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Minutes of an Ordinary Meeting of Emneth Parish Council held on Tuesday 3rd December 2013 at 7.00pm at Emneth Central Hall

In attendance: Cllr. R. Waterfield (in the Chair), Cllr. Terrington, Cllr. Wiles, Cllr. Towler,

Cllr. White, Cllr. Graham, Cllr. Curtis, Cllr. Oliver, Cllr. Fleet, Cllr. Harper,

Borough Cllr. Crofts, County Cllr. Humphrey.

Apologies: Cllr. McCourt, Cllr. Howard, PCSO Law.

Parish Clerk: Kate Bennett.

Public: None.

724. Apologies for absence

724.1 Apologies were given for absence and accepted as listed above.

725. Declarations of Pecuniary Interest

725.1 There were none.

726. Minutes

726.1 The Minutes of the Ordinary Meeting held on Tuesday 22nd October 2013 were agreed and signed as a true record of the meeting by the Chairman.

727. Reports

- 727.1 **Police Report** the date of the next SNAP meeting to be held at Downham Market Town Hall on Wednesday 8th January 2014 at 7.00pm was noted.
- 727.2 **Borough Councillor Report** Borough Cllr. Crofts reported that following the recent Preferred Options consultation, further site visits to Downham Market and Hunstanton had taken place by the LDF team to consider the merits of other sites submitted for inclusion in the final LDF selection, expected to be complete by mid-Summer 2014.
- 727.3 **County Councillor Report** County Cllr. Humphrey reported on 1) the ongoing BCKLWN issue of council tax discounts and the effect this has on tax base reduction and maintaining precept levels, 2) the change in May 2014 at NCC to a *Committee* style system from the current *Cabinet* system and, 3) to advise that the NCC *Putting People First* consultation related to budget cutting closes on 12th December so anyone who hasn't already commented on local issues such as mobile library services or school transport etc. should do so.

727.4 Parish Councillor Reports/Correspondence -

- 727.4.1 2014 meeting dates were distributed and noted.
- 727.4.2 The Planning Meeting minutes of Tuesday 28th October 2013 were agreed and signed as a true record of the meeting.
- 727.4.3 The Extraordinary Meeting minutes of Tuesday 19th November 2013 were agreed and signed as a true record of the meeting.
- 727.4.4 Clerk to confirm to Walsoken PC that three members of council will be attending the Public Meeting to be held in Walsoken Village Hall on Friday 24th January 2014 at 7.00pm regarding a roundabout on the A47 at the junction with Broadend Road. Cllr. Terrington made a proposal for Emneth Parish Council to support all efforts in a bid to try and get a safer junction at this location. All were in favour.
- 727.4.5 The Chairman reported that following a meeting of the Finance working party on 28th October 2013 the recommendation would be to keep the precept at £28,000 for 2014/15 (less the BCKLWN grant of £2230). All were in favour.

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728. Finance

728.1 All were in favour to pay this month's invoices.

nccou	nts for Payment November	<u> 2013</u>					
No.	Name	Chq No	Description	Net	<u>VAT</u>	<u>Total</u>	
79	KJ Entertainments*	102361	Balloon modelling (EPFC)	125.00	0.00	125.00	
80	EPFC*	102362	Balance of grant for Winter W'land event	150.00	0.00	150.00	
81	Emma Bateman	102363	Internal audit (previous cheque 102323 lost in post)	55.00	0.00	55.00	
82	Westcotec	102364	November maintenance	74.50	14.90	89.40	
83	E.on	102365	October street lighting	141.95	28.39	170.34	
84	B.T.	102366	1 Nov - 31 Jan internet services	41.85	8.37	50.22	
85	**Nicola Lane	102367	30 Sept - 27 Oct wages - 44 hours	0.00	0.00	0.00	
			28 Oct - 24 Nov wages - 44 hours	0.00	0.00	0.00	
86	CGM	102368	Litterpick bus shelter/betsy pad	38.75	7.75	46.50	
			Litterpick, mow, strim, sweep cemetery	126.00	25.20	151.20	
			Mow The Wroe	41.00	8.20	49.20	£246.9
87	Kate Bennett	102369	Expenses	103.29	9.57	103.29	
88	Norfolk RCC	102370	Bronze membership	20.00	0.00	20.00	
89	Maxey Grounds & Co	102371	Professional services for negotiations for acquisition of land	250.00	50.00	300.00	
90	EPFC	102372	VAT on purchases from Morrisons re cheque 102362	0.00	25.94	0.00	
91	HMRC	102373	PAYE	347.40	0.00	347.40	
92	**Jean Eady	102374	Wages 23 Oct to 3 Dec - 36 hours	782.20	0.00	782.20	
93	Emneth Central Hall		Hire of committee room	144.00	0.00	144.00	
94	Emneth Design	102376	Annual hosting fee & renewal of domain name	61.48	0.00	61.48	
95	EPFC		Contribution to groundworks at pavilion (Claude Coates fund)	1,250.00	0.00	1,250.00	
	*cheques already signed & issued			3,752.42		3,895.23	
	** salaries shown together re data protection						

728.2 Income received this month = £5544.03 agricultural land rents. No outstanding accounts.

728.3 Council agreed for the Clerk to instigate proceedings to enable the council to have a telephone banking facility on the bank accounts and on-line banking. All were in favour. 728.4 Cllr. Waterfield & Cllr. Graham signed a letter to Barclays Bank to increase the monthly direct debit to the Clerk following the local government staff increase of 1% from April 2013.

