

Pre-Meeting Business: None

Public Participation: The Chair of the local branch of the Royal British Legion asked for financial assistance with the celebrations for VJ (Victory over Japan) Day on Saturday, 23rd August in the Memorial Hall. There will be live music from 2.30 p.m. until 4.30 p.m. with sandwiches and cakes provided. The cost of the band producing the music is £100. Tickets are £5 (children no charge). It is anticipated that approximately 35 tickets will be sold. It was agreed that negotiations would be held with the band by the RBL to establish if they would attend for free as it is a national event and the Memorial Hall is a Charity. On this basis, Mrs. Keeble proposed a donation of £100, as long as the band did not pass a charge. This was seconded by Mr. Gillespie. All in favour.

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 6th August, 2025

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434 Those Councillors Present Were:

Mr. P. Grainger (Chairman), Mr. M. Phillips (Vice Chairman), Miss A. Ferris, Mr. T. Fitzalan Howard, Mr. B. Gee, Mr. F. Gillespie, Mrs. A. Keeble, Mr. N. Markwell and Mr. M. Rayner.

Also in Attendance: Mr. K. Webb (Clerk) and two parishioners (one parishioner remained after the Public Participation part of the meeting)

435 Apologies for absence:

Mr. C. Smith, Mr. J. Sowinski and Mr. G. Bambridge (District Councillor)

436 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. Miss Ferris declared that she owns the property next to one on which notification of a planning application has been received (item 456 a) i) refers).

437 Minutes of Meeting held on Wednesday, 9th July, 2025:

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

438 VJ (Victory over Japan) Day

Please see “Public Participation” above.

UPDATED INFORMATION AND MATTERS ARISING

439 Land Management Matters (item 413)

(a) Village Green Mr. Gee reported that three picnic tables with seats had been received. They have to be assembled. Concrete bases are to be put down for the two to be situated on the Village Green, as well as the returning and much awaited camel. The Clerk passed hard copies of the RoSPA reports to Mr. Phillips who is currently attempting to locate a supplier of skatelite boards.

(b) Cathedral Ruins Mrs. Keeble had recently had a meeting with Mr. Duffield who is keeping the walkways in good order. Hardy Landscape has been asked to visit to cut the banks. A bill has not yet been received for last year's work.

(c) Cathedral Meadows Nothing to report.

(d) Broom Green Nothing to report.

(e) Millennium Wood (and Jubilee Wood) Mr. Sowinski and his two helpers have done some fantastic work and this was acknowledged by all. An item is to be placed in Elmham News. The hire of the chipper is required for a further period in September at a cost of £180.

(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.

440 Allotments (item 414)

The allotment holder who was asked to leave has gone. The water leak has been fixed.

441 Street Lights (item 415)

Notification has been received from Drax that the fixed period for the unmetered supply of electricity to the street lights ends on 22nd September, 2025. Doing nothing will result in the variable rate applying and will mean an increase in the rate from 25.460 p/kWh to 31.500 p/kWh. We have found in the recent past that providers of electricity are extremely reluctant to accept this type of business so it was agreed by all to attempt to obtain another fixed contract with Drax.

442 Highway Matters (item 416)

The Chairman has obtained an alternative quotation for the village gates which are being provided under the Parish Partnership scheme. This is for £6,222.67 + VAT to receive and instal. The original amount envisaged was £15,668. To date, no response has been received from the County Council so the Chairman will chase Matt Lines from Highways Department.

A complaint has been made to the County Council from a parishioner regarding a badly over grown hedge in Station Road which is blocking the pavement and forcing pedestrians to walk in the road. The Parish Council has been asked to draw this matter to the home owners' attention. If the matter is not resolved within 28 days, the County Council will arrange for contractors to do the necessary work and invoice the home owner for the cost involved. Mr. Gillespie has volunteered to speak to the resident responsible for the hedge.

443 Pavilion and Playing Field (item 417)

Mr. Phillips reported that the basketball net has been cut. A replacement will be purchased. No response has been received from the person who was asked to provide quotations for additional CCTV so the company responsible for providing CCTV at Lyng Village Hall will be approached. Active consideration is being given to transferring the management of the trade waste bin from Biffa to Breckland Council for a number of reasons which include cost and quality of the bin. The facility has recently been widely abused with a whole range of items ranging from industrial rubble to household waste being regularly deposited. Clear CCTV images of some of the offenders responsible are available and these are to be passed to Breckland Council for possible further action. Duncan Partridge, Breckland Council, is to visit within the next few days to inspect the bin and offer any suggestions for improvement. A children's party is to be held by the Football Club on 10th August.

444 Eastgate Centre (item 418)

Mr. Fitzalan Howard said that a refund of £3,184 had been received from Anglian Water in respect of the overcharge which actually related to adjoining properties. There has been more vandalism. It was clear who was responsible and the CCTV evidence has been given to the police. The incident involved three children throwing stones at a property in Spencers Close and subsequently "celebrating" when their actions resulted in smashed windows.

445 Brookside Development update (item 419)

The Chairman has the keys to the meter at the electricity sub-station and suggested that it could be a good idea to purchase a cabinet in which this key and a number of others may be kept. This would be sited on a wall in the pavilion.

A letter has been received from E-on Next giving proposed supply and tariff details for the new EV charging points. The estimated annual cost is £1,693.90 based on a usage of 2,700 kWh of electricity. The Clerk will speak to the potential supplier.

Mr. Markwell is to produce information providing precise details of the exact position required for the new dog waste bin. This will then be passed to Breckland Council and Serco who will have to visit again to ensure that the location meets their requirements.

446 Risk Management – considerations and updates (item 420)

Nothing to report.

