

Pre-Meeting Business: None

Public Participation: None

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 1st November, 2023

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184 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. T. Fitzalan Howard, Mr. B. Gee, Mrs. A. Keeble, Mr. J. Labouchere, Mr. N. Markwell, Mr. M. Rayner and Mr. C. Smith

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

185 Apologies for absence:

Miss A. Ferris

Mr. P. Grainger

Mr. G. Bambridge (District Councillor)

186 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.

187 Minutes of Meeting held on Wednesday, 4th October, 2023:

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

UPDATED INFORMATION AND MATTERS ARISING

188 Land Management Matters (item 159)

- (a) Village Green Work has been carried out by NGF Play. The tree cutting has not yet taken place due to the wet weather. A dry spell is needed.

- (b) Cathedral Ruins Nothing to report.
- (c) Cathedral Meadows Nothing to report.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) The thinning needed in Jubilee Wood is to be done by Nick Saunders. Mr. Phillips is to chase the contractor regarding the deer fencing post.
- (f) Bridleway on disused railway line and other railway linked matters Nothing to report.
- (g) Prince William Wood Many of the trees (oak, ash and cherry) were planted more than 30 years ago. A report summarising recommendations for action to be taken, together with a quotation, is to be submitted to the Parish Council for consideration.
- (h) Church Meadow Some additional work has been carried out on the ditch.

189 Allotments (item 160)

Mr. Phillips reported that annual rents had been collected. There had been four plots available of which two have since been let. A quotation of £75 had been received to chip some hedge cuttings and all agreed that this work should be carried out.

190 Street Lights (item 161)

The work required for the lights in Cathedral Close and Eastgate Street has been completed. The Eastgate Centre light is faulty and has been sent away for repair. A resident in Holt Road needs to have his wall rendered and there is a street light attached to it. The power will have to be detached for a short period. Mr. Markwell will contact the parishioner on receipt of a response from Westcotec.

191 Highway Matters (item 162)

The request for a hard standing area next to the new bus stop on the side of the road near County School has been referred to Matt Lines (Norfolk County Council). A reply is awaited.

192 Pavilion and Playing Field (item 163)

Payment of hire fees is due from the Football Club. Another e-mail has been received from the Walking Football Club and the Chairman is to respond. The matter was discussed at length and the decision not to amend the existing booking arrangements, which had worked perfectly well for a long time, was unanimous. The Police and Crime Commissioner Election is scheduled to take place on 2nd May, 2023.

193 Eastgate Centre (item 164)

CCTV cameras are to be purchased.

194 Brookside Development update (item 165)

Nothing to report.

195 Risk Management – considerations and updates (item 166)

Nothing to report.

196 Overview of Parish Council financial situation (item 167)

Nothing to report.

197 Defibrillators (item 168)

The Chairman has again checked the equipment.

198 Call for Sites update – Breckland Council (item 169)

Some members attended the drop in public meeting at Dereham Market Place on 17th October.

199 Archive Group records (item 171)

Nothing to report.

200 CGM Group and grounds maintenance for 2024 (item 172)

This matter is to be placed on the agenda for discussion at the next meeting.

201 Community Car Scheme (item 173)

The Chairman has written a piece for Elmham News.

202 Climate Positive Group (item 174)

The Chairman has written a piece for Elmham News.

203 Reprint of the guide book to the ruins (item 175)

Nothing to report.

204 Christmas Lights (item 177)

The Chairman is to request a slightly bigger tree.

205 Annual Budget (item 170)

Mr. Phillips produced anticipated income and expenditure figures for the 2024/2025 year. Unfortunately, information including the Tax Base has not yet been received from Breckland Council so a final decision will have to be made at the next meeting. Discussions will be held regarding the possible requirement for additional car parking spaces in the village, especially near the pavilion and football pitch.

206 Parish Council meeting dates for 2024

The dates for Parish Council meetings in 2024 are as follows:-

3rd January, 7th February, 6th March, 3rd April, 1st May (Annual Meeting of the Parish Council), 22nd May (Annual Parish Meeting), 5th June, 3rd July, 7th August, 4th September, 2nd October, 13th November and 4th December.

