear. Dr. Wade-Martins has notified the chairman of the railway company about this again, but he does not hold out much hope of an immediate improvement. Even a few shovel fulls would make a real difference!

Work on the Eastgate Street parking project is due to commence on 3<sup>rd</sup> August.

**040 Pavilion and Playing Field (item 024)**

The Chairman has spoken to Mr. Reeve and he is keen to resurrect the junior football sessions for children between the ages of five and eight years. Parents from the village are needed, however, to assist him. Mr. Phillips said that Swanton Morley under 12's also intended to play at North Elmham. A number of their players actually live in North Elmham. The Chairman will mention this to Mr. Reeve.

It was suggested that the hiring fee for the pavilion should be £5 per hour for village groups and organisations. This received general approval. The fee for the next election (police and crime commissioner) will be £210.

**041 Repainting the village sign (item 031)**

Toby Winterbourn is to repaint the sign at a cost of £150. All in favour.

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

a)	Resolved to approve the following Accounts for payment:-	
12/6/20	E-on (street lights – May)	£202.14
1/7/20	Mandrake (payroll May)	£24.00
1/7/20	K. Webb (Clerk's pay for June)	£717.60
1/7/20	HMRC (tax on Clerk's pay)	£82.00
1/7/20	HMRC (National Insurance on Clerk's pay)	£10.86
1/7/20	Darren Brown Property Maintenance (bench repairs)	£75.00
1/7/20	R. Hart (treat thistles and remove tree guards)	£516.00
1/7/20	C. Seaman (preparing and painting village seats)	£351.00
1/7/20	Community Heartbeat (VETS – three years)	£360.00
1/7/20	North Elmham PCC (contribution to churchyard upkeep)	£1,000.00
1/7/20	J. Borgnis (monthly Zoom – 23/4/20 to 22/5/20)	£14.39
1/7/20	J. Borgnis (monthly Zoom – 23/5/20 to 22/6/20)	£14.39
1/7/20	J. Borgnis (monthly Zoom – 23/6/20 to 22/7/20)	£14.39
1/7/20	E-on (pavilion from 11/3/20 to 19/6/20)	£264.66
28/5/20	Public Works Loan Board (Village Green repayment)	£626.45
1/6/20	Public Works Loan Board (Street Lights repayment)	£1,753.41
1/7/20	J. R. Fletcher (key keeping – two months)	£62.50
1/7/20	J. Duffield (work in Cathedral Ruins)	£160.00
1/7/20	Brown and Co (consultancy service re BPS application)	£732.00
1/7/20	Playsafety Ltd (annual RoSPA inspections of Play Areas)	£168.60

(Expenditure approved by all members)

b)	Schedule of Income:	
29/5/20	Coif charity dividend	£27.76
29/5/20	Coif charity dividend	£44.90
4/6/20	Breckland Council (recycling from 1/4/19 to 31/3/20)	£897.48
8/6/20	Bank interest (2/3/20 to 7/6/20)	£8.26
12/6/20	English Heritage (Management Fee – Cathedral Ruins)	£5,100.00
19/6/20	Donation (Christmas lights)	£25.00

Balances (as at 19/6/20):- Current a/c - £91,826.98, Business Premium a/c £31,231.89

**043 New seats and Memorial Garden**

Mr. Labouchere has provided a quotation for the Jimmy Brown Memorial Garden board. This will cost £88.00 plus an amount for lettering. The garden is to be looked at again by the Chairman and Messrs Phillips and Labouchere with a view to deciding the precise location. The seat in Orchard Close has been mended by Darren Brown who has fixed a new slat. As such, a replacement seat will not be required at this time. Dr. Wade-Martins has found a suitable seat for Mr. Brown and Messrs Smith and Phillips, together with Miss Ferris, will decide the best place for this to be sited. They will seek input from Mrs. Brown. The cost of the seat is £291.88 + VAT and will be ordered by the Clerk.

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

**a) Applications**

- (i) Mrs. H. Hetherington – storage building and new extensions – Dale Farm, Great Heath Road Eastgate (3PL/2020/0560/HOU and 3PL/2020/0553/HOU) – it was felt that this was a large, unusual building for the site. It is very visible from the road. The District Council are to be asked what is the reason for the large storage area.
- (ii) Mrs. Richmond – conversation of agricultural building to one dwelling – Park Farm, Heath Road (3PN/2020/0022/UC) – no objections

**b) Determinations**

None

Brookside Development

Orchard Homes solicitor, James Childs, has suggested that the Parish Council becomes a party to the S106 Agreement for the Brookside development. In the draft S106 the parties are listed as Norfolk County Council, Breckland District Council and Orchard Homes, with North Elmham PC as the nominated body for transfer of some of the land. Having spoken to the Chairman, who suggested it would be useful for input from a commercial property lawyer, Mr. Rayner contacted his brother who is such a person, with nearly 40 years' experience in this area, which has included work for major shopping centres and more recently acting for landowners regarding housing, currently working as a partner at Birkett Long, Chelmsford. He also feels it would be to the benefit of the PC as well as Orchard Homes.

The benefits could include: a possibility that the PC will have more chance of gaining some of its requests, or at least will have more input; although it's likely negotiations for the S106 will take longer due to there being an extra party, it should speed up the whole process as any later negotiations with Orchard Homes should be simpler; it gives more certainty that the Parish Council will take on ownership and maintenance of the designated areas of land, meaning there's less likelihood of the need for a separate management company for this; Orchard Homes has indicated that they're willing to pay the PC's reasonable legal costs in negotiating the S106.

Mr. Rayner has spoken to the Breckland case officer to check that they'd have no issues with the PC becoming a party to the S106, which they don't.

The proposal as detailed above was discussed by the members and Mr. Phillips proposed that we proceed on that basis. This was seconded by Mr. Grainger. All in favour, except Messrs Labouchere and Rayner who abstained. It was stressed that any instructions passed to the solicitors will continue to be formulated by all the members in the normal way.

**045 Correspondence**

- a) Two quotations re work on kissing gates at Cathedral Meadows (see item 037 c)
- b) Norfolk County Council – Parish Partnership Scheme for 2021/2022 (see item 039)
- c) Letter from Head of Corporate Responsibility for Slimming World (response to be made)
- d) Request to rent part of pavilion car park for hot food takeaway van (rejected – proposed by Mr. Phillips and seconded by Mr. Grainger. All in favour of rejecting))
- e) Letter from parishioner regarding skate park (Chairman to reply – support in principle but costs need to be established)

**046 Agenda items for next meeting:**

None

**047 Next Meeting:**

Wednesday, 5<sup>th</sup> August 2020 at 7.30 p.m. (Zoom)

There being no further business, the meeting closed at 8.02 p.m.

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Chairman

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Date



