

Pre-Meeting Business: None

Public Participation: None

**NORTH ELMHAM PARISH COUNCIL**  
**Minutes of the**  
**ANNUAL MEETING OF THE PARISH COUNCIL**  
**held at 7.30 p.m. on Wednesday 18<sup>th</sup> May, 2022**

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**001 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Miss A. Ferris, Mr. P. Grainger, Mrs. A. Keeble, Mr. J. Labouchere, Mr. N. Markwell, Mr. M. Rayner and Mr. C. Smith

**Also in Attendance:** Mr. K. Webb (Clerk) and Mr. G. Bambridge (District Councillor)

**002 Election of Chairman**

One nomination as follows:

Mrs. J. Borgnis (nominated by Mr. Labouchere and seconded by Mr. Markwell). All in favour.

**003 Election of Vice Chairman**

One nomination as follows:

Mr. M. Phillips (nominated by Mr. Smith and seconded by Mr. Grainger). All in favour.

**004 Apologies for absence:** Mr. T. Fitzalan Howard and Mr. Gee

**005 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.

**006 Minutes of Meeting held on Wednesday, 6<sup>th</sup> April, 2022:**

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

## **007 Update on Affordable Housing Scheme (item 573)**

Mr. Rayner reported that three possible locations had been initially advised - at Pump Street, Spencers Close and Back Lane. The first of these, Pump Street, had been rejected by Highways. Prior to the meeting, a number of members viewed the site at Back Lane. Road access would be via Dereham Road with a visibility splay. A public consultation is to be held before the meeting on 6<sup>th</sup> July. Both sites, (Spencers Close and Back Lane), are to be presented but with an indication that Back Lane is the preferred option.

## **UPDATED INFORMATION AND MATTERS ARISING**

### **008 Police Visit (item 559)**

SAM data showing speeding incidents has been forwarded to the police.

### **009 Land Management Matters (item 560)**

(a) Village Green There are currently issues involving the contract and an invoice with CGM which are in the course of being resolved.

(b) Cathedral Ruins Nothing to report.

(c) Cathedral Meadows A member of Brown and Co has visited and has confirmed that, as expected, our management of the meadows was fully in accordance with the Stewardship Regulations.

(d) Broom Green Nothing to report.

(e) Millennium Wood (and Jubilee Wood) Darren Brown has prepared the base for the installation of the new bench and Julian Duffield is dealing with the other seat.

(f) Bridleway on disused railway line and other railway linked matters  
Mr. Rayner has sent a second reminder for a copy of the notes/minutes of the meeting from Breckland Council.

(g) Prince William Wood Nothing to report.

### **010 Allotments (item 561)**

Mr. Phillips said that there is still a waiting list with one person currently on it.

### **011 Street Lights (item 562)**

Mr. Markwell reported that the Pump Street light has not yet been done but Westcotec are chasing. The agent has not yet been able to contact the owner of 29 Eastgate Street regarding light 31.

## **012 Highway Matters (item 563)**

Mr. Grainger is to chase Mr. Borrett regarding the road at Pump Street which had started to break up near the telephone box. The possibility of new, enhanced batteries for the speed cameras is to be investigated. The County Council has appointed a new Countryside Access Officer dealing with Public Rights of Way. The Chairman is to pursue the matter of the bridleway with this person.

## **013 Pavilion and Playing Field (item 564)**

Unfortunately, the junior goals have been vandalised. Mr. Smith has reported this matter to the police. The Chairman mentioned that some young people had willingly cleared up some rubbish and litter when requested to do so.

## **014 Youth Club facilities (item 565)**

Nothing to report.

## **015 Eastgate Centre (item 566)**

Minor repairs have been made to a few slipped roof tiles, a replacement glass window has been fitted and the wooden fence to the container area has been strengthened. A fundraising lunch for Ukraine is to be held on 25<sup>th</sup> May.

## **016 Brookside Development update (item 567)**

Nothing to report.

## **017 Risk Management – considerations and updates (item 568)**

Nothing to report.

## **018 Overview of Parish Council financial situation (item 569)**

Nothing to report.

## **019 Defibrillators (item 571)**

Nothing to report.

## **020 Village Green board displaying names of contributors to the fund raising (item 572)**

One board has been erected.

## **021 Improvements to the frontage of North Elmham School (item 574)**

A bill of £200 has been received to make gate access in the railings at the front of the school. It was agreed by all to cover the cost of this item as the amount was less than previously indicated. Proposed by Mr. Labouchere and seconded by Mr. Grainger.

## **022 Mid Norfolk Railway – Transfer Deed, footpath and other matters (item 578)**

Please see item 009 (f)

## **023 Eastgate Street drains (item 579)**

Nothing to report.

## **024 Update on village facilities (item 581)**

Breckland Council are believed to have appointed someone with specific responsibility for Breckland villages. Mr. Bambridge is to establish the current position.

## **025 North Elmham Football Club proposals**

Mr. Smith suggested the following fees for the matches of the various teams:-

Seniors per game - £25

Walking football per game - £15

Ladies per game - £15

Juniors free.

The fees were agreed by all.

The Football Club wishes to take the following action:-

- a) Reposition the seniors pitch which will also include a 7-a-side pitch.
- b) There would be a 5-a-side pitch for juniors. All pitches would run from east to west.
- c) Netting to be put up near the hedge.
- d) A respect barrier to be erected with advertising on it. This would separate coaches from spectators.
- e) Dug outs (on wheels) for both teams.
- f) New goals.
- g) Repaint changing rooms.
- h) Sign on pavilion.
- i) A directions sign near the bus shelter.

All were in favour of these proposals.

