

Pre-Meeting Business: Before formally opening the meeting, the Chairman introduced the new Clerk, Mr. Kevin Webb. A letter had been received from the previous Clerk, Mr. John Lee, thanking the Councillors for the gift presented to him at the previous meeting. The Chairman proposed (unanimously agreed) to send a letter to Mr. Lee in appreciation of his 10 years plus of service.

Public Participation: A strong protest was lodged regarding the way in which the Parish Council had provided names of parishioners, whose gardens adjoin the village green, to Norfolk Property Services. This had resulted in what was considered an “unfriendly” letter from Norfolk Property Services questioning their right of access to the green. It was stated that parishioners had been accessing the green for a number of years and the legalities of the situation were being examined. The Chairman confirmed that the Parish Council had provided a list of names to Norfolk Property Services, who leased the green to the Parish Council, at their request, as part of the process for renewing the lease. A new lease for five years had been received for signing . The Chairman said that, with hindsight, the Council perhaps should have advised individual parishioners of the request . Parishioners were urged to take up any concerns personally with Norfolk Property Services.

A resident (23 Eastgate Street) uses a grass strip opposite his house to park his car. This results in the road remaining unblocked for buses and emergency vehicles. It was asked if this area could be made into a hard surface and the Chairman replied that the Highways Department had been approached in the past but, because they insisted on the work being carried out to a certain specification, the cost would be considerable.

Some residents had hoped to be able to question Mr. Bill Borrett (County and District Councillor) regarding mineral extraction plans, especially at Bintree Woods. Mr. Borrett had declared an interest but had now advised that he had been appointed to the minerals advisory group. Ms. Anne Ketteringham expressed surprise at the existence of such a group. The need for another councillor to represent the local views was urgent and the Clerk would write to Mr. Borrett again, asking him to attend the next Parish Council meeting.

Mrs. Linda Richmond gave a brief update regarding progress on the Parish Plan. The web-site continues to be well used, letters have been sent out inviting suggestions for questions with responses due by the end of August, sub-groups are working on various sections of the questionnaire and a computer will be installed in the school over the festival weekend to facilitate additional access to the web-site.

North Elmham Parish Council

**Minutes of the
MEETING OF THE PARISH COUNCIL
held at 7.30 p.m. at the Sports Pavilion on
Wednesday 5th August 2009**

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75 Those Councillors Present Were:

Mrs. C. Payne (Chairman), Mr. C. Smith (Vice-Chairman), Mr. J. Brown, Mr. R. Don, Mr. B. Fletcher, Mr. C. Groom, Ms. A. Ketteringham, Mr. N. Lowe, Mrs. E. Marsh, Dr. P. Wade-Martins

Also in Attendance: Mr. K. Webb (Clerk), Mrs. J. Smith (Newspaper Correspondent) and 18 Parishioners

075 To Consider Apologies for Absence:

Resolved to accept apologies from Mr. R. Neve and Mr. W. Borrett (County and District Councillor)

76 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.

77 Minutes of Meeting held on Wednesday 1st July 2009:

Resolved to approve the minutes as a true and accurate record

UPDATED INFORMATION AND MATTERS ARISING

78 Anglian Water (item 056)

No further problems despite recent heavy rain

79 Pavilion and Playing Field Matters (item 057):

- a) Grounds Maintenance The standard of grass cutting had generally improved. Mr. Brown reported that there had been some wear and tear on the skate ramp. As a result, part of the surface needed replacing and the Chairman stated sufficient funds remained in the account of North Elmham Skaters and BMX Club. These would be utilised (approximate cost £450). A robust fireproof bin was needed at the top of the field (possibly concrete with a metal lining). Mr. Brown agreed to investigate types available and prices. There had been some complaints regarding conditions in the play area. This will be an item for discussion at the next meeting.
- b) Abandoned Car Mr. Brown reported that the Police know the identity of the owner and will ask him, on behalf of the Parish Council, to move the vehicle.

80 Land Management Matters (item 058)

- (a) Village Green The Lease had been received and was signed at the Meeting by the Chairman and Vice-Chairman. With regard to the access difficulties detailed under “public participation”, it was stressed that this was a matter between individual householders and the County Council. As such, the Parish Council did not have a view. The Chairman reiterated that, with hindsight, it was regrettable that householders had not been informed of the request from Norfolk Property Services but the renewal of the lease was paramount.

- (b) Cathedral Ruins Mr. Fletcher declared an interest. There had been four applicants for the post of caretaker with the most suitable tender duly selected. This was subject to a member of the Council (Dr Wade-Martins) meeting the successful candidate and discussing precise requirements. An English Heritage inspection was due on 29th September. It was confirmed that the key-keeping payment is paid direct to the Parish Council.
- (c) Cathedral Meadows Dr. Wade-Martins reported that there was no objection to future hay cutting commencing at the end of June. The wild flower meadow was full of thistles and a “weed wipe” had been recommended by Natural England. Dr. Wade-Martins would investigate costs.
- (d) Hedge on north side of Cathedral Meadows This matter, which had been discussed some months ago, had re-surfaced. The Chairman asked for all Councillors to look at the hedge and it would be included as an Agenda item for the next meeting.
- (e) Broom Green It was generally felt that the grass cutting is now satisfactory.
- (f) Millennium Wood Mr. Fletcher stated that it was becoming difficult to cut because of low branches. Mr. Groom suggested that we investigate the possibility of including this whilst discussing budget matters in December.