447 Overview of Parish Council financial situation (item 421)

Nothing to report.

448 Defibrillators (item 422)

Miss Ferris reported that the defibrillator at the Surgery is not working and it may well mean that a new battery is required. Mr. Fitzalan Howard offered to take Miss Ferris to the site to check. The defibrillator at the Pavilion remains in good working order.

449 Local Plan update (item 423)

Mr. Rayner said that Breckland Council hasn't yet decided how many new houses are to be allocated. The current three tiers system for villages is to be increased to four tiers, with North Elmham being in the top tier.

450 North Elmham Living Sustainably (NELS) Group (item 424)

Mr. Fitzalan Howard has replied to the Group who have identified 16 locations, most of which are privately owned and the responsibility of individual landowners. There are some areas of parish and church land included and it has been stressed that the Parish Council only has limited funds available. In principle, information can be given regarding schemes in which the Parish has involvement but other details will have to be sought from appropriate private landowners.

451 New Village Hall (item 425)

An interesting and useful visit was made to Lyng Village Hall where the Chairman of the Parish Council, Steve Davis, gave valuable information regarding the experience of creating a new village facility.

452 The future of the churchyard (item 426)

A query has been received from a parishioner regarding the right to access the Churchyard via the farm track. A copy of the Caution Property Register has been obtained by Mr. Fitzalan Howard and this confirms that St. Mary's Church has exercised a right of way to and from St. Mary's Church and to the new Churchyard for over 90 years. This right of way has been exercised both with and without vehicles, at all times and for all purposes. A copy of the Land Registry entry will be passed to the enquirer.

453 North Elmham Football Club facilities (item 427)

As agreed, funds continue to be received. Training for the new season has commenced.

454 Reports from County and District Councillors

Reports have been submitted by County and District members and these can be viewed on the website.

455 Accounts for Payment and Schedule of Income

Accounts for Payment and Schedule of Income

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

27/7/25	Biffa (wheelie bin service from 28/6/25 to 25/7/25) - (d/d)	£81.36
22/7/25	E-on Next (pavilion from 1/6/25 to 4/7/25) – (d/d)	£153.50
6/8/25	D. Tyson (pavilion cleaning for July)	£146.52
6/8/25	K. Webb (Clerk's pay for July)	£872.76
6/8/25	HMRC (Tax and N.I. on Clerk's pay)	£319.29
6/8/25	Darren Brown (repair leaking stand pipe at allotment)	£50.00
6/8/25	Anglian Water (Playing Field) – 20/4/25 to 19/7/25	£231.13
6/8/25	T.T. Jones Electrical (street light maintenance Jul, Aug & Sep)	£115.00
6/8/25	M.G. Timber Products (3 picnic tables)	£902.50
6/8/25	Edit Websites Ltd (annual website fee – hosting and support)	£250.00
6/8/25	Surelock Security (padlock and key)	£29.67
6/8/25	P. Grainger (signs for trade waste bin)	£29.88
6/8/25	J. Sowinski (petrol for chain saw and diesel for chipper)	£64.56

(Expenditure approved by all members)

b) Schedule of Income:-

23/7/25	Breckland Council (recycling paper, textiles and glass)	£1,035.37
25/7/25	Pavilion lettings	£40.00

(Cambridge Building Society - £82,483.96)

The Clerk has suffered a number of major computer problems over the past few weeks. Excellent support has been provided by Andrew Simnor, a local I.T. specialist based in Fakenham. A recommendation has been made by him as follows:-

- (i) An upgrade to Windows 11 (from Windows 10). The effective end of life for Windows 10 is mid-October, 2025 when support will no longer be available.
- (ii) The present desktop computer is more than ten years old and needs to be replaced. The total cost to achieve this is £1,010, of which North Elmham P.C. has been asked to provide £600.

Acceptance of the above was proposed by Mr. Gillespie and seconded by Mr. Gee. All in favour.

The Clerk advised that the annual pay settlement, due on 1st April, 2025, has now been agreed with a percentage increase of 3.20% and a recommendation for immediate implementation. Back pay from 1st April, 2025 has to be included. All in favour.

456 To Consider Planning Applications and Determinations:-

a) Applications

- i) Proposed new dwelling – site adjacent to 25a Station Road – PL/2025/1067/FMIN – no comments.

- ii) Demolition of existing garage and erection of single storey side/rear and front/side extensions – PL/2025/1039/HOU – 14 Wensum Drive. (. (Miss Ferris declared that she owned the house next to this property). The current garage has a party wall which needs to be considered. There are concerns about what may become of the existing internal wall of the neighbouring property if and when it becomes an external wall. There also appears to be a lack of detail in the associated drawings. These comments will be made to Breckland Council.
- iii) Ash Court – PL/2025/1112/TCA – removal of a large cypress tree in front of 2 Ash Court (for information only)

b) Determinations
None

457 Correspondence

- 1) Offshore Wind Project update.
- 2) Information from the Business and Communities Manager regarding the event Field Maneuvers 2025 at Sennowe Park from 15th to 18th August.
- 3) Request from a resident from Sussex planning to move to the Norwich area and wanting to speak to North Elmham parishioners about Christian life in the village. (It is suggested that the writer contacts North Elmham PCC, if this hasn't already been done).
- 4) Letter from HMRC asking us to confirm SCS Accounting Solutions as our agent for business PAYE affairs.

458 Any Other Matters (for information only)

None

459 Agenda items for next meeting:

None

460 Next Meeting:

Wednesday, 3rd September, 2025 at 7.30 p.m.

There being no further business, the meeting closed at 9.52 p.m.

Chairman

Date

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