## **026 The Queen's Platinum Jubilee in 2022 (item 570)**

Mr. Smith said that two meetings had recently been held. The programme will be as follows:-  
Thursday, 2<sup>nd</sup> June – barbecue with light refreshments in the pavilion followed by lighting of the beacon and fireworks.

Friday, 3<sup>rd</sup> June – circus performance in the evening. The circus is due to arrive on Tuesday evening and help has been requested to erect the marquee on Wednesday morning.

Saturday, 4<sup>th</sup> June – Open Garden at Elmham House with stalls and light refreshments.

Sunday, 5<sup>th</sup> June – lunch on the Village Green. There will be stalls and a fancy dress competition for children as well as live music from three bands. Help is needed on this day and volunteers are being sought.

Generators and toilets have been booked.

## 027 Local Green Space Designations by Breckland District Council

Under the Breckland Local Plan review, a call for sites and for proposals for Local Green Spaces has gone out. As a result, all members had agreed that applications should be submitted in respect of LGS designations for the Meadows, (Cathedral Meadows), Prince William Wood and Millennium/Jubilee Woods. Three applications had subsequently been made and Mr. Rayner was thanked for all his hard work in preparing these. Confirmation of the action taken was agreed by all members (proposed by Mr. Phillips and seconded by Mrs. Keeble).

## 028 District and/or Council Councillors' Reports

Mr. Bambridge said that a new homeless facility has been opened in the south of the district and efforts are being made to find something similar in the north. About half of the staff are attending the office every day. The collection of bins service was recently disrupted with two crews affected by covid. An update on Ukraine was given with houses being inspected by the District Council. The nutrient neutrality directive imposed by Natural England over concerns with river pollution mean a temporary ban has been placed on granting planning permission for new homes in the catchment of the Broads and the Wensum. Schemes must not be approved until it is proven that they would not lead to more nutrients flowing into waterways.

## 029 Accounts for Payment and Schedule of Income

a)	Resolved to approve the following Accounts for payment:-	
3/2/22	Npower (street light electricity from 1/1/22 to 31/3/22)	£999.56
26/4/22	Biffa (wheelie bin service from 26/3/22 to 22/4/22) - (d/d)	£37.78
18/5/22	K. Webb (Clerk's pay for April)	£849.12
18/5/22	HMRC (tax and N.I. on Clerk's pay)	£257.85
18/5/22	K. Webb (Clerk's pay for May)	£709.40
18/5/22	HMRC (tax and N.I. on Clerk's pay)	£196.55
18/5/22	Mandrake (payroll service for March)	£26.40
18/5/22	Mandrake (payroll service for April)	£26.40
18/5/22	E-on (supply to Pavilion from 1/4/22 to 30/4/22)	£57.35
18/5/22	D. Tyson (pavilion cleaning)	£114.00
18/5/22	Anglian Water Business (National)-(pavilion2/1/22 to 1/4/22)	£17.76
18/5/22	Anglian Water Business (National)-(field 2/1/22 to 1/4/22)	£5.87
18/5/22	Ace Fire (annual service of fire extinguishers)	£52.62
18/5/22	BHIB Ltd (annual insurance)	£663.54
18/5/22	A. R. Crisp Farm and Landscaping Services (brash removal)	£325.00
18/5/22	Environment Agency (general drainage charges)	£110.02
18/5/22	FTC Hire and Sales (generator hire) – to be paid at the next meeting	
18/5/22	Toby Winterbourn (gate access in school railing)	£200.00
18/5/22	Community Heartbeat Trust (Village E. T. System)	£120.00
18/5/22	Firework Crazy Ltd (Jubilee fireworks)	£599.99
20/4/22	K. Webb (Clerk's quarterly computer allowance)	£20.00

(Expenditure approved by all members)

b) Schedule of Income:		
8/4/22 Breckland Council (Precept – 6 months)		£19,922.00
12/4/22 Pavilion takings		£20.00
29/4/22 Foxburrow Farm Ltd (AMS half yearly rent)		£2,344.50

Balances (as at 17/5/22):- Current a/c - £132,913.61 Business Premium a/c -£36,991.33

## **030 To Consider Planning Applications and Determinations:-**

### **a) Applications**

- (i) Discharge of condition 5 on pp 3PL/2021/1471/F – Oak House, 38 Station Road.
- (ii) Discharge of condition 12 on 3PL/2021/0285/F – Kings Head Farm Barns, Back Lane.
- (iii) Proposed installation of 14 solar panels (rear roof elevation) – Certificate of Lawfulness – Grey Gables, Pump Street.
- (iv) Non material amendment to 3PL/2019/0874/F – (including dormer windows and garage) – Brookside Farm, 74 Holt Road.
- (v) Unsafe trees to be felled before causing structural damage to neighbouring property – Dansdock House, 85 Eastgate Street.

### **b) Determinations**

None

## **031 Correspondence**

- 1) Clerks and Councils Direct magazine for May, 2022.
- 2) Letter from parishioner regarding some issues in Lawes Court.
- 3) CPRE Countryside Voices magazine for Spring, 2022.
- 4) Policy Community update - next SNAP meeting on 13/7/22.
- 5) Confirmation of RoSPA inspection booked for June, 2022.
- 6) Rural Payment Agency updates on Countryside Stewardship and the Basic Payment Scheme.
- 7) Request from NARS for a donation. (All agreed that a payment of £50, already allocated in the Budget, would be made at the next meeting).

## **032 Any Other Matters (for information only)**

Mr. Labouchere felt that the village gateway sign on the B1145 reduced the visibility for vehicles moving out onto that road from the Worthing turn. This comment will be passed to Highways Department.

## **033 Agenda items for next meeting:**

None

**034 Next Meeting:**

Wednesday, 1<sup>st</sup> June 2022 at 7.30 p.m.

There being no further business, the meeting closed at 9.15 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date