

# NORTH ELMHAM COMMUNITY PLAN – ACTION POINTS REVIEW 2021

NB: Review comments from 2014 are shown in **Blue**; Review Comments for 2021 are shown in **Red**

	Suggested Action	Suggested Leader	Suggested Partner(s)	Timing
1	<p><b>Introduction</b> To review all initiatives arising from the Community Plan Action Points</p> <p>In November 2008 the North Elmham Community Planning Group was founded at a public meeting. During 2009-10 it met regularly and by Spring 2010 a questionnaire was ready for distribution to every household in the parish, with the intention that the responses would provide an objective view of people's feelings about village life. During the remainder of 2010 the results were collated and analysed, the result being the 'North Elmham Community Plan' published in April 2011 and distributed to every household. This review is based on the Action Plan within that document, and is intended to ascertain progress with the many suggested actions that were identified.</p> <p>An overall review of all suggested actions is anticipated for February 2014.</p> <p>2021 Review underway - approach agreed Parish Council Meeting September 2021.</p>	Parish Council		Short
2	<p><b>Housing</b> To look at sites in the village that could be used for Housing Association Homes and Starter Homes</p> <p>24 households had someone needing alternative accommodation now; 50 households in the next 5 years. Priority for 19 households was rentable housing and for 11 households was a starter home.</p> <p>No action to date.</p>	Parish Council		Long

	Affordable housing on an exception site has started with the engagement of Broadland Housing Association to pursue the scheme. A housing needs survey is to be conducted in September 2021, which will determine the number, type and tenure of housing needed. It is likely that the affordable housing will be in part subsidised by some (probably 1/3) market housing on the same site. If there is a need for a scheme the next stage will be identification of a suitable site.			
3	<b>Traffic Management and Road Safety</b> To consider forming a Traffic Management and Road-Safety sub group to co-ordinate the several suggestions arising under this subject	Parish Council	Residents	Short
	Group was formed but has since disbanded.			
	The Parish Council would be open to supporting a group if a quorum of parishioners was re-established			
3a	To explore the provision of <b>speed reminder signs</b> for current speed limits, the most appropriate styles, and the most pertinent positions	Parish Council	County Council, Police	Medium
	The most responses referred to locations of Station Road/Billingford Road (47), entrance to the village (24), Holt Road (20), Surgery/School (13), Eastgate Street (11). Parish Council has made proposals, but these were rejected by County Highways.			
	Speed awareness monitors (SAM) have been purchased and installed in multiple locations in Station Road and Holt Road. Data collected from these devices has been offered to the police and county highways to assist them in considering any additional measures. To-date the authorities have declined evaluation of this data.			
3b	To explore the provision of <b>pinch points</b> and the most appropriate positions on Holt Road and Eastgate Street	Parish Council	County Council	Medium
	This has been explored. A pinch point has been installed by the Surgery in Holt Road.			
	A further pinch point in Holt Road near to the Post Office bend has been installed. Agreement in principle with county highways has been reached to install a further pinch point if required once the development at Brookside Farm has been completed.			
3c	To explore the provision of <b>pedestrian crossings</b> near to the surgery and school, and close to the shop and playing field and the most acceptable type (unless deemed unnecessary if pinch points were installed)	Parish Council	County Council, School	Long
	The most responses referred to locations at Surgery/School (50) and Shop/Playing Field (23). A pinch point has been installed by the Surgery. One for the Shop/Playing field has not yet been proposed.			
	No change from previous review			
3d	To form a public action group to <b>monitor the movements and routes of HGVs</b>	Parish Council	Parishioners, County Council	Short
	No action to date.			
	The Parish Council would be open to supporting a group if a quorum of parishioners was established			
3e	To investigate possible areas in the village for <b>off-road parking</b> primarily in relation to Eastgate Street, and the surgery/school area in connection with the safe route to school	Parish Council	County Council	Medium

