

Pre-Meeting Business: None

Public Participation: It was asked if the small notice in the car park near the church could be made bigger and taller. Also, would it be possible for it to be repainted? Mr. Labouchere proposed that it should be left as it is and this was seconded by Mr. Phillips. Four members voted in favour of this motion and two members were against. Three members abstained as they had not viewed the sign. It was agreed by all that members, where necessary, would look at the sign and the situation in the car park would be monitored in the coming weeks.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held at 7.30 p.m. on Wednesday 6th October, 2021

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373 Those Councillors Present Were:

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Mr. B. Gee, 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 two parishioners

374 Apologies for absence: Mr. T. Fitzalan Howard and Mr. G. Bambridge (District Councillor)

375 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.

376 Minutes of Meeting held on Wednesday, 8th September, 2021:

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

377 Land Management Matters (item 352)

- (a) Village Green The hedges have been cut. A quotation has been received from NGF Play Ltd. to carry out the work identified in the recent RoSPA report - £849.73. All in favour of proceeding.
- (b) Cathedral Ruins Mrs. Keeble reported that the slopes have been cut.
- (c) Cathedral Meadows Derogation from Natural England has been received regarding the burning of the brash.
- (d) Broom Green The drainage work has been done.
- (e) Millennium Wood (and Jubilee Wood) Nothing to report.
- (f) Bridleway on disused railway line and other railway linked matters
The miniature railway application wasn't considered by the District Council Planning Committee at their monthly meeting. It is thought that it will be at the next one.
- (g) Prince William Wood
Breckland Council have refused permission for the new dog bin to be sited in the required location. As a result, in the absence of a suitable alternative position, the order for the new bin will be cancelled.

378 Allotments (item 353)

Samples have been taken from the sheets and there is no asbestos present. A skip is to be hired for the sheets to be placed in, together with a plethora of other items of rubbish. Annual rents are to be collected on 11th October.

379 Street Lights (item 354)

The annual maintenance invoice from Westcotec has been received and accepted. It was confirmed that there are no wayleave agreements in place in respect of streetlights on houses. The inspection cover of light number 43, situated in the Post Office car park, is hanging off. Westcotec is to be advised.

380 Highway Matters (item 355)

There have been no updates from Highways on existing issues which have previously been raised. The SAM2 camera in Station Road is to be moved to Pump Street. Advice regarding the possibility of providing some safety rails outside the Tea Post is still awaited.

381 Pavilion and Playing Field (item 356)

The barrier padlock has been replaced. The moles are being dealt with again. An e-mail from a referee officiating at a recent youth football match expressing concern is to be forwarded, with his permission, to the Cricket Club. The annual invoice for use of facilities is to be forwarded to the Cricket Club. It was agreed by all that there would be no charge this season for youth football teams playing at the ground. Proposed by Mr. Smith and seconded by Mr. Labouchere.

382 Youth Club facilities (item 357)

Nothing to report.

383 Eastgate Centre (item 358)

Nothing to report.

384 Affordable Housing - update (item 359)

The Housing Association sent out over 500 questionnaires for the Housing needs Survey. To date, 198 have been returned. The results are being collated and Mr. Mumford-Smith is to attend next month's meeting at which the responses will be considered.

385 Brookside Development update (item 360)

Nothing to report.

386 Risk Management – considerations and updates (item 361)

It was agreed that funds collected in respect of pavilion activities should be checked by the Clerk immediately on being handed over, duly agreed and an appropriate receipt issued for the amount of money involved.

387 Village Green proposal for a tree planting scheme (item 362)

A parishioner has requested permission to plant a horse chestnut tree on the village green (at the bottom end). All agreed that a suitable place should be identified. The new tree on the village green appears to be struggling and is to be monitored over the next few months.

388 Overview of Parish Council financial situation (item 363)

Nothing to report

389 The Queen's Platinum Jubilee in 2022 (item 364)

Nothing to report.

390 Defibrillators (item 365)

The cost to provide equipment and a uniform for each Community First Responder (CFR) is £1.8K. In addition, the price of initial training is £30 and a text book is £10. With Chris Neill's assistance, a piece is to be drafted for Elmham News explaining fully the current position with reference to the request for volunteers, what is involved, the cost and the Parish Council support available. Proposed by Mr. Grainger and seconded by Ms. Ferris. All in favour.

391 Village Green board displaying names of contributors to the fund raising (item 366)

Mr. Gee had drafted wording for a sign. Some amendments were suggested and the aim is to approve a revised version at the next meeting.

392 2011 Community Plan (item 367)

Mr. Grainger had reviewed the document and produced a list of eleven items requiring comment and/or action. On a collective basis, remarks need to be made against each. Members were requested to respond before the next meeting. Mr. Grainger will collate the replies and circulate.

393 Accounts for Payment and Schedule of Income

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

12/9/21	E-on (street lights –August) – (direct debit)	£202.14
19/9/21	Biffa (wheelie bin service from 21/8/21 to 24/9/21) = (d/d)	£44.46
6/10/21	K. Webb (Clerk's pay for September)	£678.20
6/10/21	HMRC (tax and N.I. on Clerk's pay)	£184.66
6/10/21	CGM (monthly grounds maintenance)	£804.55
6/10/21	PKF Littlejohn LLP (AGAR for year ended 31/3/21)	£360.00
6/10/21	T. H. Scott and Son (hedge cutting)	£638.40
6/10/21	J. R. G. Fletcher (key keeping August and September)	£62.50
6/10/21	A. C. Environmental Services (UK) Ltd (asbestos sampling)	£150.00
6/10/21	D. Tyson (pavilion cleaning – 12 hours)	£106.92

(Expenditure approved by all members)

b) Schedule of Income:

6/9/21	Bank interest from 7/6/21 to 5/9/21	£0.86
31/8/21	HSBC (coif inc div)	£27.76
31/8/21	HSBC (coif inc div)	£44.90
9/9/21	Pavilion takings	£10.00

Balances (as at 17/9/21):- Current a/c - £102,367.86 Business Premium a/c £34,989.55

394 To Consider Planning Applications and Determinations:-

a) Applications

- (i) Ivy Properties Ltd – conversion of barn 3 to residential use; revised proposals including first floor extension - 3PL/2021/1308/F – Vicarage Farm (Barn 3), Church Lane – no objections.

b) Determinations

- (i) Mr. Pointer – side single storey extension and replacement porch. Replace window for door south east elevation – 3PL/2021/1098/HOU – 1 Ash Court (approved).

395 Correspondence

- 1) Dereham Safer Neighbourhood Team – Community update for September, 2021.
- 2) EACH Christmas Brochure 2021
- 3) EACH Footprints magazine
- 4) Rural Payments Agency approving an MTA (Minor and Temporary Adjustment) request under the Environmental Stewardship (ES) Agreement
- 5) NCC Rangers visiting the village in the two weeks commencing 27/9/21.
- 6) Email detailing a recent issue between NEFC (youth) and NECC.

396 Agenda items for next meeting:

- a) Results of Housing Needs Survey
- b) Remembrance Day contributions

397 Next Meeting:

Wednesday, 3rd November 2021 at 7.30 p.m.

There being no further business, the meeting closed at 9.30 p.m.

Chairman

Date