

Pre-Meeting Business: None

Public Participation: None

NORTH ELMHAM PARISH COUNCIL

Minutes of the

MEETING OF THE PARISH COUNCIL

held in the Pavilion at 7.30 p.m. on Wednesday 7th February, 2024

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272 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. J. Labouchere, Mr. N. Markwell, Mr. M. Rayner and Mr. C. Smith.

Also in Attendance: Mr. K. Webb (Clerk) and one parishioner.

273 Apologies for absence:

None

274 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.

275 Minutes of Meeting held on Wednesday, 3rd January, 2024:

Resolved to approve the minutes as a true and accurate record. Agreed by all. (Proposed by Mr. Phillips and seconded by Mrs. Keeble).

UPDATED INFORMATION AND MATTERS ARISING

276 Land Management Matters (item 247)

(a) Village Green The Breckland Tree Officer had attended a meeting on site and said that he had the power to make a Tree Preservation Order. Guidance was duly given, however, and the contractor has confirmation of approval with an intention to commence work on 19th February, subject to the weather.

- (b) Cathedral Ruins Mrs. Keeble reported that trees are in the process of being trimmed back.
- (c) Cathedral Meadows Mr. Fitzalan Howard is to issue the annual grazing licence to Mr. Fish. One of the display maps has been wrenched off its base and Ruth Murray, who originally produced the item, is to be contacted.
- (d) Broom Green Nothing to report.
- (e) Millennium Wood (and Jubilee Wood) The fence around the pit has collapsed in the corner. Ben Darby is to be contacted with a view to repairing it. The gate to Boar's Hill has a gap at the bottom but the eventual height of the path will remedy the situation. The parishioner who requested to take the logs can do so. (He will need to obtain the key from Mr. Fletcher for access). Proposed by Mr. Markwell and seconded by Mr. Phillips. All in favour.
- (f) Bridleway on disused railway line and other railway linked matters The level crossing gate has been damaged following a recent storm and is swinging freely. The MNR has been advised and a temporary repair has been carried out.
- (g) Prince William Wood Nothing to report.
- (h) Church Meadow Work on digging a soakaway is to start in the near future.

277 Allotments (item 248)

Mr. Phillips is concerned with speeding traffic along the road next to the allotments and feels that a mirror is possibly needed. The Clerk mentioned that Fulmodeston and Barney Parish Council has a mirror which is not being used and will investigate the possibility of it being sold.

278 Street Lights (item 249)

Mr. Markwell reported that T.T. Jones are to fit an interim light at the Eastgate Centre (cost £48 + VAT) and this will remain until the repaired unit is returned by the manufacturer. There hasn't been any progress with the light at 29 Eastgate Street. Mr. Markwell will chase. Light number 103 is currently not working.

279 Highway Matters (item 250)

Mr. Grainger said that a suggestion had been made to Highways for the existing bus stop to be moved to a position near the Surgery. Also, there were two possible locations for stops up the hill near the church. A request had been received from a parishioner for more yellow lines on Church Hill. It was agreed to wait until the new car park is in place so that an assessment of its impact can be made at that time. Mr. Labouchere mentioned a blind spot, resulting from a traffic sign, that a parishioner had mentioned to him when turning from the Worthing Road onto the B1145 to Billingham. A number of members had used this junction and did not feel that there was an issue.

280 Pavilion and Playing Field (item 251)

Miss Ferris mentioned the cracked windows and asked if new ones could be fitted. Mr. Smith is to obtain a quotation.

281 Eastgate Centre (item 252)

Nothing to report.

282 Brookside Development update (item 253)

The Chairman, together with Messrs Phillips and Rayner, is to meet the developers to discuss some items. A report will be made in due course.

283 Risk Management – considerations and updates (item 254)

Nothing to report.

284 Overview of Parish Council financial situation (item 255)

Nothing to report.

285 Defibrillators (item 256)

Pads become out of date on 24th February and are to be replaced.

286 Call for Sites update – Breckland Council (item 257)

Mr. Rayner had drafted a consultation response with the period due to end on 19th February. The Parish Council response is to be submitted via email. Mr. Rayner was thanked by all for his excellent work in producing this document. The drop-in session is now taking place in Dereham on 16th February.

287 Archive Group records (item 258)

Two quotations will be available for the next meeting.

288 Report from District and/or County Councillors (item 259)

None received.

289 Annual Budget (item 260)

Nothing to report.

290 CGM Group and grounds maintenance for 2024 (item 261)

The contract with CGM (Nurture) has been agreed and is to be signed.

291 North Elmham Living Sustainably (NELS) Group (item 262)

An advert has been placed in Elmham News.

