



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 24th April 2018 at 6.30pm, Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Towler, Councillor McCourt, Councillor Groves, Councillor White, Councillor Oliver, Councillor Howard, Councillor Fleet, Councillor Harper, County Councillor Humphrey, Borough Councillor Crofts

Apologies: None

Parish Clerk: Kate Bennett

Public: None

MINUTES

1 Apologies for absence

1.1 No apologies received.

2 Declarations of Pecuniary Interest

2.1 Councillor Howard declared a pecuniary interest in item 14.2 on the agenda – *to consider findings from investigations into the suitability of land at Church Road for use as a burial ground.*

3 Minutes

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of 27th March 2018 as a true record of the meeting. These were signed by the Chairman.

4 Public Forum¹

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

5 Reports

5.1 Police Report

5.1.1 The monthly newsletter had been received and circulated.

5.1.2 It was noted that Councillor Waterfield had endeavoured to attend the meeting with Inspector Cant at Downham Market Police Station on 12th April but had been unable to gain entry into the building. Inspector Cant has agreed to appraise Councillor Waterfield on the findings of the meeting in due course.

5.2 Borough Councillor Report

5.2.1 The detail of the *National Planning Policy Framework* is being reviewed and a public consultation is currently ongoing.

5.2.2 Associated costs surrounding *planning appeals* and who will be liable are currently being reviewed.

5.2.3 From 2019 an administration fee will be charged to *all* parish councils to cover the costs surrounding parish elections (expected to be about £300.00).

5.2.4 The new ward boundaries have now been confirmed. There are now 55 councillors (there used to be 62). Emneth is now in the ward known as *Emneth and Outwell* (no longer *Emneth with Outwell*).

5.3 County Councillor Report

Nothing further to report following a comprehensive report earlier on in the month at the Emneth Annual Parish Assembly (see Parish Assembly Report of 17th April 2018).

5.4 Parish Councillor Reports/Correspondence

5.4.1 It was resolved to accept the report from the Parish Assembly of 17th April 2018. This was signed by the Chairman.

5.4.2 It was resolved with all in favour to approve expenditure of £50.00 to NorfolkALC for costs associated with general data protection regulation advice.

¹ The Public Forum is 15 minutes.

6 Finance

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

Payments - April 2018					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
EMPLOYMENT	1,127.64	0.00	1,127.64	d/d	Monthly salary
Kate Bennett Expenses	80.58	7.56	88.14	102960	Stamps, mileage, photocopying, stationery
Jean Eady	0.00	0.00	0.00	102972	40.5 hours
Nicola Lane	0.00	0.00	0.00	102973	44 hours
HM Revenue and Customs	148.80	0.00	148.80	102974	PAYE
Westcotec	87.66	17.53	105.19	102975	April street light maintenance
Emneth Design	49.95	0.00	49.95	102976	Website update service - March and April
Emneth Central Hall	14.35	0.00	14.35	102977	Insurance premium for equipment at village hall
Glazewing	175.20	35.04	210.24	102978	Waste collection - cemetery/playing field
Fenland Hygiene	3.68	0.73	4.41	102979	Balance owed for black sacks
NorfolkALC	434.68	0.00	434.68	102980	Annual subscription
Upwell PC	8.33	1.66	9.99	102981	Third share of Grants & Funding Training
Kings Lynn IDB	297.56	0.00	297.56	102982	Agricultural drainage rates, Ladys Drove, East Meadowgate and Hungate Road
Cemetery Development Services	800.00	160.00	960.00	102983	Site investigations to allotment land at Hungate Road for future burial facility
CGM Group	120.00	24.00	144.00	102984	Build up and turf grave plots O14 and N25
B.T.	16.00	3.20	19.20	102985	March phone services
	3,364.43	249.72	3,614.15		

*salaries shown together (data protection).

