



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 27 September 2016 at 6.30pm at Emneth Central Hall**

**In attendance:** Councillor Waterfield (Chair), Councillor Towler, Councillor Oliver, Councillor Howard, Councillor Fleet, Councillor McCourt, Councillor Wiles, Councillor Graham, Councillor White

**Apologies:** Councillor Harper, Councillor Curtis, Borough Councillor Crofts, County Councillor Humphrey

**Parish Clerk:** Kate Bennett

**Public:** 0

**MINUTES**

**1. Apologies for absence**

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

**2. Declarations of Pecuniary Interest**

2.1 There were no declarations of pecuniary interest to be made on this month's agenda.

**3. Minutes**

3.1 The Minutes of the Ordinary Meeting of Tuesday 30 August 2016 were agreed and signed as a true record of the meeting by the Chairman.

**4. Public Forum**

There were no members of the public present therefore no need to suspend the meeting for the Public Forum.

**5. Reports**

**5.1 Police Report**

5.1.1 The date of the next *Safer Neighbourhood Action Panel* meeting was noted as Wednesday 5 October at Downham Market Town Hall, 7pm. It was resolved to report the recent spate of burglaries in the village to Homewatch.

**5.2 Borough Councillor Report**

No report.

**5.3 County Councillor Report**

No report.

**5.4 Parish Councillor Reports/Correspondence**

5.4.1 It was resolved, with all in favour, to approve the Minutes of the Planning Meeting of 20 September 2016.

5.4.2 The Chairman reported that Councillor K Green had unfortunately had to resign from the Parish Council due to ill health. A Notice of a *Casual Vacancy* has been advertised on the village hall noticeboard and the parish council website, to be displayed until 11 October 2016.

**6. Finance**

6.1 It was resolved, with all in favour, to approve the list of payments for the month.

| <b>Payments - September 2016</b> |                        |                 |                 |               |   |
|----------------------------------|------------------------|-----------------|-----------------|---------------|---|
| <b>Payee</b>                     | <b>Goods/ Services</b> | <b>VAT</b>      | <b>TOTAL</b>    | <b>dd/chq</b> | <b>Supplier/Service</b>   |
| Kate Bennett*                    | 1,048.80               | 0.00            | 1,048.80        | d/d           |   |
| Kate Bennett Expenses            | 42.27                  | 4.21            | 46.48           | 102732        | Stamps, mileage, photocopying   |
| Jean Eady*                       | 0.00                   | 0.00            | 0.00            | 102733        |   |
| Nicola Lane*                     | 0.00                   | 0.00            | 0.00            | 102734        |   |
| HMRC                             | 156.80                 | 0.00            | 156.80          | 102735        |   |
| Westcotec                        | 87.66                  | 17.53           | 105.19          | 102736        | September street light maintenance  |
| E.on                             | 153.09                 | 30.62           | 183.71          | 102737        | August energy charges   |
| Glazewing                        | 90.00                  | 18.00           | 108.00          | 102738        | Empty & hire of x2 660l wheelie bins 3/8/16 to 31/8/16 (5 weeks)          |
| Advanced Payroll Services        | 15.00                  | 0.00            | 15.00           | 102739        | August Payroll  |
| British Telecom                  | 21.60                  | 0.00            | 21.60           | 102740        | September line rental   |
| R W Waterfield                   | 26.89                  | 5.38            | 32.27           | 102741        | Black sacks and fuel for lawn mower (p/f £16.79 and Highways £10.10)      |
| CGM                              | 1,287.00               | 257.40          | 1,544.40        | 102742        | Pollard mature ash tree (churtyard) August 2015                           |
| CGM                              | 140.00                 | 28.00           | 168.00          |               | Churtyard/cemetery maintenance - £130.25 cemetery £9.75 Betsy Pad 22/8/16 |
| CGM                              | 140.00                 | 28.00           | 168.00          |               | Churtyard/cemetery maintenance - £130.25 cemetery £9.75 Betsy Pad 10/8/16 |
| Emneth Design                    | 22.50                  | 0.00            | 22.50           | 102743        | Website update service  |
| EPFC                             | 750.00                 | 0.00            | 750.00          | 102744        | 2nd Quarterly grant payment   |
| Terry Wiles                      | 720.00                 | 0.00            | 720.00          | 102745        | £540 Playing Field, £180 Highways   |
| Norse Eastern Ltd.               | 3,134.88               | 626.97          | 3,761.85        | 102746        | Football pitches (£1226.21), Play Area (£1908.67)                         |
|                                  | <b>7,836.49</b>        | <b>1,016.11</b> | <b>8,852.60</b> |               |   |

/2...

\*salaries shown together

6.2 Income since the last meeting was noted at £1850.00 (cemetery).

## **7. Planning Applications**

7.1 To receive and consider Planning Applications and Decisions since the last meeting

**Planning application 16/01627/RM**, Construction of 1 dwelling at Campbell House, 54 Hollycroft Road, Emneth. It was resolved to approve the application, with all in favour, adding a comment regarding the access onto a single track and potential road widening being a requirement.

**Planning application 16/01667/RM**, Construction of a dwelling at Plot 5 Hollycroft Road, Emneth. It was resolved to approve the application with all in favour.

**Planning application 16/01631/F**, Proposed replacement farm shop and sales including removal of container and associated structures at Tramways, Outwell Road, Emneth. It was resolved to defer consideration of this application to an October Planning Meeting as sufficient documents were not available on the planning portal to make an informed decision.

## **8. General Correspondence**

No report.

## **9. Borough Council of King's Lynn and West Norfolk Issues**

9.1 An email was noted regarding their 2017/18 Council Tax Support Scheme consultation.

9.2 Following recent discussions with the *Property Addresses* department it was resolved to ask to include an article in the next issue of *The Messenger* requesting residents to clearly name and/or number their properties to enable Emergency Services to locate their properties more easily should they ever need to. Many properties in the village are not displaying a number and/or name but each is legally bound to reference the ***Town and Improvement Clauses Act 1847 s.64 & 65*** (for numbering of properties).

9.3 It was noted that the Report into the Examination of the *SADMP* from the Inspector had now been received by the Borough Council and a proposal to formally adopt it ***with the suggested modifications*** will be made on 29 September.

## **10. Norfolk County Council issues**

No report.

## **11. Norfolk County Council Highways Issues**

11.1 It was resolved for the Clerk to write several letters to residents regarding their overgrown hedges.

## **12. Footway Lighting issues**

12.1 It was noted that the Clerk had reported several lamps out this week.

## **13. Playing Field issues**

No report.

## **14. Cemetery issues**

14.1 It was noted that there had been a lot of extra tidying up to carry out this month following a recent, large funeral.

14.2 The Cemetery Committee has commenced its investigations into the purchase of further burial ground for the cemetery and will be in a position to provide Council with an update on the situation next month.

## **15. Agricultural holdings**

15.1 Itech will be carrying out a trial with a security camera at the Ladys Drove allotments in a bid to try and stop the habitual dumping of tyres at this location.

## **16. Date of Next Meeting**

16.1 The next meeting will be on Tuesday 25 October 2016 at 6.30pm.

Meeting closed at 7.45pm

Chairman's signature .....