

Pre-Meeting Business: None

Public Participation: A number of questions were asked and comments made about the possibility of a new Affordable Housing Scheme. It was mentioned that the current access road in Spencers Close is narrow with the cars of residents frequently being blocked in. It was also felt that there are potential problems for emergency vehicles. A letter had been received opposing the Back Lane site as an option.

It was explained that recent developments in the village had provided market houses. It is the intention for the Broadland Housing new scheme to provide social housing for local residents. A small number of market houses will be built to subsidise the scheme.

**NORTH ELMHAM PARISH COUNCIL**  
**Minutes of the**  
**MEETING OF THE PARISH COUNCIL**  
**held at 7.30 p.m. on Wednesday 6<sup>th</sup> July, 2022**  
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**067 Those Councillors Present Were:**

Mrs. J. Borgnis (Chairman), Mr. M. Phillips, Miss A. Ferris, Mr. T. Fitzalan Howard, Mr. B. Gee, Mr. P. Grainger, Mrs. A. Keeble, Mr. N. Markwell, Mr. M. Rayner and Mr. C. Smith

**Also in Attendance:** Mr. K. Webb (Clerk), Mr. G. Bambridge, Mr. E. Mumford-Smith and Mr. A. Ballard (Broadland Housing), Mr. J. Heaton (Breckland Council) and seven parishioners

**068 Apologies for absence:**

Mr. J. Labouchere

**069 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.

**070 Minutes of Meeting held on Wednesday, 1<sup>st</sup> June, 2022:**

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

### 071 Update on Affordable Housing Scheme (item 039)

Mr. Mumford-Smith, Head of Development, gave a brief background and history of Broadland Housing. There had been 200 responses to the consultation questionnaire regarding the project which it is proposed will result in approximately 15 houses being built which will include one third market housing i.e. 5 houses. In response to the Call for Sites, three had come forward but one was discounted by Norfolk County Council, Highways. The Housing Association had also contacted three other landowners but no other suitable land was forthcoming. It is important to stress that the Parish Council did not propose the Village Green land near Spencers Close and had no direct part in the nomination of sites process.

The public information session, earlier in the afternoon, had seen a very good turnout with over 80 residents attending. One person supported both sites for the building of houses and ten people were not in favour of either. One letter had been received opposing the Back Lane location but 44 people supported the option of building there. It was acknowledged that there were road safety concerns, however, and it would be necessary for these to be carefully considered. At this point, it was apparent that the Spencers Close site was not a realistic option and this position was supported by the Parish Council. Proposals are to be drawn up by Broadland Housing with the help of NCC, Highways with the aim being to produce another consultation letter later in the year (probably before Christmas). In addition, the important matter of nutrient neutrality issues is to be looked at in detail. Mr. Mumford-Smith said that the project would take in the region of 4 to 5 years. The Parish Council endorsed the result of the consultation event and agreed to support the option of the Back Lane site whilst dismissing Spencers Close. This was proposed by Mr. Rayner and seconded by Miss Ferris. All members were in favour.

At 8.10 p.m., the Chairman temporarily closed the meeting to enable two parishioners to ask further questions. Information resulting from these was that the project would include four bungalows and that 5 to 6 market houses would be needed to ensure financial viability of the scheme. The meeting recommenced at 8.15 p.m. Mr. Mumford-Smith is to send a piece summarising the situation to Mr. Rayner which will be forwarded for insertion in Elmham News. It will also be placed on the website.

### 072 Police Visit (item 040)

Road safety data had been forwarded to P.C. Benton.

### 073 Land Management Matters (item 041)

- a) Village Green Nothing to report. The land adjoining Spencers Close had been dismissed as a site for affordable housing (see item 071 above)
- b) Cathedral Ruins Mrs. Keeble said that English Heritage is visiting on 11<sup>th</sup> July.
- c) Cathedral Meadows Brown and Co have advised that it is in order to release details of the land agreements to parishioners. Hedges on either side of the lane are to be cut back. At the end of the year, Brown and Co. will recommend options under the new HLS system.
- d) Broom Green The grass has been cut.

- (e) Millennium Wood (and Jubilee Wood) The grass in Millennium Wood has been cut. There has been no further progress with the two new seats.
- (f) Bridleway on disused railway line and other railway linked matters  
In response to a request, Mr. Rayner reported on the status of the two paths from County Station which were becoming overgrown. The higher one is not too bad but the lower one is a bit more difficult. No action is needed at present but monitoring will continue.
- (g) Prince William Wood Nothing to report.

### **074 Allotments (item 042)**

Mr. Phillips reported that there is a small waiting list.

### **075 Street Lights (item 043)**

There is a light near Brookside which is constantly on.

### **076 Highway Matters (item 044)**

Resurfacing is to be carried out by the end of the month. The drain near the Post Office is blocked with weeds.

### **077 Pavilion and Playing Field (item 045)**

New goalposts are coming and the barrier has been replaced. A meeting is to be arranged with the CGM Group on Friday, 22<sup>nd</sup> July at 10.30 a.m. to discuss the grounds maintenance contract. The wall at the top of the field needs to be repaired and work will be done, following the RoSPA report, on the Skateboard area.

### **078 Youth Club facilities (item 046)**

It is believed that an Active Norfolk youth co-ordinator for the area has been appointed. Mr. Bambridge is to investigate.

### **079 Eastgate Centre (item 047)**

Nothing to report

### **080 Brookside Development update (item 048)**

Nothing to report.

### **081 Risk Management – considerations and updates (item 049)**

See item 091 below.

### **082 Overview of Parish Council financial situation (item 050)**

Nothing to report.

**083 Defibrillators (item 051)**

Nothing to report.

