Pre-Meeting Business: None

Public Participation: A parishioner was concerned by the chaos created by the road closure in Holt Road which is seriously impacting village life. Work on drains and associated problems is being carried out by Anglian Water. A diversion should be in place and Mr. Borrett is to take the matter up with Highways Department. The barriers in the street have been regularly removed by motorists who have then continued on their journeys. A street lamp attached to a building has been smashed by a lorry squeezing through the restricted space. Both the parishioner and Chairman will write to Mr. Borrett detailing the problems being suffered.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 3rd September, 2025

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461 Those Councillors Present Were:

Mr. P. Grainger (Chairman), Mr. M. Phillips (Vice Chairman), Miss A. Ferris, Mr. F. Gillespie, Mrs. A. Keeble, Mr. N. Markwell and Mr. J. Sowinski.

Also in Attendance: Mr. K. Webb (Clerk), Mr. B. Borrett (County and District Councillor), Mr. G. Bambridge (District Councillor) and one parishioner (who left after the Public Participation part of the meeting)

462 Apologies for absence:

Mr. B. Gee, Mr. T. Fitzalan Howard, Mr. M. Rayner and Mr. C. Smith.

463 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.

464 Minutes of Meeting held on Wednesday, 6th August, 2025:

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

465 Reports from District and/or County Councillors

Mr. Borrett had submitted a report for September which can be read on the website. The first part of the bill to replace Norfolk County and Breckland Councils with a unitary authority arrangement has been passed today. The deadline for submission of replacement proposals is 26th September. There are three different proposals – for one, two and three unitary authorities. There will be implications for, amongst a number of things, the Council Tax. The proposal for the west of the region will be published next week. The vote for a Norfolk and Suffolk Mayor will be held in 2026. The Parish Council revised scheme for village gateways and other safety matters has Mr. Borrett's support and full details will be forwarded to him.

Mr. Bambridge stressed that the Call for Sites process is still open. He has been asked by Breckland Council to take a closer look at flooding issues.

UPDATED INFORMATION AND MATTERS ARISING

466 Land Management Matters (item 439)

(a) Village Green Concrete slabs rather than bases are considered to be preferable for the two picnic tables to be situated on the Village Green. The much-awaited camel is also to be returned to its original home.

(b) Cathedral Ruins Mrs. Keeble reported that the banks had been cut by Hardy Landscape. An advice has been received from Ali Naylor who is the new Volunteer and Engagement Manager, South and East, for English Heritage. An arrangement is to be made for her to visit and meet to discuss the site.

(c) Cathedral Meadows Nothing to report.

(d) Broom Green Nothing to report.

(e) Millennium Wood (and Jubilee Wood) There is to be no charge for the hire of the chipper for a further period as the work is being done as a gesture of goodwill. It has been reported that a dog managed to get under the new gate so Mr. Sowinski has attached a wire mesh to cover the gap.

(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.

467 Allotments (item 440)

Mr. Phillips has booked the Pavilion for the evening of 9th October to enable the allotment rents to be collected.

468 Street Lights (item 441)

A broken lamp, caused by a lorry crashing into it, has been reported to T.T. Jones. This was a direct result of Anglian Water's inadequate road closure.

469 Highway Matters (item 442)

The alternative quotation for the village gates which are being provided under the Parish Partnership scheme is to be shared with the involved personnel. Mr. Gillespie has visited the residents regarding the overgrown hedge in Station Road and it is hoped that the appropriate action will be taken in the near future. If it isn't, the matter will be place in the hands of the County Council in accordance with their previous request.

470 Pavilion and Playing Field (item 443)

Miss Ferris reported that some items related to football had again been left in the Pavilion. In addition, a number of footballing items have replaced some official Parish messages on the notice board. An application/agreement form is to be used for clubs, groups and organisations booking the Pavilion so they are aware of their responsibilities and the conduct expected. Miss Ferris is to circulate a form for consideration by members before the next meeting.
Two quotations for HIK Vision CCTV Systems have been received - £5.3K and £5.0K. Quotations from three different companies are needed and the Chairman will attempt to obtain these, failing which the suppliers will confirm that they are not interested in tendering for the business. All agreed to proceed, in principle, with this CCTV solution.
It is the opinion that the current trade waste bin provided by Biffa is not fit for purpose. It has been agreed by all to terminate the contract and move the business to Breckland Council. Proposed by Mr. Gillespie and seconded by Mr. Phillips. A fee is required in respect of an early exit from the agreement but this will be contested in view of the poor service. CCTV has recently showed people gaining ready access to the bin.
Tiles on the guttering require fixing and it was agreed by all that the work should be done as soon as possible.

471 Eastgate Centre (item 444)

The Chairman wrote to the Police Liaison Officer regarding the CCTV evidence passed to the police which showed the recent vandalism. Advice was requested but no response has been forthcoming. The matter will be chased.

472 Brookside Development update (item 445)

There has been a complaint in respect of the new gate recently installed at the bottom of the Boars Hill footpath. The gate is for access to enable the grass to be cut. It is felt that a parked trailer will obstruct access to properties in Cathedral Drive. Mr. Phillips is to draft a letter in response.
A certificate raised by Orchard Homes had been sent to the Company who we hope will manage the administration of the EV charging process. No response has yet been received. The Clerk has continued discussions with E-on Next regarding the proposed charging regime for the EV facility and it is hoped that they are finally able to understand the position.
It was agreed by all to have a second dog waste bin at Boars Hill. In addition, a replacement bin has been requested on the Village Green. Mr. Gillespie will inspect to see if this is necessary. Mr.