	<p>The most responses referred to Eastgate Street (55) and School/Surgery (51). Parish Council is proposing car park on village green (accessed from Spencer's Close).</p> <p>Additional parking in the area of the school will be provided within the Brookside Farm development. A parking scheme in Eastgate Street was completed in 2019.</p>			
3f	<p>To investigate introducing <b>yellow lines</b> parking restrictions on the stretch of Holt Road in the surgery/school/Cathedral Drive area and in Eastgate Street</p>	Parish Council	County Council, Police	Short
	<p>The most responses referred to the area around Surgery/School (53), Holt Road (22), entrance to Cathedral Drive (21). This has been proposed by Parish Council and rejected by County Highways.</p> <p>County Highways remain opposed to the introduction of further yellow line markings</p>			
3g	<p>To research how to improve the provision of <b>pavements</b> in Holt Road and in Eastgate Street and to continue negotiations with Norfolk County Council to reinstate the <b>safe route to school</b></p>	Parish Council	County Council, School	Short
	<p>The most responses referred to Eastgate Street (17) and Holt Road (12). Holt Road pavement improved by newly installed pinch point. Parish Council has just begun negotiations with County Highways to improve the safe route to school in Eastgate Street and Station Road.</p> <p>Safe route to school exists across the village green and will be further augmented in the Brookside Farm development</p>			
3h	<p>To monitor <b>vehicle parking</b> around the Parish on a random basis with a view to tackling the most dangerous examples</p>	Parish Council	Parishioners, Police	Short
	<p>Not undertaken to date.</p> <p>Instances of dangerous parking are notified to the police as and when notified</p>			
3i	<p>To explore feasibility of a <b>reduction in speed limits</b> in Eastgate Street, Holt Road, Orchard Close and part of Station Road</p>	Parish Council	County Council	Short
	<p>Parish Council has made proposals which have been rejected by County Highways.</p> <p>County Highways remain opposed to the introduction of further speed restriction areas</p>			
4	<p><b>Transport</b> To continue the dialogue about the possibilities of improving <b>local bus services</b> as requested by residents</p>	Parish Council	All Bus Operators	Medium
	<p>No action to date.</p> <p>The Parish Council will continue to challenge bus service providers when notified of service changes</p>			
5	<b>Clubs and Societies</b>			Short

5a	To run articles designed to confirm level of interest in attending specific <b>clubs, societies and evening classes</b> in those activities	Elmham News Magazine & Website	Parishioners	
Completed.				
5b	To publish a regular listing of the contact details for the organisers of all <b>existing clubs and societies</b> to help people know what is already on offer	Elmham News Magazine & Website	Parishioners	Short
Completed.				
6	<b>Elmham Church Events Committee</b> To give serious consideration to incorporating some of the suggested ideas into their events programme	Events Committee		Short
The suggested ideas were welcomed by the Elmham Church Events Committee; some have been implemented, however, additional volunteers are required to take other ideas forward.				
7	<b>Playgroup</b> To evaluate the suggestions raised by respondents	Playgroup Leaders	Parents	Short
No action to date.				

8a	<b>Facilities and Amenities</b> To consider improving the <b>Eastgate Centre</b> - better heating and modernising the interior	Trustees of the Youth and Community Centre	Users of the Centre	Short
Completed.				
The Trustees continue to regularly review that the facilities offered by the Eastgate Centre remains fit for purpose				