6.2 Income since the last meeting was noted at £480.00 (cemetery).

6.3 It was resolved with all in favour to approve a pay increase for the Clerk in line with the new pay scales supplied from NorfolkALC.

7 Planning Applications

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

7.1.1 To consider **Planning Application 18/00572/CU**, Change of use from former College of West Anglia Equestrian School to mixed domestic and commercial equestrian use at Meadowgate Lane, Emneth. It was resolved to *approve* the application.

Planning Application 18/00567/F, proposed two storey extension at Woodgate House, Hollycroft Road, Emneth. It was resolved to *approve* the application.

7.1.2 Decisions

Planning Application 18/00076/F, 20 The Lovells – extensions to existing house and new detached double garage. Approved.

Planning Application 17/02163/F, 56 Elm High Road – erection of four three bedroom semi-detached dwellings. Approved.

Planning Application 17/02184/F, Sherwood, 24 Hollycroft Road – demolition of existing garage and car port and construction of new triple garage. Approved.

Planning Application 17/02314/O, The Queens Head, 33 Gaultree Square – single detached dwelling. Approved.

Planning Application 17/02386/O, 56 Elm High Road – residential development of three dwellings and associated parking. Approved.

Planning Application 18/00018/F, Land to rear Tudor Lodge, 98 Church Road – construction of one new dwelling. Refused.

7.1.3 It was noted that the public consultation on the *National Planning Policy Framework* is currently ongoing. Clerk to provide all members with a link to the information on the Borough Council website.

8 General Correspondence

8.1 It was resolved with all in favour to donate £50.00 to Norfolk Age UK.

8.2 Correspondence from the Royal Air Force regarding RAF Marham and a new runway was noted.

8.3 A letter from the Wisbech and Fenland Museum requesting help with further volunteers was noted. Their poster to be included on the website.

9 Borough Council of Kings Lynn and West Norfolk Issues

9.1 Final recommendations for ward boundaries in King's Lynn and West Norfolk have been published.

Councillors will reduce to 55 from 62. Emneth's ward is known as *Emneth and Outwell* (used to be Emneth with Outwell).

9.2 Fly tipping at Fendyke Road has been noted and reported.

9.3 Confirmation of any *Community Infrastructure Levy* payments due to the parish council from the Borough Council is expected by the end of April 2018.

10 Norfolk County Council issues

10.1 Nothing further to report yet on the sale of the land at the Emneth/Elm border. Still awaiting sight of the *draft* Minutes from Norfolk County Council.

11 Norfolk County Council Highways Issues

11.1 Pot holes in the parish continue to be an issue. All must be reported via the following link, <https://apps.norfolk.gov.uk/HighwaysDefect/>

12 Footway Lighting issues

12.1 It should be noted that E.on have not sent any invoices to the parish council since February 2018. Awaiting notification of the reduction in charges following the installation of the LED lamps at the beginning of the year.

13 Playing Field issues

13.1 A 'colour fun run' will take place on 26th May 2018, 12-7pm.

13.2 Councillor Waterfield is awaiting a quote for the topping of some of the trees at the playing field.

Councillor McCourt left the meeting.

13.3 The idea of having a *Graffiti Wall* at the playing field is being investigated.

13.4 A new mud track circuit for mountain bikes at the playing field is also being investigated.

13.5 The creation of a *Youth Council* for the village is being discussed.

14 Cemetery Issues

14.1 Clerk to progress the investigation of six graves at the cemetery with a grave digger.

14.2 The Environment Agency has confirmed that they require a Tier 1 Risk Assessment to be carried out on the land at Church Road to deem it suitable for burial ground (or not).

14.3 Correspondence from the Parochial Church Council congratulating the parish council on the maintenance of the cemetery and churchyard was noted.

15 Date of Next Meeting

15.1 The next meeting will be Tuesday 29th May 2018 at 6.30pm at Emneth Central Hall, Emneth – the **Annual General Meeting**.

Meeting closed at 8.00pm

Chairman's signature