207 Accounts for Payment and Schedule of Income

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

18/10/23	Npower (street light electricity from 1/9/23 to 30/9/23) – (d/d)	£365.67
29/10/23	Biffa (wheelie bin service from 30/9/23 to 27/10/23) - (d/d)	£150.43
20/10/23	K. Webb (quarterly computer allowance)	£20.00
1/11/23	D. Tyson (pavilion cleaning for October)	£156.30
1/11/23	J. Duffield (work in Cathedral Ruins – October)	£308.99
1/11/23	K. Webb (Clerk’s pay for October)	£765.72
1/11/23	HMRC (Tax and N.I. on Clerk’s pay)	£219.11
1/11/23	K. Webb (Annual Fee for Cloud Backup of files - 2022)	£50.00
1/11/23	J. Borgnis (Chairman’s half yearly expenses)	£50.00
1/11/23	M. Phillips (Vice Chairman’s half yearly expenses)	£50.00
1/11/23	AnglianWater (sports pavilion – 2/7/23 to 1/10/23)	£31.75
1/11/23	Anglian Water (playing fields – 2/7/23 to 1/10/23)	£140.40
1/11/23	Mandrake (payroll for September)	£26.40
1/11/23	Darren Brown (fit new bench near Cathedral Ruins)	£60.00
1/11/23	Mole Country Stores (rock salt)	£85.20
1/11/23	NGF Play Ltd (playground equipment maintenance)	£613.20
1/11/23	Brown & Co.(remote sensing Basic Payment Scheme check)	£144.00
1/11/23	K. Webb (Clerk’s travel expenses from 1/4/23 to 31/10/23)	£117.45
1/11/23	Breckland Council (uncontested election – 4/5/23)	£75.00
1/11/23	T. H. Scott and Son (hedge cutting – 27/9/23 to 10/10/23)	£1,050.00
1/11/23	Mandrake (UK) Ltd (October payroll)	£26.40

(Expenditure approved by all members)

b) Schedule of income:-

19/10/23	Pavilion takings	£20.00
20/10/23	Allotment rents	£382.50

Balances (at 25/10/23):- Current a/c - £135,940.91, Business Premium a/c - £41,517.75

208 To Consider Planning Applications and Determinations:-

a) **Applications**

- i) 64 Station Road – change of use from cartlodge to home office/gym - 3PL/2023/0959/HOU. (This is a retrospective application and work has started. It appears that a previous condition is being ignored. Mr. Rayner is to draft some comments for submission to the District Council).

b) Determinations

- i) Gorse House, Heath Road – variation of condition number 2 on 3PL/2022/0959 – approved.
- ii) 44 Primrose Cottage, Holt Road – TPO – tree work on common boundary - consent given.
- iii) The Old Vicarage, High Street – fell elm due to Dutch elm disease - no objection.

209 Correspondence

- 1) Clerks and Councils Direct magazine for November, 2023.
- 2) Letter from a parishioner regarding a large hole that has appeared in the wall close to the Cathedral Ruins. (We will be advised when the work is to be done)
- 3) Report on the Pavilion as an election site from the County/District Councils.
- 4) Comments from a parishioner on planning application 3PL/2023/0959/HOU (64 Station Road, North Elmham)
- 5) Message from George Freeman MP advising that he will be reconvening the Mid Norfolk Flood Partnership following the recent Storm Babet.

210 Any Other Matters (for information only)

It was agreed that close contact should be maintained with George Freeman M.P. regarding the highly controversial development proposal for the curiously named “Railway Village”. Mr. Labouchere said that the first English woman to climb Mount Everest is giving a talk at Norwich School on 11th January, 2024 and tickets are available from him.

211 Agenda items for next meeting:

- i) Budget for 2024/2025
- ii) CGM and grounds maintenance.

212 Next Meeting:

Wednesday, 6th December 2023 at 7.30 p.m.

There being no further business, the meeting closed at 9.07 p.m.

Chairman

Date

