

Pre-Meeting Business: None

Public Participation: a) A letter had been sent to Elmham News regarding the possibility of launching a Community Car Scheme. It was mentioned that there had been such a scheme in the village some years ago. There is an ageing population and there are people in the parish with disabilities. The cost of a taxi to Dereham, one way, is in the region of £20. It is very difficult for some older people to get to hospital. It was asked if the Parish Council would look at the possibility of having a feasibility study. Grants are apparently available for this particular activity. It was felt that, in the long term, the success of a project of this kind would be totally dependent on the number of volunteers it would be able to attract. In general, the proposal was welcomed and the matter will be placed on the agenda for discussion at the next Parish Council meeting.

b) It was acknowledged that the Community Speedwatch team is doing a great job. A comment was made that they are often seen at the bottom end of the village (the south) but not in the top part, (the north), in the Pump Street area. The scheme launched in June and there are four locations, including in the top part, for the approved activities. A decision was made to concentrate on the recognised hot-spots, e.g. the King's Head junction. More volunteers are needed and it was stressed that, if additional people would be prepared to come forward to join the existing team, more locations could be covered, including the area at Pump Street.

c) A suggestion had been made to set up a climate positive group in the village. The goal would be to engage the community in activities that make a positive impact on the planet and the people in the village, such as repair workshops, rewilding, litter collection and food sharing. It was mentioned that some litter picking has been done in the past and it may be useful to liaise with that group. It was felt that there were rooms in buildings in the village that could support a group of this type. A number of volunteers would be needed and it was felt that the proposed group could be mentioned in Elmham News.

d) The Walking Football team was started about two years ago and has recently separated from North Elmham Football Club. The team members are not satisfied with the condition of the area of the pitch they use and state that improvements need to be made for safety reasons. They have recently been using the facilities at Northgate High School, in Dereham. For further details on this matter, please refer to item 100 below. There currently are 22 members.

## **NORTH ELMHAM PARISH COUNCIL**

### **Minutes of the**

## **MEETING OF THE PARISH COUNCIL**

**held in the Pavilion at 7.30 p.m. on Wednesday 2<sup>nd</sup> August, 2023**

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## **091 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Miss A. Ferris, Mr. T. Fitzalan Howard, 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 five parishioners.

## **092 Apologies for absence:**

Mr. B. Gee

## **093 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.

## **094 Minutes of Meeting held on Wednesday, 5<sup>th</sup> July, 2023:**

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**

### **095 Update on Affordable Housing Scheme (item 064)**

Nothing to report.

### **096 Land Management Matters (item 065)**

- a) Village Green There has been continued vandalism with a fire started a few days ago and offensive graffiti. There have also been incidents in other parts of the village. The shelter is to be dismantled and it is proposed that a solar powered light on a pole be erected. Quotations are to be obtained. Proposed by Mrs. Keeble and seconded by Mr. Smith. All in favour. Letters have been received from parishioners regarding two ash trees (see correspondence, item 118). It is agreed that the trees need attention. A survey is to be done and quotations are to be obtained by Mr. Phillips. Initially, eight trees are involved and early indications are that the cost is going to be in the region of £3,830. Proposed by Mr. Fitzalan Howard and seconded by Mr. Rayner. All in favour.
- (b) Cathedral Ruins Nothing to report.
- (c) Cathedral Meadows Nothing to report.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) A sapling is to be trimmed down by Mr. Duffield.

- (f) Bridleway on disused railway line and other railway linked matters A parishioner had reported suspected weed killing by spraying on the railway line and is very concerned about the impact on wild flowers, bees, butterflies and pet dogs being walked. The matter has been forwarded to Mr. Robinson of the Mid Norfolk Railway but a response has not yet been received.
- (g) Prince William Wood Nothing to report.
- (h) Church Meadow Mr. Fitzalan Howard said that there is to be a meeting regarding a possible trench on 10<sup>th</sup> August.

### **097 Allotments (item 066)**

Mr. Phillips reported that an allotment had become free and there are still people on the waiting list.

### **098 Street Lights (item 067)**

Mr. Markwell advised that two quotations had been received and Mr. Phillips proposed that the submission from Jones Electrical of £367.50 + VAT be accepted, seconded by Mrs. Keeble. All in favour

### **099 Highway Matters (item 068)**

Nothing to report.

### **100 Pavilion and Playing Field (item 069)**

Details are to follow regarding the North Elmham Junior Football event. There are to be two sessions in the pavilion for the training of referees.

The Walking Football team wishes to apply for a grant under the Football Foundation Scheme. They say that they are eligible for £1,920 per annum for the first two years, followed by a tapered amount in the subsequent six years. The application has to be in the name of the land owner, i.e. North Elmham Parish Council, and the officers of the Walking Football team have been authorised to complete the documentation, with it being approved and signed off by the Parish Council. The funds are needed to improve the quality of the playing service. Proposed by Mr. Phillips and seconded by Mrs. Keeble. All in favour.

### **101 Eastgate Centre (item 071)**

A window has been broken. Decorating has been completed.

### **102 Brookside Development update (item 072)**

Nothing to report.

### **103 Risk Management – considerations and updates (item 073)**

Nothing to report.

**104 Overview of Parish Council financial situation (item 074)**

Nothing to report.

**105 Defibrillators (item 075)**

Nothing to report.

**106 Call for Sites update – Breckland Council (item 076)**

Nothing to report.

**107 Pavilion Funding (item 077)**

Nothing to report.