**084 Improvements to the frontage of North Elmham School (item 053)**

The work has been done.

**085 Mid Norfolk Railway – Transfer Deed, footpath and other matters (item 054)**

Nothing to report.

**086 Eastgate Street drains (item 055)**

Nothing to report.

**087 Update on village facilities (item 056)**

Nothing to report.

**088 The Queen’s Platinum Jubilee in 2022 (item 058)**

The Chairman, supported by all members, said that big thanks were due to Mr. Smith for all his hard work on the Platinum Jubilee.

**089 Local Green Space Designations by Breckland District Council (item 059)**

Nothing to report.

**090 Report from District Councillor**

Mr. Bambridge has been asked to take over the Breckland Housing portfolio, which includes refugees and those from Ukraine. It is the desire of Central Government to disperse refugees all over the country. A old school in Elm Road, Thetford has been converted to provide 21 temporary homes for homeless people. Breckland is providing a new Local Plan and has had a Call for Sites. The bursary education scheme was well subscribed and is now closed. A peer review has been held which involves people from other Councils being sent in by the Local Government Association. A good verbal response has been made but it will be between six and eight weeks before the report is published.

**091 Annual review and renewal of policies**

It was agreed by all to renew the following policies for a further year with no amendments required:-

- a) Standing Orders
- b) Financial Regulations
- c) Risk Management Policy
- d) General Data Protection Regulation Policy

(Proposed by Mr. Phillips and seconded by Mr. Grainger)

## 092 Accounts for Payment and Schedule of Income

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

21/6/22	Npower (street light electricity from 1/5/22 to 31/5/22)–(d/d)	£275.01
20/6/22	Biffa (wheelie bin service from 21/5/22 to 24/6/22) - (d/d)	£47.22
1/6/22	NARS – donation (paid by cheque following last meeting)	£50.00
6/7/22	Mandrake (payroll service for June)	£26.40
6/7/22	J. Duffield (work in Cathedral Ruins)	£310.00
6/7/22	J. R. G. Fletcher – key keeping (April, May and June)	£93.75
6/7/22	E.ON Next (Pavilion electricity – 1/5/22 to 24/5/22)	£31.29
6/7/22	CGM Group (grounds maintenance)	£717.08
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1/6/22	Public Works Loan Board (Street lights repayment) – s/o	£1,753.41
6/7/22	J. Borgnis (cups and prizes re Platinum Jubilee)	£28.45
6/7/22	D. Tyson (pavilion cleaning – four weeks)	£114.00
6/7/22	FTC Hire and Sales (generator hire – Jubilee)	£274.26
6/7/22	Westcotec (realignment of column – Wensum Drive)	£162.00
6/7/22	Toby Winterbourn (repaint beacon and make tripod stand)	£125.00
6/7/22	K. Webb (Clerk’s pay for June)	£709.20
6/7/22	HMRC (Tax and N.I. on Clerk’s pay)	£196.75
6/7/22	Association of Local Council Clerks (annual subscription)	£50.00
6/7/22	Hardy Landscape Management (remote mower at Chapel)	£792.00
6/7/22	Mole Country Stores (rock salt)	£67.80
6/7/22	Frederick Bennett (50% of oak tree pruning)	£357.00
6/7/22	Playsafety Ltd (Annual RoSPA Inspections)	£172.20

It was decided to pay the two payments listed above to the CGM Group but to withhold payment of the invoices for the previous two months (April and May) until such time as a site meeting is held to confirm the grounds maintenance requirements and to discuss the unsatisfactory implementation of the contract in the earlier part of the year.

The Chairman, Vice Chairman, Mr. Gee, Mr. Smith and the Clerk will attend (see item 077)

(Expenditure approved by all members)

b) Schedule of Income:

6/6/22	Bank Interest (7/3/22 to 5/6/22)	£2.78
24/6/22	English Heritage – Management Fee (Cathedral Ruins)	£5,100.00
23/6/22	North Elmham Tennis Club	£150.00

Balances (as at 5/7/22):- Current a/c - £129,827.41 Business Premium a/c - £37,494.11

## 093 To Consider Planning Applications and Determinations:-

### a) Applications

- (i) Mr. Briston – proposed workshop to rear garden for non-business/hobby use only – 3PL/2022/0714/HOU – Glaven Cottage, 65 Eastgate Street – no objections.

- (ii) Mrs. Charlotte West – repair roof, gutters, chimneys, brick arches over windows and the gabled hood roof plus the creation of an enclosed storage space – 3PL/2022/0733/LB – 45 Holt Road – no objections.
- (iii) Orchard Homes – re-positioning of Plot 12’s garage – 3PL/2022/0763/F – Brookside Farm, 74 Holt Road – no objections.

**b) Determinations**

- a) Discharge of condition 5 – Oak House, 38 Station Road – complete.
- b) Felling two ash and one alder – Dansdock House, 85 Eastgate Street – no objection.

**094 Correspondence**

- 1) Confirmation from NCC of continuation of Parish Partnership Scheme.
- 2) Acknowledgement from NARS and thanks for donation.
- 3) Letter from parishioners expressing concern re Affordable Housing option.
- 4) Norfolk Playing Fields Association membership certificate.
- 5) Basic Payment Scheme (BPS): advance payment for 2022.
- 6) RoSPA Safety Inspection Reports – Annual Inspections.

**095 Any Other Matters (for information only)**

A request had been received to plant a Japanese cherry tree on the Village Green in memory of a parishioner.

**096 Agenda items for next meeting:**

Call for Sites – Breckland Council

**097 Next Meeting:**

Wednesday, 3<sup>rd</sup> August 2022 at 7.30 p.m.

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

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Chairman

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Date

**DRAFT**