

Great Ellingham Parish Council
Minutes of the meeting of the Parish Council
held at the recreation centre on Wednesday 28th September 2022 at 7.30pm

In Attendance: Cllr T Betts (Chairman), Cllr H Mellor, Cllr M Hadley, Cllr S Mellor, Cllr N Wishart and Cllr N Wilkins

Parish Clerk – Melanie Eversfield

District Councillor Sarah Suggitt

- 1. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if applicable** – District Councillor Suggitt gave an update on the latest activities of the council.
- 2. To consider apologies for absence** –Apologies were received and accepted from Cllr P Ewin for the next 6 months due to personal circumstances
- 3. To receive any declarations of interest in any item on the agenda** – None
- 4. To confirm the minutes of the meeting of 20th July 2022** – The minutes were confirmed as a true record and signed as correct by the Chairman.
- 5. To report matters arising not on the agenda and hear the Chairman’s report** – Councillor N Wishart gave a detailed briefing on ATTCARE Charity and its recent research document that now needs to be implemented. It was noted that the Parish Council had given a grant of £1,000 towards this document.
Cllr Betts presented a report, a copy of which is attached to the official minutes and on the council’s website.
- 6. To consider applications for co-option to fill the current vacancy** – It was noted that only one application had been received thus far and as the candidate has only recently moved into the parish, they are currently not showing on the electoral register, meaning that we are unable to accept the application at the current time. The Clerk to inform the applicant and let her know when they have been added to the electoral roll.
- 7. To review allocation of councillor responsibilities** –
Cllr T Betts – Highways and Planning
Cllr S Mellor – Finance and Internal Audit, Health and Safety
Cllr M Hadley – Fixed assets, Recreation Centre and Town and Parish Council Forum meeting representative
Cllr M Barron – Highways Liaison
Cllr H Mellor – SNAP representative and Environment
Cllr N Wilkins – Education
Cllr N Wishart - Defibrillator
- 8. To hear of planning decisions and other information: -**
 - a) 3OB/2022/0039/OB – Application to discharge the planning obligation Schedule 1, Obligation 1.5 on 3PL/2018/1021/F – Land at Hingham Road/Attleborough Road, Great Ellingham – APPROVED

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- b) 3PN/2022/0017/UC – Prior approval for change of use and conversion of three agricultural buildings to 5 dwelling houses (1 larger and 4 smaller), including land within the buildings' curtilage – Poultry site, Hingham Road, Great Ellingham – PRIOR APPROVAL GIVEN
- c) 3PL/2022/0691/VAR – Variation of condition(s) 2 & 3 on 3PL/2021/1236/F – Drawing amendments and change to elevation materials – 95 Long Street, Great Ellingham – APPROVED
- d) 3PL/2022/0532/VAR – Variation of Condition 2 for 3PL/2022/0050/VAR – To allow substitution of drawings to reflect the minor change requested. The change refers to the slight raising of roofline so that plot 3 matches plot 2 – Misty Dawn, Deopham Road, Great Ellingham – APPROVED
- e) 3PL/2022/0504/HOU – Part demolition and rebuild at Pear Tree Cottage with 2 bay cart lodge and home office above – Pear Tree Cottage, Bow Street, Great Ellingham – REFUSED
- f) 3PL/2021/1547/F – 8no. poultry houses with associated admin blocks, feed bins and ancillary development – Land to the south side of Swangey Lane, NR17 1XJ – WITHDRAWN
- g) 3PL/2022/0580/F – Formation of vehicle access to serve poultry unit – Rookery Farm, Watton Road, Great Ellingham – APPROVED

9. To consider planning applications:

- a) **3PL/2022/0866/F – Erection of 2no. dwellings with incorporated double garage (plots 5 &6) – Aldercarr House, Attleborough Road, Great Ellingham** – *Great Ellingham Parish Council has now had an opportunity to consider this application and wishes to object on the grounds that the proposals are outside of the settlement boundary.*
- b) **3PN/2022/0032/UC – Prior approval for change of use of Agricultural Building to two dwellings/houses within Class Q of Part 3, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 – Land off Bush Green, Great Ellingham** – *Great Ellingham Parish Council has now had an opportunity to consider this application and wishes to object on the grounds that the proposals are outside of the settlement boundary.*

10. To receive and note accounts, budget comparison and bank reconciliation as of 31st August 2022 – Noted.

11. To receive and consider quote for Internal Auditor for 2022/2023 – It was agreed to appoint Mrs Catherine Moore as Internal Auditor for accounting year 2022/2023 at a cost of £85.00.

12. To agree purchase of waste bin in Shrugs Lane – Agreed.

13. To consider funding request for permanent power supply to St. James Tower Christmas Lights – It was agreed in principle that the Parish Council was in support of not only the provision of a permanent power solution but also to the purchase of 'industrial' quality lights, rather than the domestic ones currently used. However, councillors thought local businesses should be approached first and once all avenues have been exhausted, the council would donate the top-up amount needed.

14. To agree release of annual grant to Great Ellingham PCC – It was agreed that this can be released once the Parochial Council requests the grant for a specific purpose.

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- 15. To agree release of annual grant to Great Ellingham Recreation Centre** – It was agreed that this can be released once the committee requests the grant for a specific purpose.
- 16. To arrange a budget planning meeting** – A meeting to take place at Cllr Betts house at 7pm on 21st November.
- 17. To receive report in relation to the clock at St. James and consider options contained in the report** – It was agreed to proceed with option 1, that is to repair the existing clock and making safe the weight shoot at a cost of £3,040.00 plus VAT. Cllr S Mellor to inform C. Michlmayer's Co. of the Council's decision.

18. To consider the following payments via standing order: -Agreed

| Amount | Payee | Notes |
|---------|------------------|------------------|
| £268.95 | Mrs M Eversfield | August Salary |
| £268.95 | Mrs M Eversfield | September Salary |
| £79.99 | Mrs M Eversfield | Microsoft 365 |
| £42.00 | Mr T Betts | Ink Cartridges |

- 19. To consider items from councillors** – There was none.
- 20. To consider correspondence received:**
- Breckland Council re. Reorganisation of Community Governance Order – Attleborough / Great Ellingham – Noted.
 - Ellingham Pump re. Resignation of Editor – Agreed that Cllr Betts would place an advert on Facebook.
 - Residents re. road closures. This was dealt with under the Chairman's report.
 - SAAA re. Opt out of external audit arrangements. Agreed to remain as is.
- 21. To confirm the date of the next meeting as Wednesday 19th October 2022 to be held at the Recreation Centre commencing at 7.30pm** – Noted.

There being no further business the meeting closed at 8.40pm.