

Pre-Meeting Business: None

Public Participation: Catherine Newey, Treasurer of North Elmham Parochial Church Council, wanted to speak to members regarding the cutting of grass in the churchyard. She stated that there are total running costs of £35K per year, of which almost £20K has to be paid to the Church of England. Two quotations have been received for the grass cutting next year - £5,124 from Nurture and £4,690 from the current contractor. A third quotation is to be provided by Groundscape based in Thetford and the Clerk will make arrangements for a visit to be made by them to the PCC. Mrs. Newey asked if the Parish Council could arrange for the grass cutting cost to be considered in the annual Precept. The matter will be given further consideration.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 13th November, 2024

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175 Those Councillors Present Were:

Mr. P. Grainger (Chairman), Mr. M. Phillips (Vice Chairman), Miss A. Ferris, Mr. B. Gee, Mrs. A. Keeble, Mr. J. Labouchere, Mr. M. Rayner and Mr. F. Gillespie (co-opted at the start of the meeting).

Also in Attendance: Mr. K. Webb (Clerk) and one parishioner.

176 Apologies for absence:

Mr. T. Fitzalan Howard, Mr. N. Markwell, Mr. C. Smith and Mr. G. Bambridge (District Councillor)

177 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.

178 Co-option of new member

Fraser Gillespie was proposed by Martin Phillips and seconded by Brian Gee. All in favour. He was welcomed to the Parish Council by the Chairman.

179 Minutes of Meeting held on Wednesday, 2nd October, 2024:

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

180 Land Management Matters (item 150)

- (a) Village Green Work on some repairs to the zip wire has not started yet but is in hand.
- (b) Cathedral Ruins The slopes have been cut.
- (c) Cathedral Meadows Nothing to report.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) Nothing to report.
- (f) Bridleway on disused railway line and other railway linked matters Nothing to report.
- (g) Prince William Wood Nothing to report.
- (h) Church Meadow Nothing to report.

181 Allotments (item 151)

The majority of the annual rents have been collected and banked. Payment is awaited for two plots.

182 Street Lights (item 152)

It is the intention to place a smaller light near 29 Eastgate Street. The older one was hanging by a thread.

183 Highway Matters (item 153)

The matter regarding the temporary bus stop near the County School Station junction has previously been passed by Matt Lines, Highways Engineer, to his colleague, Robert Pratt. Nothing has yet been heard from him so the Clerk has chased yet again. It is now more than 13 months since this matter came to light and it is extremely frustrating that no action or response has been forthcoming from the County Council. Further chasing will be done in the hope that something may finally happen! The proposal for a permanent bus stop has the support of the members of the Parish Council. Highways approval is required.

The Chairman reported that the utilisation of solar power to charge the three SAM cameras appears to be working.

North Elmham Community Speedwatch Group has made a proposal for road safety enhancements in the village. These involve additional white gates, similar to those on Station Road, and would be positioned on entry from Dereham at the allotment entrance and on entry from Broom Green before Pump Street. In addition, various road paint and new “Community Speedwatch Area” signs have been suggested. This proposal has the support of the members (proposed by Mr. Phillips and seconded by Mr. Rayner).

Attention has been drawn to some traffic incidents at the north end of the village. The Chairman is to write to those parishioners confirming that the Parish Council is fully supporting efforts to improve safety throughout the village.

The Chairman has also asked if Highways Department could produce a list of all things requested which still haven’t been done. We understand that the current system is no longer going to provide reports on progress regarding items reported requiring action.

184 Pavilion and Playing Field (item 154)

Miss Ferris had received responses from two plumbers in respect of work required in the pavilion on the showers - £711.07 from GDM Plumbing and a reply from Dempsey Heating with no firm figures given. Two other contractors had apparently ignored the request. It was agreed by all to proceed with GDM Plumbing. There is a County Council Election on 1st May, 2025. A fee of £280 to hire the hall for the day is to be advised to the District Council.

185 Eastgate Centre (item 155)

Nothing to report.

186 Brookside Development update (item 156)

Nothing to report.

187 Risk Management – considerations and updates (item 157)

The Clerk reported that the Petty Cash coffer had been replenished with £200 in cash.

188 Overview of Parish Council financial situation (item 158)

Mr. Rayner and Miss Ferris have been confirmed as additional authorised signatories on the Bank account mandate. The interest rate on the Business Premium Account has been reduced from 1.50% to 1.40%.

189 Defibrillators (item 159)

Miss Ferris is to monitor the condition of the cabinet near the Doctors' Surgery.

190 Local Plan update (item 160)

Nothing to report.

191 Archive Group records (item 161)

Nothing to report.

192 North Elmham Living Sustainably (NELS) Group (item 162)

Nothing to report.

193 Reorganisation of the Parish Charities (item 163)

Please refer to item 199.

194 Churchyards – current situation and future plans (item 164)

Please refer to “Public Participation”

195 Village Hall – the Parish Council to agree to evaluate two potential sites within the village for the siting of a new memorial hall and to agree a provisional budget to cover initial advisory costs. (item 165)

Please refer to item 198.