8b	To consider improving the <b>Memorial Institute</b> – cleanliness, kitchen, and appearance	Memorial Institute Trustees	Regular users of the Hall	Short
	Completed.			
8c	To consider improving the <b>Pavilion</b> – redecoration, heating, showers, and access	Parish Council	Users	Short
	Action on hold, pending proposals for a new Community Hall.			
	Improvements including redecoration, heating and showers have been completed since the previous review. An initiative to re-surface and improve the car parking area is expected shortly			
8d	To form a steering group for combining the resources of these venues	All 3 bodies	Users	Short
	Working Group established under the Parish Council.			
	Previous working group was disbanded. The Parish Council would welcome interested parties prepared to convene a new group and continue to set aside funds whenever possible to reserves to support a renewed initiative			
8e	To consider improvements suggested for the <b>Village Green</b> , if it can be purchased from County Council – play area, seating, additional path, parking, lighting, and conservation	Parish Council		Medium
	Village Green has been purchased and Parish Council are actively consulting the community on proposals for play equipment and car park.			
	<b>(details and date of the current children's play area need to be included )</b> In May 2021 a survey in The Elmham News seeking ideas for additional activities for the youth was distributed to all households and copies given to all children in the Primary School. Of the 773 copies distributed, 48 were completed and returned (7%). The responses are being analysed and options for improvements are being considered and costed.			
8f	To consider improvements to <b>Cathedral Meadows</b> – discreet signage, information and seating	Parish Council		Medium
	Responses suggest that 30% of respondents visit monthly or more often resulting in 500 visits per month. Signage has been ordered; other improvements to be considered.			
	A diagrammatic map of the area has been installed near the entrance to the meadows showing the hedges and gateways. Kissing gates suitable for child buggies/wheelchairs have been added to all gateways.			
8g	To consider improvements to <b>Millennium Wood</b> – signage, access by buggies and wheelchairs, information, seating and conservation	Parish Council		Medium
	Responses suggest 20% of respondents visit at least once a month resulting in 300 visits per month. Signage has been ordered; other improvements to be considered.			
	A diagrammatic sign has been installed at the entrance to the Wood showing the species of trees and a short history of the site. The entrance gate has been amended to facilitate passage of mobility scooters and buggies.			
8h	To consider improvements for <b>Prince William Wood</b> – signage and seating	Parish Council		Medium

	No action to date.			
	In 2020 a fence to prevent children and dogs from running onto Back Lane was erected on the west, south and east sides of the wood. Two gates leading onto Back Lane have also been installed.			
8i	To consider improvements for <b>Broom Green and Pond</b> – information and seating	Parish Council		Medium
	No action to date.			
	The Parish Council remain open to supporting proposals from interested parties if forthcoming			
8j	To consider replacement and relocation of the <b>Play Equipment</b> , if purchase of the Village Green is completed	Parish Council		Medium
	Please see 8e.			
	Please see 8e			
9	<b>Allotments</b> To devise how to action the 3 main issues: improving the safety of the entrance and exit; providing a pedestrian/cycle path; allocating plots to new holders	Annie Mary Smith Allotment Trustees	Current and potential holders	Short
	60% of answers received related to vehicular access. The access has been greatly improved, although the pedestrian/cycle path is yet to be considered. Allocation of plots to new holders has been facilitated.			
	The pedestrian path to the steps has been resurfaced with the help of a Parish Partnership grant from NCC and is regularly kept clear by the parish volunteers. Although access has been improved we are reconsidering installing a mirror at the entrance so that traffic can be clearly seen approaching from the Dereham direction			
10 10a	<b>Heritage Amenities</b> To progress provision in the church of heritage <b>information about the village</b>	Parochial Church Council	Parish Council, English Heritage	Medium
	An application was submitted by the PCC to the Heritage Lottery Fund but this was unsuccessful at the first attempt.			
10b	To consider a full review of the presentation and interpretation of the <b>ruins</b>	English Heritage		Medium
	No action to date.			

10c	To consider how people can <b>access heritage information</b> better	Parish Council		Medium
	No action to date.			
	The Parish Council remains keen to support local groups with heritage information that could be shared with a wider audience. Proposals are encouraged from interested parties.			
10d	To devise better <b>disabled access</b> into the church	Parochial Church Council	Diocesan Advisory Committee	Medium
	Please see 10a.			
10e	To consider better presentation of <b>County School Station</b> – signage and opening times	MNR Preservation Trust		Medium
	No action to date.			
11	<b>Existing and new public footpaths</b>			
11a	To ensure path from <b>County School to Broom Green</b> is always passable with rabbit holes filled in	Parish Council	County Council Footpaths Officer	Medium
	The Parish Council has made strong representation to County Highways about the need to take enforcement action if the footpath is blocked with deep mud again this winter. Mid Norfolk Railway were approached but no response received.			
	Continued dialogue with County Highways and the landowner to try to improve the condition of the PROW. In 2021 the two stiles were replaced by gates allowing better access along the footpath near the Elmham Dovecote See also response at 3g			
11b	To consider installing on the Village Green a <b>map of all footpaths</b> in the area	Parish Council		Medium
	Consideration is being given to exploring means of presenting this information in a format that can be updated easily in future.			
	A map of footpaths and points of interest has been designed and printed. It is published along with other maps of interest on the North Elmham Community website			
11c	To encourage the formation of a <b>Footpaths Group</b> to examine ideas for new paths	Parish		Long

