

15/09

Minutes of an Ordinary Meeting of the Parish Council of Emneth that took place on Tuesday 28th April 2009 in the Central Hall

The meeting commenced at 7.00pm.

063/09 **PRESENT** were Councillors Mr R Waterfield (Chairman), Mrs O Graham, Mrs Y Howard, Mr M Wiles, Mr S Curtis, Mr N Terrington, Mr R Towler, Mrs G Harper, Mr J McCourt, Mr F Blake, Mr A Green, the Clerk Mrs M Sawyer, County/Borough Councillor Mr H Humphrey & two PCSO's and 17 members of the public.

064/09 **APOLOGIES** for absence were received from Borough Councillor Mr C Crofts.

065/09 **COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AS REQUIRED BY THE PARISH COUNCIL'S CODE OF CONDUCT 2007**
None declared.

066/09 **MINUTES** of the Ordinary Parish Council Meeting held on Tuesday 31st March 2009 had previously been distributed to all councillors with copies being made available for public perusal at the post office and the Central Hall notice board. They were taken as read and were signed by the Chairman as a true record.

067/09 **REPORT OF PARISH/POLICE LIAISON OFFICER & OTHER POLICE MATTERS.**

PCSO's & assured members that the forthcoming Horse Fair would be policed. Members were informed that the police had no powers to stop the event and because it was an agricultural event no special permissions were needed. The Chairman replied that this confirmed information given to the council by the Borough Planning and Environmental Health Departments.

The Chairman read out the latest crime statistics for the area.

Speedwatch literature was circulated.

A questionnaire was handed to the Chairman for completion.

The Agenda for the next Area Road Safety Meeting on 7th May was circulated.

068/09 **MISCELLANEOUS CORRESPONDENCE RECEIVED**

The following items were dealt with at the meeting:

- The Chairman reported that he had received a letter from the CAB thanking the council for its continued financial support.
- Correspondence from the Borough Council regarding responsibility for maintaining the amenity areas on Racey's Close was discussed. It was decided that the clerk should advise the Borough Council that the developer was Slayley Homes and to ask if they had any information regarding a contact address.
- A letter from The Head of Emneth Nursery School was read out. This gave apologies for not being able to attend the Annual Parish Meeting.
- Public Sector Equality Duties - literature is being circulated for information purposes only.
- Local Government Review - The Chairman circulated the latest correspondence on the matter and gave an update on the latest consultation meeting that he had attended. Councillor Humphrey explained the Boundary Commission's position and the likely way that representations would be viewed. He said that submissions supporting the status quo would be ignored and that the favoured option was for a single unitary authority. He pointed out that because the consultation period had been extended with further consultations it was necessary to make a fresh submission. It was agreed to re-submit the original document stating that if the status quo was not an option the parish council would support a single authority.

The following documents are in circulation:

- CAG/LAG Minutes of meetings
- Standards Committee Minutes of meetings
- Standards Board Bulletin 42
- Clerks & Councils Direct 62
- CPRE Fieldwork
- Norfolk Matters
- Norfolk Link 70
- Countryside Voice
- Your Norfolk
- The Playing Field
- Crime & Disorder update
- Rural Services Network newsletter
- Various reports and advertising literature.

069/09**FINANCIAL MATTERS**

- a) **Members were advised that the current balance of all accounts** was £3295.40 with £2592.23 owed by VAT Office.
- b) **Cash received since the last Meeting:**
- i) BCKLWN – Precept - £24000.00
 - ii) Anglia Co-op – Interment Fees in respect of the late Mrs L Coales - £100
 - iii) J G Cross - Memorial fees in respect of the late Phyllis Parker
 - iv) Mr A Clingo - £140.00 – Ashes interment fees and memorial tablet in respect of the late Mrs Ivy Melville
- b) **The following invoices were approved for payment:**
- i) CGM Ltd – grass cutting and extra work in the cemetery - £722.21
 - ii) Pestforce – pest control on playing field annual contract - £517.50
 - iii) E.On – unmetered supply – March 2009 - £128.94
 - iv) Allianz Cornhill – insurance premium – £1370.36
 - v) Emneth Playing field Committee – 1st quarter grant - £625.00
 - vi) BCKLWN - Waste disposal & contribution (£250) to Upwell Community Car park maintenance charges. - £1520.95
 - vii) NCAPTC – annual subscription - £356.03
 - viii) NRCC – annual subscription - £15.00
 - ix) MHB Services Ltd – footway lights maintenance contract – April/May - £82.24
 - x) Mrs M Sawyer – salary & expenses – April - £672.23
 - xi) Mr D Melton – salary & expenses – April - £48.50
 - xii) Mrs J Eady – salary & expenses – April 2009 - £144.00
- c) **Council Tax Errors**
The Chairman reported that there had been much correspondence between the Parish Council and the Borough Treasurer but to date nothing definite had been decided.
- d) **Grant Application Methodist Chapel Restoration**
Following the application received last month a copy of the organisations's last accounts had been received. This was circulated together with a quotation for new windows. Members were concerned that the balance on hand was too high for the parish council to be able to give a grant without it being questioned. It was explained that the balance at the bank was used for everyday expenses and not for major works. It was proposed by Councillor G Harper that a grant of £400 should be awarded. Councillor S Curtis proposed that it should be £500. This was seconded and agreed to be paid when the work has been completed.