196 Annual Budget (item 166)

Mr. Phillips produced an amended draft Budget for the year commencing 1st April, 2025 showing projected income of £62,045 and expenditure of £62,350. John Piller of Groundscape is to visit with a view to providing a quotation for grounds maintenance. He will be shown round by Mr. Phillips and Mrs. Keeble. Similarly, Nurture (the current contractors) will be invited to update their quotation and the Clerk will arrange for them to also visit.

197 Possible trod (path) on Back Lane

Miss Ferris had previously asked if it would be possible to consider the provision of a path on Back Lane towards the King's Head. She confirmed that this would go to the woods. Mr. Gee is to produce a map with measurements. It was mentioned that there may be Local Plan considerations regarding the possible development near the King's Head crossroads.

198 Village Hall

A parishioner had raised an option which had already been discussed and subsequently discounted. It was mentioned that the Memorial Hall has a cracked ceiling and there is a potential problem with the general construction.

199 Charities update

Mr. Phillips advised that the Charity Commission had agreed to the merger of the Church and Town Land General Branch Charity with the North Elmham United Charities. In addition, the Diamond Jubilee Green Support Trust is to be closed with the funds, £6,752.69, transferred to the Parish Council's Bank account.

200 Christmas arrangements

A Christmas tree is to be delivered on 29th November and will cost £75. A few more lights may need to be purchased.

201 Report from District and County Councillor (item 168)

Councillor Borrett had provided County Reports for October and November. Councillor Bambridge had forwarded a Ward Report for November. Full details of these reports can be found on the website <https://www.elmham.org.uk/>

202 Accounts for Payment and Schedule of Income

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

11/10/24	Npower (street light electricity from 1/9/24 to 23/9/24)–(d/d)	£300.16
27/10/24	Biffa (wheelie bin service from 28/9/24 to 25/10/24) - (d/d)	£61.25
18/10/24	E-on Next (pavilion from 1/9/24 to 30/9/24) – (d/d)	£90.67
16/10/24	Drax (street light electricity from 24/9/24 to 30/9/24) (- (d/d)	£53.67
13/11/24	D. Tyson (pavilion cleaning for October)	£137.28
13/11/24	Mandrake (payroll services – September, 2024)	£27.72
13/11/24	Mandrake (payroll services – October, 2024)	£27.72
13/11/24	Nurture (grounds maintenance – completing August)	£87.35
13/11/24	Nurture (grounds maintenance – September)	£504.55
13/11/24	Nurture (grounds maintenance – October)	£338.58
13/11/24	P. Grainger (Chairman's half yearly expenses)	£50.00
13/11/24	M. Phillips (Vice Chairman's half yearly expenses)	£50.00
13/11/24	P. Grainger (parts for SAM devices)	£179.15
13/11/24	K. Webb (Clerk's pay for October)	£826.64
13/11/24	HMRC (Tax and N.I. on Clerk's pay)	£244.58
13/11/24	Anglian Water (sports pavilion 20/7/24 to 19/10/24)	£20.45
13/11/24	Anglian Water (playing field 20/7/24 to 19/10/24)	£47.22
13/11/24	T. H. Scott and Son (hedge cutting-Cathedral Meadows)	£2,772.00

(Expenditure approved by all members; proposed by Mr. Phillips and seconded by Mr. Labouchere)

b) Schedule of Income:-

30/9/24	North Elmham Bowls Club (annual rent 2024)	£75.00
7/11/24	U. K. Power Networks (wayleave – land at Holt Road)	£8.03
18/11/24	Allotment rents	£375.00

Balances (at 10/11/24):- Current a/c - £66,659.85 Business Premium a/c - £45,398.59

(Cambridge Building Society - £80,197.04)

Miss Ferris is to chase the funds currently owed by the Football Club regarding this season's activities. It was agreed by all that the fee per game would continue at £25 (proposed by Mr. Phillips and seconded by Mr. Labouchere). An increase would need to be negotiated and duly considered for future seasons.

203 To Consider Planning Applications and Determinations:-

- a) **Applications**
None

- b) **Determinations**
None

204 Correspondence

- 1) Norfolk Police warning regarding bogus village hall booking for the use of an unlicensed music event or rave.
- 2) NALC advising Local Government Pay Agreement 2024/2025.
- 3) Request from the Learning and Engagement Officer of Gressenhall Farm and Workhouse to discuss a Biodiversity Action Plan in conjunction with NELS. (It was suggested that this matter could be allocated a few minutes in Public Participation at the start of the next meeting).

205 Any Other Matters (for information only)

There is to be a Christmas pop-up shop at the Eastgate Centre between 10.00 a.m. and 1.00 p.m. on 16th November.

206 Agenda items for next meeting:

None

207 Next Meeting:

Wednesday, 4th December, 2024 at 7.30 p.m.

There being no further business, the meeting closed at 9.35 p.m.

Chairman

Date

