

Great Ellingham Parish Council
Minutes of the meeting of the Parish Council
held at the Recreation Centre on Wednesday 16th April 2025 at 7.30pm

Present: Cllr P Ewin (Chairman), Cllr A Broughton, Cllr R Croft, Cllr S Mellor & Cllr P Bonner
In attendance: Parish Clerk and 5 member of the public

- 1. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if applicable** – No reports were received from District Councillor S Suggitt, or County Councillor E Connolly.

A member of the public indicated that the recently publicised Minutes from February had indicated that Cllr Southcott was part of the Speedwatch Team, but this was incorrect – Minutes to be amended **ACTION: Clerk**. He also brought to the meetings attention that both the grates previously reported as being raised had not been re-laid with **ACTION: The Chair**. The same member of the public also felt that the Agenda for the Parish council meetings was not widely publicised and difficult to locate on the website. The Chair reported that the Agenda is publicised on the Website and on the village noticeboards as required, but would endeavour in the future for it to be shown on the village Facebook page. The website was under being updated and it was hoped would be more user friendly in the future. **ACTION: The Chair/Clerk**

- 2. To consider and approve apologies for absence** Cllr H Mellor & Cllr S Southcott.

- 3. To receive any declarations of interest in any item on the agenda** – None were noted.

- 4. To confirm the minutes of the meeting of 19th March 2025** – The minutes were confirmed as a true record of the meeting and were signed by the Chairman.

- 5. To report matters arising not on the agenda and hear the Chairman's report** – The Chair reported that the Parish Council policies were currently under review and would be reported on later in the meeting. He has received a complaint from a member of the public concerning an obstruction erected outside Walnut Tree Farm, Long Street and the resident was to be contacted. **ACTION: Cllr Broughton**. The Chair thanked the Clerk for her work trying to sort out the banking mandate.

- 6. To receive reports from Councillors and/or the Clerk**

- a. **Planning Policy** – Cllr Broughton reported on the Planning Policy that he will be having a meeting with Rebecca Collins, Head of Planning at Breckland in the near future and will make revisions to the proposed planning policy following that meeting.
- b. **Councillor vacancies** – Cllr S Mellor requested an update on the Councillor vacancies and the Clerk confirmed that this was being advertised by Breckland with a closing date of 30th April at which point it will be know whether an election is required. Cllr S Mellor requested this be added to the Agenda for next month's meeting. **ACTION: Clerk**
- c. Cllr Croft brought to the meeting 4 items on behalf of Cllr Southcott:-
 - i. **Village Hall Committee** – advised the ditch needed clearing out on the North boundary. Bowsfield may be responsible **ACTION: The Chair**
 - ii. **Car Park Marking** – the Village Hall Committee also requested the car park be re-marked, however it was felt unnecessary at present in view of the possible new village hall. However, a yellow box should be marked in front of the access and quotes are to be sought - **ACTION: The Chair**
 - iii. **Dog Poo Bin** – a request had been made for a dog poo bin in the churchyard, but this had previously been investigated and felt unnecessary.
 - iv. **Planting/Sculptures** – two village groups put forward options for planting and sculptures. Following a discussion, The Village Planting Group said they would put proposals to residents via Social Media to ascertain which proposal was most popular. Planning advise was to be sought with regard to planting trees on the "triangle" and location of cables. Everyone was in agreement with this proposal.

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- d. **Noticeboards** – Cllr Bonner advised he had procured the Perspex for the noticeboards and fixed in place. Unfortunately the noticeboard on Pyghtle Green has a “fixed” Perspex which will need further work.

7. To hear of planning decisions and other information: –

Appendix 1: Notification

- a) PL/2025/0181/PAAF – Notification of proposed steel frame building to be used for the storage of machinery at Crown Farm, Stalland Common

Appendix 2: Planning Applications

- b) PL/2025/0331/HOU – 2 storey extension to side of dwelling to create new family kitchen with master bedroom with ensuite and family bathroom at first floor. Drive extended to new single-storey detached double garage, store and home office to rear of garden – The Old Farmhouse, 97 Long Street, Great Ellingham - **No objections**
- c) PL/2025/0463/FMIN - Proposed construction of 3No self-build dwellings at The Old Queens Head, Attleborough Road, Great Ellingham. **No agreement reached – to be deferred to next meeting.**
- d) PL/2025/0168/VAR – Application to vary the condition wording of Condition 9 of the planning permission 3PL/2017/0265/O (allowed at appeal under ref. APP/F2605/W/17/318511) to “the application shall be carried out in accordance with the approved fire hydrants scheme ...” – Land off Attleborough Road, Great Ellingham - **No objections**

- 8. To receive updates on the Defibrillator** – Cllr Bonner confirmed the pads become out of date next month at the Methodist church site and requested authorisation to replace at a cost of £132 – all agreed.

9. To consider the following payments: – Agreed.

Amount	To whom	Description
£344.15	Clerk	Salary March
£52.00	Clerk	WFH – Feb & March
£132.00	P Bonner	Replace defib pads Methodist Church May ‘25
£240.00	Kerry Butcher	Auditor 2023/24 Accounts

- 10. To receive completed Disclosable Pecuniary Interests & Other Registrable Interests Forms.** 1 received on night, 1 further to be received. **ACTION:** Clerk

- 11. To receive Policy Updates** – The Chair confirmed he had looked through Code of Conduct & Complaints Procedure and found these to be up to date. Cllr H Mellor to update Grievance, & Disciplinary policies plus Equality. Cllr S Mellor to review the website.

- 12. To receive updates on traffic calming along Long Street** – Cllr Croft reported progress with funding being available and plans were currently with a designer. Concern was raised over HGV and agricultural use of the road. The advice was to take a photo, if possible, of the reg. number of offenders and also the operator and send this to the Police.

- 13. To receive an update on the Walsingham Court “Keep Clear” Markings:** Cllr Croft advised there was no update.

- 14. To receive an update on the new village hall** – The Chair reported that Collins are unwilling to fund the planning application/design and surveys for the new village hall. It seems that the funding gap would be too

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great for the Parish Council to bridge. Cllr S Mellor has contacted a solicitor to understand the feasibility of a legal tie-down rather than the 106.

15. To receive an update on the village pond between Lake View and Mill Farm, Church Street – No update
ACTION: The Chair.

16. To consider items from Councillors: to be sent to the Clerk before the meeting: None received

17. To appoint an Auditor: The Clerk reported receipt of two quotes for the Auditor for the 2024/25 accounts and it was agreed Carol Bailey is to be appointed at a estimated cost of £90. **ACTION:** Clerk

18. To consider correspondence received: all had been previously circulated to the councillors.

19. To confirm the date of the next meeting as Wednesday 21st May 2025 to be held at the Recreation Centre commencing at 7.30pm, preceded by the AGM at 7pm on the same evening.

Meeting closed at 8.38pm