Phillips proposed a second bin for Boars Hill and a replacement bin for the Village Green, if considered appropriate. Seconded by Mr. Markwell. All in favour.

473 Risk Management – considerations and updates (item 446)

Nothing to report.

474 Overview of Parish Council financial situation (item 447)

Nothing to report.

475 Defibrillators (item 448)

Miss Ferris reported that the defibrillator at the Surgery definitely requires a new battery which will be purchased.

476 Local Plan update (item 449)

Nothing to report.

477 North Elmham Living Sustainably (NELS) Group (item 450)

Mr. Fitzalan Howard is dealing with this matter and an update will be provided at the next meeting.

478 New Village Hall (item 451)

A valuation has been received for the Memorial Hall but one is awaited for the Eastgate Centre. This will be chased.

479 The future of the churchyard (item 452)

A copy of the Caution Property Register has been forwarded to the parishioner requesting information regarding the right to access the Churchyard via the farm track.

480 North Elmham Football Club facilities (item 453)

It was noted that, on arrival for this meeting, all the lights in the Pavilion had been left on. There was also a lot of mud, presumably from football boots, on the floor of the building.

481 Accounts for Payment and Schedule of Income

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

26/8/25	Biffa (wheelie bin service from 26/7/25 to 22/8/25) - (d/d)	£118.31
19/8/25	E-on Next (pavilion from 5/7/25 to 31/7/25) – (d/d)	£117.92
12/8/25	Drax (electricity for street lights – 1/6/25 to 30/6/25)	£201.77
26/8/25	Drax (electricity for street lights – 1/7/25 to 31/7/25)	£189.25
3/9/25	D. Tyson (pavilion cleaning for August)	£146.52
3/9/25	Hardy Landscape Management (banks remote cutting 2024)	£914.40
3/9/25	Hardy Landscape Management (banks remote cutting 2025)	£945.60
3/9/25	Julian Duffield (work in Cathedral Ruins-May, June & July)	£590.00
3/9/25	Mole Country Stores (cuprinol oil and lawn seed)	£119.96
3/9/25	K. Webb (Clerk's pay for August plus back pay)	£1,012.31

3/9/25	HMRC (Tax and N.I. on Clerk's pay)	£380.48

3/9/25	K. Webb (stationery – copier paper, wallets, files and tippex)	£67.75
21/7/25	K. Webb (Clerk's quarterly computer allowance)	£20.00
3/9/25	P. Grainger (Chairman's half yearly expenses)	£50.00
3/9/25	M. Phillips (Vice Chairman's half yearly expenses)	£50.00
3/9/25	B. Gee (wheelie bin liners)	£23.20
3/9/25	Mrs. S. L. Hines (key keeping – May, June, July & August)	£125.00
3/9/25	Anglian Water (Pavilion) – 20/4/25 to 19/7/25	£21.74
3/9/25	J. Sowinski (chain sharpening and new chain files)	£46.78
3/9/25	J. Fencing/Groundscape (grounds maintenance – June-Aug)	£1,420.00
3/9/25	C.P.R.E. (annual membership)	£36.00

(Expenditure approved by all members – proposed by Mr. Phillips and seconded by Miss Ferris)

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b)

c) Schedule of Income:-

1/8/25	Rural Payments Agency (Basic Payment Scheme)	£704.29
4/8/25	North Elmham F.C. (monthly hire of facilities)	£75.00
4/8/25	North Elmham F.C. (monthly payment for referee's room)	£75.00
7/8/25	Pavilion lettings	£10.00

Balances (at 28/8/25):- Current a/c - £71,450.84, Business Premium a/c - £48,136.44

(Cambridge Building Society - £82,483.96)

482 To Consider Planning Applications and Determinations:-

a) Applications

i) Erection of one self-build/custom build dwelling – land at 4 Spring Meadow – PL/2025/1092/FMIN (comments to be made to the District Council)

ii) Erection of one self-build/custom build dwelling – land between Hay Meadow and Spring Meadow – PL/2025/1211/FMIN (comments to be made to the District Council)

iii) Creation of cart lodge on site of previous garage. Lapsed planning consent 3PL/2019/1139/HOU. Re-submission with minor alteration to west elevation – PL/2025/1144/HOU – no comments.

iv) Proposed installation of 14 No PV solar panels to east, north and west roof elevations – 7 Eastgate Street – no comments.

v) Various tree works (oak, magnolia, cherry, thuja and ash) in Holt Road – PL/2025/1227/TCA (received for information)

Above action proposed by Mrs. Keeble and seconded by Miss Ferris. All in favour.

b) Determinations

None

483 Correspondence

1) Barclays Bank advising in a reduction of the business savings rate from 1.20% to 1.10% with effect from 11th November, 2025

484 Any Other Matters (for information only)

None

485 Agenda items for next meeting:

None

486 Next Meeting:

Wednesday, 8th October, 2025 at 7.30 p.m.

There being no further business, the meeting closed at 9.44 p.m.

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Chairman Date