729. Planning

729.1 To receive Planning Applications/Decisions.

<u>Planning app 13/01278/RM</u> approval of details of landscaping at 51 The Wroe – approval granted. Noted.

Planning app 13/01616/F 3 bed 2 storey energy efficient dwelling with attached garage and associated works including hovel at 97A Hollycroft Road, Emneth – amended plans received to include planting of a couple of trees and fitting obscured glass in some windows. Noted.

<u>Planning app 13/01447/F</u> alterations and extension to existing bungalow at Leighcote, 5 Elmfield Drive, Emneth – approval granted.

Noted.

Planning app 13/01654/O Outline permission for x1 four bed dwelling at 48 Elm High Road, Emneth.

On a proposal from Cllr. White, seconded by Cllr. Curtis it was recommended to refuse this application based on an over intensive and cramped form of development. All in favour.

730. General Correspondence

730. On a proposal by Cllr. Waterfield, seconded by Cllr. Harper with all in favour, it was agreed to send Norfolk Age UK a donation of £50.00.

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731. Borough Council of KL & WN issues.

731.1 The letter from BCKLWN regarding council tax base and government funding re precept setting was distributed and noted.

732. Norfolk County Council issues.

733. Norfolk County Council Highways Issues.

- 733.1 Clerk to write to the property owners along The Wroe to request their assistance with the cutting back of their hedges at the back of their properties.
- 733.2 County Cllr. Humphrey to request help from NCC with the cutting back of the hedge at the top of Hawthorn Road opposite the row of terraced houses.
- 733.3 Clerk to ascertain with Highways if the boulders o/s 34 Hollycroft Road are a health and safety issue or not.
- 733.4 The Clerk and Chairman had met with Martin Edmunds on 19th November. The large pool of water over the pavement at the entrance to Cake Lane will be programmed for a French drain and the standing water problem in the layby o/s the Anglian Water sub-station along Scarfield Lane will be addressed. Surface water here cannot be drained into the sewer. Martin to approach Anglian Water to determine if the problem can be resolved somehow.

734. Footway Lighting issues.

734.1 Clerk to report the 7-8 streetlights that are 'out' at the roundabout near B&Q on the A47.

735. Playing Field issues.

- 735.1 QE11 Status for the Playing Field is now in place. Brian Bowser has recommended that the PC registers this and all of its other land (the agricultural holdings at Lady's Drove, Grays Lane & the Hungate) with the Land Registry. A voluntary registration based on agricultural prices will be circa £500 with legal fees of circa £500 also. A thorough measure of the land will be required initially. On a proposal from Cllr. Curtis, seconded by Cllr. Harper with all in favour it was agreed to progress the registration of all of the parish council's land.
- 735.2 On a proposal from Cllr. White, seconded by Cllr. Wiles with all in favour it was agreed to continue the grass cutting contract for the <u>Play Area</u> and <u>Football Pitch</u> with Norse for 2014 at fees of £3564.32 and £2289.86 respectively.
- 735.3 Cllr. Oliver provided a quote of £1500.00 from EPFC for laying a paved area to the outside of the main entrance to the front of the pavilion at the playing fields. On a proposal from Cllr. Curtis, seconded by Cllr. Towler with all in favour it was agreed to provide £1250.00 from the Claude Coates fund to EPFC for these works. EPFC to find the remaining £250.00 from their own funds.

736. Cemetery issues.

- 736.1 On a proposal from Cllr. Terrington, seconded by Cllr. White with all in favour it was agreed to keep the small piece of land to the rhs of the ashes section at the cemetery available for ashes interments only.
- 736.2 On a proposal from Cllr. Curtis, seconded by Cllr. Harper with all in favour it was agreed to accept the quote from CGM for £1140.00 + VAT to remove the dangerous ash tree from the churchyard.
- 736.3 A letter from John Maxey with an accompanying invoice dated 21st November 2013 confirming the Parish Council's withdrawal from negotiations regarding the possible purchase of land to the rear of the cemetery was noted.

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737.1 All 2012/13 land rents have now been received & banked.

738. Date of Next Meeting	738.	Date	of Next	Meeting
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738.1 The next meeting will take place on Tuesday 14th January 2014 @ 7.00pm.

Meeting closed at 8.40pm

Chairman's signature -----