70/09

PLANNING MATTERS

- 1 The following Planning Applications were discussed & determined:**
- a) **09/00454/O** – land west of 71 Church Road – construction of one dwelling – Mr T Wiles – decision on this application was deferred at the last meeting until the site had been inspected. The Chairman reported that it had been confirmed by the Planning authority that the application was in effect, a renewal of a previous approval. In the circumstances the Chairman had submitted a response in support of the application
 - b) **09/00395/F** – Homelands, Chapel Lane – extension to bungalow – Mr D Phoenix – application supported.
 - c) **09/00567/RM** – 129 Church Road – construction of two dwellings (amended design) – Mr Fenables – application supported.
- 2 It was noted that the following application has been withdrawn:**
09/00084/O – 3 The Wroe – erection of eight dwellings – Mr N Gooch
- 3 The following Appeal to the Planning Inspectorate was noted:**
08/01345/O – land south of Meadowgate House – construction of dwelling – Mrs V Brundle
- 4 E-Consultation**
The Chairman reported that he had researched the cost of a projector and screen and will provide a written quotation at the next meeting.

071/09

HIGHWAY MATTERS

It was confirmed that all matters reported at the last meeting has been dealt with as appropriate. Councillor A Green commented that the occupier of 2 Church Road had been upset to receive a letter from the Council asking him to cut his trees. Councillor Green said that in his opinion it would have been better for someone who knew the householder to have made a friendly telephone call. The Chairman read out the letter that had been sent and said that he saw nothing wrong with the way it had been written. He further said that there were procedures to follow and it was not policy to telephone people in such circumstances. It was confirmed that the offending trees had been cut back.

Hollycroft Road Posts on Verge – members were informed that correspondence from the Highways Officer stated that it was his department that had installed the posts to protect the verge from over-running.

New matters reported:

Hawthorn Road – trees growing on the verge near to Number 1 are beginning to overhang the road. Highways to be asked to cut them back.

- Elm High Road – large potholes outside Concorde Tyres
- Hollycroft Road – verge eroded and potholes on road edge outside numbers 14/16.
- Upwell Health Centre Car park – The PPC has asked the parish council to support them in their efforts to get NCC to grit the car park next winter. Councillor Humphrey said this was not possible because there was inadequate access for the gritting lorry. He said a grit bin had been offered but no-one was prepared to lay the grit.

072/09

PLAYING FIELD MATTERS

The Representative Member reported that progress was being made towards provision of the Skate Ramp and children's play area.

A letter from the Football club was read. This requested the Parish Council to supply a marquee, as usual, for use of the entrants in the Football Gala at the beginning of June. It was agreed to do so.

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073/09 FOOTWAY LIGHTING MATTERS

Damaged Column – Gaultree Square

It was reported that children had been swinging on the damaged column and it now appeared to be unsteady. The Contractor will be asked to inspect it and to hasten its removal.

074/09 AGRICULTURAL HOLDINGS MATTERS

The Chairman reported that Mr Lankfer claimed that he had not been able to crop the land off Hungate Road, due to the poor condition it was in when he took it over. He needs to do more improvements and then he will be able to crop it next year. Because of this he feels he should be given a further period free of charge to compensate him for his work and expense. After much discussion on the pros and cons of maintenance costs Councillor Curtis proposed that he should have it free for another year on condition that he fills in the dyke along the middle and signs up for a three year lease at the rate current at the time. This was agreed and the chairman was asked to negotiate with Mr Lankfer.

075/09 CEMETERY MATTERS

1 Cemetery Extension

Still no response from Mr Nash. In the absence of Councillor Crofts, Councillor Humphrey agreed to assist.

The Clerk read out a letter from the County Pandemic Influenza Planning Officer requesting information on the number of unused spaces in the cemetery and asking about any plans there might be to acquire more land. It was thought this could be used as a means of obtaining better co-operation from the Borough Council. In the meantime the Clerk will respond to the letter with the requested information.

The Chairman reported that he and the Vice-Chairman had visited Downham Market cemetery to observe the layout and to see how areas between the graves was laid with gravel with a view to doing something similar in the closed cemetery. He said that serious thought needs to be given to the matter before a decision is made.

2 Working Party Report

It was reported that there were no serious outstanding problems.

076/09 CONSULTATION DOCUMENTS

- **Local List Validation Requirements** – no comments received

077/09 TRAINING

The Power of Well Being – information on training sessions in the county and an offer to train councillors in-house for a fee of £200.00. The concept of Well-Being and the benefit to the parish was discussed at length and it was agreed the qualification would entitle the council to do no more than it does at present. It was, therefore, decided to wait and see what develops in the future.

078/09 DATE OF NEXT MEETING

The date of the Annual Parish Council Meeting was confirmed as being Tuesday 26th May 2009, commencing at 7.00pm in the Emneth Central Hall.

There being no other business to discuss the Chairman closed the meeting at 9.55pm

CHAIRMAN

Dated 26th May 2009