

## 42/08

### Minutes of an Ordinary Meeting of the Parish Council of Emneth that took place on Tuesday 2<sup>nd</sup> December 2008 in the Central Hall

The meeting commenced at 7.00pm.

**195/08**        **PRESENT** were Councillors Mr R Waterfield (Chairman), Mrs O Graham, Mrs Y Howard, Mr M Wiles, Mr S Curtis, Mrs G Harper, Mr N Terrington, Mr F Blake, Mr R Towler, Borough Councillor Mr C Crofts the Clerk Mrs M Sawyer, and one member of the public.

**196/08**        **APOLOGIES** for absence were received from Councillors Mr A Green, Mr M White, Mr J McCourt and County/Borough Councillor Mr H Humphrey.

**197/08**        **COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AS REQUIRED BY THE PARISH COUNCIL'S CODE OF CONDUCT 2001**  
None declared.

**198/08**        **MINUTES** of the Ordinary Parish Council Meeting held on Tuesday 28<sup>th</sup> October 2008 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 after making two amendments to Minute number 187/08 they were signed by the Chairman as a true record.

**199/08**        The Chairman suspended Standing Orders to permit Mr M Clayton, a Playing Field Committee member to update the Council on funding for SKATE. He said that the Playing Field Committee was hoping that the parish council would assume the responsibility for installation of the proposed skate park as this could mean a saving in VAT. Council agreed this in principle on the understanding that all Grants would be payable to the Council. Mr Clayton said that this was the intention and enquiries were being made to the funding bodies to ascertain if this was viable. He agreed to keep members up to date with his findings.

Standing orders were re-instated at 7.30pm.

**200/08**        **REPORT OF PARISH/POLICE LIAISON OFFICER & OTHER POLICE MATTERS.**

There was no Police Officer present.

Crime & Anti-Social Behaviour statistics for the month of November were circulated.

The Chairman drew attention to the presence of speed warning signs at various locations on Church Road and advised members that this was a follow-on from SAM results. He reported that it was also the intention to deploy the mobile speed detection unit in the parish.

Members discussed the haphazard parking after dark in various locations. The question of the legality of this in street -lit roads was questioned. The Clerk will enquire if there is any information in the form of flyers to be made available to the public.

Details of the current priority areas identified at the last CAG Meeting were circulated.

**201/08**        **MISCELLANEOUS CORRESPONDENCE RECEIVED**

**The following items were dealt with at the meeting:**

- **Letter from Christopher Fraser MP** enclosing his submission to Dept of Transport following the recent Speed Petition in the parish was circulated.
- **West Norfolk Fuel Poverty & Anti-Poverty Forum.** Details of background information circulated.
- **Voluntary Norfolk** – details of 'Launch' events circulated.
- **Boundary Changes.** A letter from CEO of Borough Council circulated. This urged members to join the trip to London to lobby parliament. The Chairman expressed an interest and said that he would attend if he was able.

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#### MISCELLANEOUS CORRESPONDENCE RECEIVED (contd)

The following items are in circulation:

- Standards Committee Minutes of Meetings
- CAG/LAG meeting Minutes
- The Playing Field
- Clerks & Councils Direct issue 60
- SA Road Safety Minutes
- CPRE Voice
- Gritting Routes
- Various advertising leaflets.

202/08

#### FINANCIAL MATTERS

a) **Cash received since last meeting:**

- i) Mr M Cutchey – agricultural land rent – £253.56
- ii) Mr R Hill – agricultural land rent – £785.23
- iii) Mr G Hill – agricultural land rent – £169.04
- iv) Mr K Adams – agricultural land rent – £1838.31
- v) Thornally Funeral Services – Interment fees – Ashes Plot I3 – £45.00
- vi) A Clingo – Interment fees – Ashes Plot P2 – £45.00
- vii) W & W G West – Interment fees – Burial Plot J15 – £320.00

b) **The following invoices were approved for payment:**

- i) MHB Services Ltd – footway lights maintenance contract – November/December, December/January – £166.26
- ii) CGM – grass cutting – £355.45
- iii) Eon – unmetered supply – October – £131.74
- iv) Mrs M Sawyer – salary & expenses – November – £493.34
- v) B M Willett – Tree work in parish churchyard – £400.00
- vi) SLCC – annual subscription – £35.00
- vii) Mr D Melton – playing field groundsman salary – November – £57.50
- viii) Mrs J Eady – salary & expenses – November – £183.74
- ix) Emneth Playing Field Committee – grant – £650.00

203/08

#### PLANNING MATTERS

1 **There following applications were discussed and determined:**

- a) **08/02471/RM** – 129 Church Road – alterations to rear and side elevation, addition of chimney pots – site1 and site 2 – Mr Fenables. Application supported.
- b) **08/02477/O** – 81 Church Road – construction of two dwellings – Mr J Lock – application supported with note that no attention taken of previous advice from Drainage Board.
- c) **08/02629/F** – 69 Church Road – new dwelling house with detached double garage with attic room over (partially retrospective) – Mr M Green – application supported.

2 **The following Notice of Withdrawal was noted:**

- a) **08/01956/O** – land east of 81 Church Road – construction of two dwellings.

3 **The following Planning Authority Decisions were noted:**

- a) **08/2072/F** – 2 Orchard Gardens – conversion of existing garage into self-contained living accommodation – Mr B Wicken – permission granted
- b) **08/2073/F** – 2 Orchard Gardens – retrospective application for recently erected conservatory – Mr B Wicken – permission granted.
- c) **08/2156/O** – 37 Church Road – construction of two single storey dwellings – Mr A Meek – permission refused.