		Council		
	No action to date.			
	Parish Council remain open to supporting such initiatives			
11d	To investigate the feasibility of a <b>Dog Warden</b> to control dog fouling along the paths as well as at the Amenity and Heritage Sites in the Parish	Parish Council	District Council	Medium
	No action to date.			
	The Parish Council call upon the Dog Warden service in Dereham when required. However, responsibility dog fouling remains with every dog owner within the parish to act responsibly.			
11e	To provide more <b>Dog Waste bins</b> at appropriate places	Parish Council	District Council	Medium
	A dog waste bin has been installed at County School.			
	A dog waste bin is due to be installed near Prince William Wood however new bins will not currently be accepted by the Breckland emptying service			

12	<b>Parish Church as a place of worship</b> To rethink some services; to promote the church for other suitable uses; to install toilets, kitchen and meeting room; to improve children's area and visitor facilities	Parochial Church Council		Medium
	Parochial Church Council and Benefice will further consider format of services within the church group. Other suitable use was part of the application to the Heritage Lottery Fund (see 10a).			
13	<b>Local Government and Services</b>			
13a	To publicise more information about their <b>own finances</b>	Parish Council		Short
	Completed.			
	Closed			
13b	Provide local bodies with a copy of this report to ensure they are aware of <b>satisfaction levels</b> particularly where there is room for improvement	Community Planning Group	District and County Councils, NHS, the Surgery, Police	Short
	A copy of the April 2011 Community Plan was provided to the various bodies; no feedback was received.			
	Group disbanded			



13c	To continue to raise issues about <b>surface water</b> and sewage	Parish Council	Relevant Authorities	Short
	No ongoing issues.			
	Blocked sewers and burst water mains should can be reported directly. Issues with blocked drains should be reported to Norfolk County Highways.			
13d	To provide more <b>litter bins</b> in appropriate places at Amenity and Heritage Sites and along footpaths	Parish Council	District Council	Medium
	No action to date.			
	A litter bin has been installed in the Village Green play area, and is regularly emptied by a Parish Councillor. The same applies to a bin near the skate park.			
13e	To encourage formation of a village group to look at ideas for <b>sustainable energy</b> production	Parish Council	Parishioners	Long
	Working group was formed; however requires re-assessment of objectives to progress further.			
	Parish Council remain open to supporting such initiatives			

14	<b>Communication</b>			
14a	To advertise for a Parishioner to take on a monitoring role regarding upgrading of Broadband speed as it becomes available	Elmham News	Parishioners	Short
	Role advertised, but remains vacant.			
14b	To advise mobile phone network providers about the level of dissatisfaction with existing <b>mobile coverage</b>	Parish Council	Network Providers	Short
	In 2017 The Parish Council granted a 25 year lease to Shared Access to install a mobile phone mast on the recreation ground. The mast currently improves the signal to O2 and Tesco mobile phones but it is hoped that Vodafone customers will eventually benefit from the improved service.			
14c	To request installation/relocation of <b>Post Box</b>	Parish Council	Royal Mail	Short
	No action to date.			
	Provision of Post Boxes is the responsibility of Royal Mail who are obliged to adequate coverage determined by national guidelines. This responsibility is currently met within the village, so it is unlikely that new installations would be accepted by Royal Mail. However, to-date the parish council is unaware of any current requests.			
15	<b>Elmham News and village website</b> To change the contents of the magazine and to encourage usage of and contributions to the website	Elmham		Short

		News		
	Initiatives have been taken and the presentation of the magazine has been significantly improved.			
16	<b>Youth</b> To form a Village Youth Council	Parish Council		Medium
	Parish Council currently working on this initiative.			
	The Parish Council would very much welcome younger parishioners to come forward and engage in dialogue whether through a formal youth council or any other means. A recent circulation by the Parish Council to all households and the school with a survey of needs or requirements resulted in a very low rate of feedback. The Parish Council was extremely disappointed by this outcome, but remains open to strongly supporting any initiatives that may arise in the future.			