

Draft Meeting Minutes of Emneth Parish Council

Tuesday 25th April 2023 at 7.15pm held in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Pearson, Councillor Wiles, Councillor Groves (Chairman), Councillor Howard, Councillor Curtis, Councillor Finnis, Councillor Purchase, Councillor McCourt, Councillor Tingley, Councillor Fry, Councillor Kok and Councillor White. Also present: Kate Bennett (Parish Clerk) and one member of the public

Apologies: Borough Councillor Crofts

1 Welcome

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

Apologies for this month's meeting were received as above and approved.

3 Members' Declarations of Interests in items on the agenda and any dispensations required considered

No declarations of interests were given for this month's meeting and no dispensations were requested.

4 Open Forum for Public Participation: 15 minutes; no report.

5 To approve the Minutes of the meeting held on 28th March 2023

It was resolved with all in favour to approve the Minutes of last month's meeting and these were signed as a true record by the Chairman.

6 Clerk to provide an update on any matters no included on this month's agenda

- a) A new pair of goal posts for the Playing Field have now been purchased at a cost of £3,958.00 + Vat (all grant funded) and delivery is expected w/c 24th April 2023.
- b) Works to replace the bus shelter with solar lighting adjacent to The Peel Centre, A1101 Elm High Road (all grant funded) are expected to commence May 2023.
- c) The application for a new dog waste bin for Scarfield Lane has now been approved by Norfolk County Council; Clerk to progress with its installation.
- d) An Emergency Plan for the Parish will be produced in 2023.
- e) The Clerk had attended some further Cemetery Management Training with the Norfolk Association of Local Councils.
- f) Delivery charges for the suggested new bench were exorbitant (£168.00); Clerk to investigate another supplier.

7 Finance

- a) It was resolved with all in favour to approve the April 2023 Payments List as presented.
- b) Income received since last meeting: £41,000.00 (Precept 2023/24) and £680.00 (cemetery).
- c) It was noted that the Parish's 15% share of Community Infrastructure Levy funds from the Borough Council for this period were expected imminently; £767.76.
- d) It was resolved with all in favour to instruct Caroline Hall to carry out a tree survey in the churchyards / cemetery this year.
- e) The Clerk has met with a local building contractor to get a quote for repairs to the church wall.
- f) The Borough Council's *Annual Parish Cil Report* was signed. Receipts for the financial year 2022/23 were noted at £2,419.97 and were expended on works to trees and grounds maintenance in both churchyards and the cemetery.
- g) It was resolved with all in favour to make a donation of £300.00 to Emneth Central Hall Committee for the Parish Coronation celebrations planned for Sunday 7th May 2023.
- h) It was resolved to add Councillor Purchase as a signatory on the bank account.

i) Councillor McCourt and Councillor Curtis verified the bank statements.

8 Planning

a) To consider any outstanding planning applications since last meeting:

Planning application 23/00574/O for residential development of up to 4 dwellings at land opposite Prospect House, 107 Elm High Road, Emneth; it was resolved to object to this application on the grounds of a) over-development of the site and b) as the proposal is on the previous site of the Wisbech Canal, councillors would like to see evidence from a preliminary site investigation and risk assessment reporting any unexpected contamination before any type of development is permitted here.

b) To note any planning decisions made by the Local Planning Authority / appeal notifications

- Planning application 22/02315/F 141B Elm High Road, Emneth; application permitted for change of use to form a dog grooming business and form a new drop kerb access.
- Planning application 22/02091/F land South of 37-39 Gaultree Square, Emneth; application refused for the erection of a 2-storey 3 bedroom dwelling.

Not all decisions on planning applications for the Parish are resolved upon at a monthly meeting; some are considered during the course of the month and resolved upon online. Details of all planning applications considered by Emneth Parish Council can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

9 Parish Matters

a) It was noted that the Parish of Emneth has an uncontested election on 4th May 2023.

b) Following consultation with Bowers Solicitors it was resolved to agree for two councillors to sign the deed / agreement (Section 38 of the Highways Act 1980) between Up Stream Ltd., Norfolk County Council and the Parish Council relating to the adoption of the road, pavement and street lighting at the new development at Hungate Road.

c) It was resolved to approve the street lighting design from Norfolk County Council for 29 LED lamp columns at The Elms, 11-37 Elm High Road.

10 To note general correspondence received since last meeting

a) A letter had been received from a resident of Gaultree Square regarding the barriers at the rear of the Hall; the Chairman had dealt with the enquiry.

b) An email from a resident complaining about the overall condition of the Playing Field car park was noted and had been actioned by the Clerk.

c) A letter addressed to the Clerk and posted to the Hall referencing concerns over wood piles on the canal towpath had been received and noted on 25th April 2023; Clerk to action.

11 To discuss Playing Field issues

a) Quotes are currently being investigated to resurface the car park. Clerk to assist with the funding application via the Borough Council in July 2023 when bids are invited once more.

12 Cemetery Issues

a) Clerk to purchase a new bench for beyond the church wall near to the village sign.

b) Clerk to progress a tree survey in the churchyards / cemetery this month.

c) Clerk to chase a quote for repairs to the church wall.

13 Allotment Land issues; no report.

14 To discuss Central Hall issues

- a) A Wifi extender is still needed to make use of the CCTV at the rear of the Hall.

15 To discuss Norfolk County Council issues including highways

- a) Residents are reminded to report pot holes directly via the Norfolk County Council website / link here refers; [Potholes - Norfolk County Council](#)

16 To note any communications from the Police since last meeting

- a) The Police & Crime Commissioner is hosting online ‘Time to Talk’ sessions which are open to the public;
[‘Time to Talk’ to your Police and Crime Commissioner – March 2023 | Norfolk PCC \(norfolk-pcc.gov.uk\)](#)
- b) Emneth’s Beat Manager is PC Andy Wise.
- c) The Community Engagement Officer for Emneth is Paula Gilluley Paula.gilluley@norfolk.police.uk
- d) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

17 Items for the next meeting agenda

- To co-opt any interested parties onto the Parish Council to fill the two casual vacancies
- Resolve to approve the 2023 2024 annual parish council insurance renewal premium
- Resolve to adopt a new Code of Conduct for the Parish Council
- To consider the access arrangements for The Elms, Elm High Road
- To consider a quote received to carry out repairs to the church wall

18 To consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed; no report.

19 Date of Next Meeting

The next meeting will be the Annual Parish Council Meeting (AGM) and will be held on Tuesday 23rd May 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 8pm

Chairman’s signature