

LITTLE ELLINGHAM PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF LITTLE ELLINGHAM PARISH COUNCIL HELD ON WEDNESDAY 28th JUNE AT 7.30PM

Present: Cllr Griffiths, Cllr FitzGerald, Cllr James and Cllr Shad

In attendance: Four residents of the Parish.

Open Forum

The meeting was opened and all those present were welcomed. A number of matters were raised by residents:

- A faulty manhole cover near the former Anglian Water site adjoining Church Lane
- A worsening of the low spot in the highway opposite the entrance to the houses on The Green, caused possibly when the main sewer was laid by Anglian Water in 2016
- Late afternoon, early evening noise from Pilgrim Foods – possibly HGV refrigeration units running on diesel rather than electricity
- Breaches of the 7.5 ton weight limit, by agricultural contractors as well as excessive speeds, and mobile phone use whilst driving

1. Election of Chairman for the ensuing year and signature of Acceptance of Office

It was proposed, seconded and unanimously agreed that Cllr Alex FitzGerald be elected Chairman for the ensuing year.

2. Election of Vice-Chairman for the ensuing year and signature of Acceptance of Office

It was proposed, seconded and unanimously agreed that Cllr Peter Griffiths be elected Vice-Chairman for the ensuing year.

3. To accept apologies for absence

Apologies were received from Cllr Knight and the Clerk

4. To confirm that all councillors have signed the Declaration of Acceptance of Office for the ensuing 4-year term of office

Confirmed.

5. Register of Interests – to declare personal or prejudicial interests in items on the agenda

There were none.

6. To approve the minutes of the meeting held on 1st March 2023.

The minutes were circulated prior to the meeting and were **agreed** and signed as a true record.

7. Matters arising on minutes for information only

Flooding in the parish – it is thought the county council is close to finding a solution to this problem.

8. To consider and agree four Parish Council nominated trustees to the Parochial Charity

It was agreed that Richard Baker, Peter Griffiths, Barrie Kay and Barbara Wheeler be appointed as the four Parish Council nominated trustees to the Parochial Charity for the next four years.

9. Financial Update

- The accounts, budget comparison, reserves policy and bank reconciliation for the financial year ending 31st March 2023 were received and **agreed**.
- The accounts, budget comparison, reserves policy and bank reconciliation for the financial year ending 31st March 2024 as at 31st May were received and **agreed**.
- It was agreed that Little Ellingham Parish Council can exempt itself from External Audit for 2022/2023
- The Annual Governance and Accountability Statements for 2022/2023 was considered and **agreed**.
- It was AGREED to the following payments:

Mrs M Eversfield	Salary and expenses for April and May 2023	£578.13
LEVH	Hall hire – 1 st March and 21 st April 2023	£24.00
Mr R Baker	Grass cutting 2022	£150.00
Norfolk PTS	Subscription 2023/24	£55.00
Zurich	Insurance	£343.49

10. Planning

- 3PL/2023/0458/F – Change of use of existing outbuilding to mixed use comprising outbuilding and holiday let – land at Church Lane, Little Ellingham NR17 1JN. It was **noted** that the application has already been determined
- 3PL/2022/0406/F – Proposed residential conversion of barns – Hall Farm, Hingham Road, Little Ellingham NR17 1JW. It was **noted** that, despite having been submitted in April 2022, this application has still not been determined due to Natural England's position on development proposals which have the potential to affect water quality such that adverse nutrient impacts on designated habitats cannot be ruled out.
- Wood Lane Poultry Unit – Proposal to permit the rearing of 350,000 broiler chickens each year rather than the current 130,000 ducks. It was **noted** that there is concern locally about this proposal, especially regarding traffic movements, noise, odour, disposal of effluent and FYM, and insect infestation, and that a meeting had been held at the weekend with company representatives. It was **agreed** that a response to the Environment Agency would be made by the deadline of 3rd July

11. To consider revision and adoption of the following policies

- General risk assessment – the revised risk assessment was **approved**.

12. Newsletter – to agree future items for the Little Ellingham News

Deferred until the September meeting

13. Highways / Roads / Footpaths / Hedges / Trees

Issues concerning footpath maintenance and the mowing of verges in Church Avenue were **noted** and will be raised with the appropriate authorities.

14. To receive updates and discuss any actions relating to Pilgrim Foods

Peter Griffiths reported on a Community Liaison Scheme meeting on 21st April at which the following points were noted:

- 80% of employees are non-UK citizens
- Due to issues with recruitment, further automation is being considered
- For similar reasons, a change of shift patterns is also being considered
- The original cooking facility, which is still operational, has no odour filtration system
- Local concerns relating to litter and speeding traffic will be part of the company's regular team briefings

It was **agreed** to check if a change of shift patterns will require planning consent.

15. Any other business to be included on the agenda for the next meeting.

None

16. To confirm date of next ordinary meeting: Wednesday 6th September 2023 at Old School Hall, beginning at 7.30pm.

Noted

There being no other business the Chairman closed the meeting at 8.22pm.