292 S106 monies (£15.1K) received from Breckland Council (item 263)

A concrete table tennis for the village green was considered (cost of up to £3K). The Chairman is to discuss with suppliers. A quotation for improved flooring is to be requested by Mr. Phillips. Further thought will be given to this matter at the next meeting.

293 CCTV Policy (item 264)

Mr. Grainger had circulated a draft policy to members in advance of the meeting. He will also prepare a similar policy for the Eastgate Centre Trustees. The policy was approved by all. Proposed by Mr. Labouchere and seconded by Miss Ferris.

294 Request for a grit bin near the North Elmham School (item 265)

The Chairman has spoken to Mr. Nick Brown, Site Manager of Flourish Federation Norfolk. He will discuss the matter with Highways (Norfolk County Council).

295 Accounts for Payment and Schedule of Income

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

18/1/24	Npower (street light electricity from 1/12/23 to 31/12/23)–(d/d)	£501.21**
29/1/24	Biffa (wheelie bin service from 30/12/23 to 26/1/24) - (d/d)	£157.34++
23/1/24	E-on Next (pavilion from 5/12/23 to 4/1/24) – (d/d)	£162.31
19/1/24	Information Commissioner’s Office (annual fee) – (d/d)	£35.00
22/1/24	K. Webb (Clerk’s quarterly computer allowance) – (s/o)	£20.00
7/2/24	D. Tyson (pavilion cleaning for January + cleaning items)	£129.07
7/2/24	Mandrake (December payroll services)	£26.40
7/2/24	Mandrake (January payroll services)	£26.40
7/2/24	K. Webb (Clerk’s pay for January and back pay)	£1,200.84
7/2/24	HMRC (Tax and N.I. on Clerk’s pay)	£402.97
7/2/24	Julian Duffield (work in Cathedral Ruins)	£218.72
7/2/24	Elmham News (reprint of CANT article)	£128.00
7/2/24	Camtrak (UK) Ltd (angle stake in Millennium Wood)	£96.00
7/2/24	Anglian Water (Playing Field from 2/10/23 to 1/1/24)	£140.40
7/2/24	Anglian Water (Pavilion from 2/10/23 to 1/1/24)	£46.01
7/2/24	A.R. Crisp Farm & Landscaping (tree removal)	£375.00
7/2/24	Norfolk Wood and Hedges (Xmas tree & thin plantation)	£555.00
7/2/24	J. R. G. Fletcher (key keeping – December and January)	£62.50

(Expenditure approved by all members)

b) Schedule of Income:-
None

Balances (at 5/2/24):- Current a/c - £68,215.32, Business Premium a/c - £42,662.41

** Concern has been expressed with the dramatic rise in the monthly direct debit to Npower in respect of the non-metered electricity supply for the streetlights from £235 in September, 2023 to £626 in February, 2024 (notification received). The Clerk will produce a detailed analysis showing how these amounts are calculated to enable possible action to be discussed with a view to taking steps to address this issue.

++ A representative from Biffa had visited and met with Mr. Smith. A significant improvement in the current terms had been offered. Full details of this and the terms of the current contract will be considered with a decision on the course of action to be decided at the next meeting.

296 To Consider Planning Applications and Determinations:-

a) Applications

- i) 3PL/2023/0282/O – 55 Eastgate Street – appeal to the Secretary of State against the decision of Breckland District Council – outline planning application with all matters reserved for proposed dwelling and redevelopment of existing dwelling.

b) Determinations

- i) TRE/2023/0352/TCA – pruning works at Anglo Saxon Cathedral, Church Lane – no objection.
- ii) TRE/2023/0353/TCA – pruning work at White House, 57 Holt Road – no objection.
- iii) 2 Keepers Cottage, Great Heath Road – Mr. Cooper – rear single storey extension with 1st floor ensuite extension. Replace existing septic tank with a treatment plant – 3PL/2023/1182/HOU – approved.

Mr. Rayner reported that he had received a telephone call from a parishioner who advised him that he wished to enquire about the possibility of building ten houses on land next to Pump Street. Mr. Rayner informed the parishioner that a request of this type would need to be directed to Breckland Council.

297 Correspondence

- 1) E-mail from parishioner regarding water drainage problems in Cathedral Drive.
- 2) Request for donation from Dereham Cancer Care.
- 3) Update from John Hoskins (CANT) on Breckland Council's "Call for Sites" analysis.
- 4) E-mail from parishioner regarding tree pruning in Eastgate Street,

298 Any Other Matters (for information only)

Some people who were regarded as rather suspicious had been seen driving a white van and visiting premises on the pretext of collecting cooking oil or other substances.

299 Agenda items for next meeting:

None

300 Next Meeting:

Wednesday, 6th March, 2024 at 7.30 p.m.

There being no further business, the meeting closed at 9.22 p.m.

Chairman

Date