**108 Annual Budget (item 078)**

Nothing to report.

**109 Archive Group records (item 079)**

Nothing to report.

**110 Vandalism to storm shelter on the Village Green (item 080)**

Please refer to item 096 (a) for full details.

**111 Request for funding from North Elmham PCC (item 081)**

An expression of thanks has been received.

**112 The possibility of planting fruit trees (item 082)**

Nothing to report.

**113 Breckland Council's deployable surveillance cameras and display signage (item 083)**

A response had been received from Lisa Turner, Environmental Enforcement Assistant, Breckland Council regarding the procurement of new mobile deployable surveillance cameras, which are to be situated in towns and parishes with high levels of anti-social behaviour and fly tipping, for trialling. Only one camera has been obtained to date and further information will be given near the beginning of September.

**114 End of the electricity plan for the Pavilion on 21<sup>st</sup> August, 2023 (item 084)**

The current electricity plan for the Pavilion comes to an end on 21<sup>st</sup> August, 2023. The current expenditure is in the region of £1,030 and we are offered a one year fixed deal of £1,523.32 or a two years fixed agreement which is slightly cheaper at £1,501.10. It was agreed to proceed with a contract for two years. Proposed by Mr. Smith and seconded by Mr. Labouchere. All in favour.

## 115 CGM Group and grounds maintenance for 2024

The service provided has, on a number of occasions, been below the level expected. The Play Area was only cut once in July and various parts of the Village Green have been missed. The tendering process for 2024 will commence in November and contractors will be invited to apply for this work, In perhaps two years, Boars Hill will need to be added to the specification.

## 116 Accounts for Payment and Schedule of Income

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

19/7/23	Npower (street light electricity from 1/6/23 to 30/6/23)	£244.92
31/7/23	Biffa (wheelie bin service from 1/7/23 to 28/7/23) - (d/d)	£150.43
2/8/23	D. Tyson (pavilion cleaning for July)	£156.30
2/8/23	J. Duffield (work in Cathedral Ruins – July)	£120.00
20/7/23	K. Webb (quarterly computer allowance)	£20.00
2/8/23	Petty Cash	£200.00
2/8/23	K. Webb (Clerk's pay for July)	£765.72
2/8/23	HMRC (Tax and N.I. on Clerk's pay)	£219.11
2/8/23	E-On Next (Pavilion electricity from 1/6/23 to 30/6/23)	£80.92 **
2/8/23	J. R. G. Fletcher (key keeping for June and July)	£62.50
2/8/23	Mandrake U.K. Ltd (payroll services – June)	£26.40
2/8/23	Mandrake U.K. Ltd (payroll services – July)	£26.40
2/8/23	Brown and Co (Basic Payment Scheme Application)	£876.00
2/8/23	Anglian Water (Sports Pavilion – 2/4/23 to 1/7/23)	£13.75
2/8/23	Playsafety Ltd (Annual RoSPA safety inspections)	£188.40
2/8/23	Edit Websites Ltd (Annual website fee – direct debit)	£250.00
2/8/23	Paper-Klip (Stationery - copy paper, wallets and paperclips)	£42.53
2/8/23	E-on Next (Pavilion from 1/7/23 to 31/7/23)	£187.00 **

\*\* It was agreed to make an application to settle this monthly expenditure by direct debit in the future and also to request the installation of a smart meter.

(Expenditure approved by all members)

b) Schedule of income:-

6/7/23	Pavilion lettings	£10.00
28/7/23	Breckland Council (Recycling from 1/4/22 to 31/3/23)	£939.09
31/7/23	North Elmham Tennis Club (Annual Rent)	£75.00

Balances (at 31/7/23):- Current a/c - £126,568.06, Business Premium a/c - £40,658.69

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

### **a) Applications**

- i) Land at Brookside Farm, 74 Holt Road – variation of condition 2 on 3PL/2019/0874/F – to revise plots 18, 19 and 22, amend the garage roofs to plots 11 and 12 and amend the layout of the private drive outside plot 22. Also seek revisions to the garage block for plots 18, 21 and 22 – 3PL/2023/0751/VAR – no objections.
- ii) Park View, Church Lane – Mr. and Mrs. N. Moore – new single storey rear extension – 3PL/2023/0677/HOU – no objections.
- iii) 25 Cathedral Drive - proposed single storey front and part replacement of garage two storey rear extension – Mr. A. McKay and Ms E Henderson – 3PL/2023/0580/F – no objections.

### **b) Determinations**

None

## **118 Correspondence**

- 1) Email from parishioners regarding a proposal to set up a climate positive group. – please refer to “Public Participation”
- 2) Email from a parishioner regarding an ash tree near their garden at 43 Eastgate Street – matter to be rectified by the Parish Council.
- 3) Email form a parishioner regarding an ash tree overhanging properties 41 and 41a Eastgate Street – matter to be rectified by the Parish Council.
- 4) Email from a parishioner reporting suspected weed killing along the railway line.
- 5) Letter of thanks to Mr. Goff for all his help with the recent work at Broom Green.
- 6) Confirmation from members of the North Elmham Walking Football team that they will be attending the Parish Council Meeting on 2<sup>nd</sup> August – see Pavilion and Playing Field item above (number 100).

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

None

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

- a) Car Scheme
- b) Climate Positive Group.

## **121 Next Meeting:**

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

There being no further business, the meeting closed at 9.23 p.m.

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Chairman

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Date