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**PLANNING MATTERS (contd)**

**4 The following new property addresses were noted:**

- New development on Church Road to be number 84A
- Number 75 Church Road to be known as 'Longacre'.

**5 Residential Caravans**

A councillor commented that there seemed to be many caravans in gardens that looked lived in. The Clerk will ask the Enforcement Team how this problem is best dealt with.

204/08

**HIGHWAY MATTERS**

**New matters reported:**

The Chairman advised members that he and the Vice-chairman had met the Highways Inspector as planned and a survey of outstanding problems around the parish had been identified and noted by him. He will be contacting people who have put obstructions on the verges outside their properties. New signage for the Church Road junction will be hastened.

**Betsys Pad** – no response yet received from Drainage Board.

**Overgrown hedges** – still no improvements at various locations along The Wroe and Hawthorn Road. The Clerk to write to the householders again.

205/08

**PLAYING FIELD MATTERS**

**Poplar Trees**

There was considerable discussion of the future management of the trees. It was agreed that there is only a problem with fallen debris after periods of high wind and it would not take a team of people very long to clear it away. Borough Councillor C Crofts mentioned that a Community Service Team had recently done some work in a neighbouring parish. He agreed to make enquiries.

**SKATE**

The Representative Member reported that a new planning application is being prepared. It was confirmed that this could be done in the name of the parish council in order to take advantage of reduced fees.

**Field Maintenance Charges** - It was noted that the maintenance charges for year 4 of the contract would increase by £262.75 for the year.

206/08

**FOOTWAY LIGHTING MATTERS**

**Damaged Column**

The quotation of £557.00 for replacing the damaged light on Church Road was approved. As there appears no likelihood of identifying the vehicle involved in the accident a claim through the Council's insurers will be made.

207/08

**AGRICULTURAL HOLDINGS MATTERS**

**Rents**

The Clerk reported that most rents had been paid. Reminders have been sent for those outstanding. It was confirmed that there would be a marked decrease in rent income from now on, due to land sale.

**Fendyke Land Sale**

The Chairman reported that he had spoken to Councillor White who had said that he vaguely remembered a conversation with a lady residing on Fendyke Road. He said that it was some time in the past and he had given no more thought to it when the land did become available. The Chairman stated that he believed Councillor White and accepted his explanation. He said that he considered the matter now to be closed. Councillor N Terrington replied that he was still gravely concerned that her interest had not been put forward before the land was sold. He said that he was also concerned that the Chairman had so readily accepted Councillor White's explanation.

The Clerk reminded Members that under Standing Orders this matter could not be re-visited for a period of six months unless there was a material change in the circumstances of the topic.

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**AGRICULTURAL HOLDINGS MATTERS (contd)**

**Garden Allotments**

Councillor S Curtis advised members that the lady parishioner requiring a garden allotment was willing to take the small corner plot (18a) off Lady's Drove. There was much discussion regarding the overgrown state of the land and Councillor Curtis said that she was aware of this but was undeterred. It was proposed, seconded and agreed that she could have the land rent-free for two years to help compensate for the initial hard work. Councillor Curtis will speak to her and report back at the next meeting.

208/08

**CEMETERY MATTERS**

**1 Cemetery Extension**

The Chairman reported that he had met a Borough Council Property Services Officer on site to discuss requirements. It seems that he was under the mis-apprehension that the Parish Council was intending to purchase the land. When advised to the contrary he agreed to take the matter to the Borough Council and advise the Parish Council of the outcome in due course.

**2 Working Party Report**

It was reported that at a recent inspection it had been noted that gravediggers were again placing excess soil along the dyke bank. All Funeral directors are to be asked to ensure that they tell the gravediggers to put the soil in the low area in the corner of the churchyard to the left of the bridge. The Chairman confirmed that permission from the PCC had been obtained.

It was noted that three graves needed to be built up and turfed as a matter of urgency. The Contractor to be asked to do this ASAP. Following a question from Councillor Terrington, the Chairman said that he would try again to determine what effect the fallen tree was having on the flow of water along the dyke at the side of the cemetery.

**3 Over-sized Memorial Stone**

Members were advised that a revised application had been received from the stonemason. It was decided to leave a decision on the matter until after the Chairman had discussed the matter with the next of kin of the deceased person.

209/08

**PARISH COUNCIL WEBSITE**

Progressing.

210/08

**EMERGENCY PLANNING - COMMUNITY PLAN**

On-going.

211/08

**FREEDOM OF INFORMATION ACT - NEW SCHEME**

The document outlining the requirements of the amended Act had been circulated to all members since the last meeting. It was agreed to adopt the Model Scheme as detailed in the document.

212/08

**CODE OF CONDUCT FOR LOCAL AUTHORITY MEMBERS AND EMPLOYEES**

The document outlining the requirements of the new Code had been circulated to all members since the last meeting. No comments were received.

## **46/08**

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**213/08 TRAINING, SEMINARS ETC**

**Details of the following events were circulated:**

- i Planning - Parish Training and Information - Thursday 29<sup>th</sup> January 2009. The Clerk confirmed that four places had been reserved for this event in the Downham Market Town Hall that will commence at 10.10am and finish at 4.00pm with lunch provided.

**214/08 DATE OF NEXT MEETING**

The date of the next Ordinary Parish Council Meeting was confirmed as being Tuesday 13<sup>th</sup> January 2009, commencing at 7.00pm in the Emneth Central Hall.

There being no other business to discuss the Chairman closed the meeting.

**CHAIRMAN**

**Dated 13<sup>th</sup> January 2009**