81 Safe Route to School (item 059)

Following the last meeting, Mr. Lee had written to Mr. Borrett asking for an update. The response from Mr. Borrett was as follows: “The developer was offered a cash sum to let the route remain which he refused, which means that the old route is now officially dead. There have been negotiations with the next door landowner but these have not been fruitful. I have told Graham Bygrave to wait until the LDF is done and the Village development boundary confirmed when they may be a bit more open to an offer and then have another go probably in January 2010”. It was agreed to write to Mr. Bygrave direct to ask for an update and another meeting.

82 Street Lights (item 60)

The annual review of street lights will be carried out in September. Any lights being replaced have to go on posts as it is now the policy not to have street lights on properties. The survey is to be carried out by the Chairman and Vice-Chairman. Mr. Groom suggested that the County Council should be asked to consider adopting the village lights or make a contribution to the maintenance and replacement costs. This was proposed by Mr. Groom, seconded by Dr. Wade-Martins and received unanimous approval.

83 Highway Matters (item 61)

Mr. Fletcher agreed to speak to the Highways Department to ask if resurfacing the grass area used for car parking at the top of Eastgate Street can be reconsidered. Also, the grass is again encroaching on the Station Road footpath and needs attention. The allocation of numbers to new houses in Eastgate Street had caused considerable confusion, i.e. different houses with same numbers, resulting in mail going astray. The Clerk is to write to Breckland Council to ask for the numbering to be clarified.

84 Sign to Village Facilities (item 62)

No further developments.

85 Youth Activities (item 63)

The Youth Club is suspended until the autumn.

86 Condition of Village Post Boxes (item 64)

All post boxes have been repainted. The street furniture has been repaired as anticipated.

87 Norfolk Minerals and Waste LDF (item 65)

Mr. Lowe and Ms. Ketteringham were intending to attend the September cabinet meeting. The Clerk is to send a question by e-mail (precise question to be decided) and will write to Mr. Borrett (as mentioned under “public participation”). The Chairman had received a letter from a local resident on this topic.

88 Local Development Framework (item 67)

Mr. Groom stated that Mr. Borrett had declared an interest. Mr. Borrett had answered Mr. Lee’s request for information as follows: “The inspector has just finished judging the soundness of the LDF and we await his report. The Village Development Boundaries report will come out late August or September with the parishes comments and the whole document will go to committee to be agreed when further comments can be made. I will let you know when that is likely to be”. It was felt that we needed to approach Planning Department with a view to obtaining a neutral reply.

89 Accounts for Payment and Schedule of Income:

(a) Resolved to approve the following Accounts for Payment:

9.7.09 e-on Energy (Street Lighting – June d/debit)	£362.48
5.8.09 CWG Ltd (rat poison)	£38.69
5.8.09 Veolia Environmental Services(refuse colln)	£62.88
5.8.09 Playsafety Ltd (play area safety inspection)	£75.90
5.8.09 T.T. Jones Electrical Ltd(street lighting ¼ ly maintenance)	£491.03
5.8.09 Anglian Water (Sports Pavilion)	£31.90
5.8.09 Anglian Water (Playing Fields)	£50.64
5.8.09 A. N. Moore (creosoting gates, pot-hole repairs)	£138.93
5.8.09 M. Latham (repairs to bins, seats, benches, etc)	£445.00
5.8.09 N. Lowe (gate repairs)	£6.50
5.8.09 J. Lee (Clerk's expenses)	£26.44
5.8.09 K. Webb (Clerk's expenses)	£15.03
5.8.09 B. Howard (litter picking – 5 weeks)	£114.60
5.8.09 G. Marsh (key keeper, work in ruins, cutting line)	£107.87
5.8.09 P. Lambert (pavilion wages)	£72.00

(b) Schedule of Income

7.7.09 D. Fish (Church Lane Tenancy – second half year)	£250.00
9.7.09 North Elmham Tennis Club (Annual Rent)	£25.00
9.7.09 HM Revenue and Customs (VAT rebate – Apr/June)	£399.78
31.7.09 Breckland Council (Pavilion Hire – elections)	£100.00
5.8.09 Pavilion Lettings (various)	£105.00

90 To Consider Planning Applications and Determinations:

(a) Applications

(i) 3PL/2009/0655/F

Mr. and Mrs. T. Garrod, 75 Eastgate Street, North Elmham, NR20 5HE

Extension and alterations to garage to include first floor office/studio

The Parish Council raised no objections to this proposal.

(b) Determinations

None received since last meeting

91 Correspondence:

- (a) Breckland Council – Supplement: exclusion of Press and Public relating to Agenda Document for Cabinet, 4/8/09
- (b) Breckland Council – Minutes Document for Breckland Area Museums Committee, 24/7/09
- (c) Norfolk Association of Local Councils – welcome letter to new clerk (29/7/09)
- (d) Dereham Town Council – letter of thanks d/d 6/7/09 re donation to FEPOW
- (e) Play Area Safety Inspection Report (4/6/09)

92 Announcements:

- (a) Chairman – Gerald Marsh to be invited to attend for a presentation at the next meeting
- (b) Ms. Ketteringham mentioned the plans for an expensive mechanical treatment plant at Costessey which had apparently been scrapped

93 Items for Next Agenda:

- (a) Play Area and Equipment
- (b) Hedge at Cathedral Meadows

94 Next Meeting:

Wednesday, 2nd September 2009 at 7.30 p.m. at the Sports Pavilion

There being no other business, the meeting closed at 9.10 p.m.

Chairman

Date