

Page 93

Minutes of Emneth Parish Council meeting held at on Tuesday 30th August 2011 in Emneth Central Hall, Emneth at 7.00pm.

In attendance: Cllr R. Waterfield (in the Chair)

Cllrs: - Mr S. Curtis, Mr J. Fleet, Mrs G. Harper, Mrs Y Howard, Mr J. McCourt,
Mr P. Oliver, Mr N Terrington, Mr R.Towler, Mr M Wiles & Mr M. White.

Parish Clerk: Mrs M. Meyrick
Borough Council: Cllr Crofts
County Council: Cllr Humphrey
Norfolk Constabulary: PCSO Ross
Playing Field Committee: Mr M. Clayton

Public: 0

331. Apologies & Reasons for Absence

331.1. Cllr Graham

332. Declarations of Interest

322.1. There were no declarations of interest.

333. Minutes

333.2. The minutes of the meeting of the Council held on Tuesday 26th July 2011 – Amendments – Page 88, item 321.3.2, 1st line should read ‘gate adjacent to the bowling green’ and 3rd line & decision box should read ‘play area’ instead of bowling green – subject to these amendments the minutes were agreed and signed as a true record by the Chairman.

There was no public session as there was no public in attendance.

It was agreed to move item 11 on the agenda forward to this point for discussion.

334. Playing Field issue.

334.1. Mr Clayton informed the Council that the Playing Field Committee now only has 5 Trustees. The committee considered the offer of the Big Lottery grant at their last meeting and had decided to accept it. The duration of the legal relationship with the Big Lottery lasts for 5 years and the committee has an obligation to make sure the equipment is well maintained and remains in good order. Orders have been placed with suppliers and work on the fencing for the play area started today. It is hoped that landscaping will commence on the 12th September and finish at the end of October, weather permitting. The launch event date will be set once the committee are more confident of the completion date.

334.2. The specification for the perimeter fencing has not gone out yet as it is so detailed we want to get it right. It is hoped to be ready by the next meeting.

Chairman's Signature _____

Page 94

334.3. The committee feel that the work of the Safer Neighbourhood Team tackling the issue of anti-social behaviour during May-August has been successful. This is as a result of attending SNAP meetings requesting that this be one of their priorities.

334.4. CCTV – The committee has not got any further forward with this at the moment but will look into this once the play area is completed.

334.5. Replacement of Caretaker – The current caretaker was only ever short term as her request. Mr Clayton will draft an advert for this post. An idea was put forward to do a leaflet drop to residents on Hungate Road advertising the post.

It was agreed for an advert to be placed advertising the post of Caretaker and it was also agreed to distribute leaflets to residents of Hungate Road.

334.6. There was a discussion regarding the position of Parish Council representative on the Playing Field Committee. Cllr Wiles name was put forward but he stipulated that he would not be able to take on the role until the autumn.

It was agreed for Cllr Wiles to be the Council Representative on the Playing Field Committee commencing in the autumn.

335. Reports.

334.1. Police Reports – Since the 12th July there has been 3 reported incidents which included 18 conifers uprooted and stolen, criminal damage and theft of motor vehicle. There were incidents of anti-social behaviour around 2 months ago which the parents of the young people involved were given letters informing them of their child's behaviour which seems to have had an effect.

334.2. Borough Councillor Reports – It has been a quiet month as the Council is in recess and there has only been one meeting. The LDF team will be consulting during September/October on the preferred sites that are outside of the building envelope at the present.

334.3. County Councillor Reports – There is a push to try and get higher technology into Norfolk. West Norfolk is benefitting as Cambridge is becoming more and more expensive to live in so people are migrating there. County has received a grant of £15 million for broadband. Developers want more first time buyers but they cannot get the money to buy. Any house development of 5 or more has to have 1 as affordable housing which includes the part ownership houses.

334.4. Parish Councillor Reports/Correspondence – Cllr Howard reported that the planning application for the proposed Willows Incinerator will be going to the Planning Inspector to determine. The village shop has been told that they cannot sell fruit & vegetables from its garage area unless it applies for a change of use. The question was asked if the Parish Council had any knowledge of this. Cllr Howard was informed that at no time did the Parish Council inform Planning Enforcement and has no idea who did.

Chairman's Signature _____

335. Finance

335.1. Finances since last meeting.

Accounts for payment August 2011						
NO	Name	Chq No	Description	Net	VAT	Total
112	Mrs Melton	102087	Salary - July	118.60	0.00	118.60
113	Mrs Eady	102088	Salary - Aug	177.90	0.00	177.90
114	Mrs Meyrick	S/O	Salary - Aug	508.17	0.00	508.17
115	Mrs Meyrick	102089	Expenses	34.21	0.00	34.21
116	CGM	102090	Grounds Maintenance - July	299.25	59.85	359.10
117	CGM	102090	Maintenance to graves x 5	325.15	65.03	390.18
118	BT	102091	Internet Connection Aug-Oct	37.50	7.50	45.00
119	E-on	102092	Street Light Electric - July	138.72	27.74	166.46
120	MHB Services Ltd	102093	Street Light Maint - Aug - Sept	76.96	15.39	92.35
121	Fenland Hygiene	102094	Re-imburse - R. Waterfield	12.90	2.58	15.48
122	SLCC	102095	Norwich Regional Conference	16.25	3.25	19.50
Total				1745.61	181.34	1926.95

It was agreed to pay the accounts for August as listed.

335.2. Income received & outstanding accounts.

Income Received

Name	Description	Amount
GH Linnell	Memorial Fees	160.00
MJ Coates	Memorial Fees	80.00
HM Revenue & Customs	VAT Refund	624.99
Total		864.99

Invoices Outstanding - There were no invoices outstanding.

335.3. Financial risk assessment – Each Councillor was given a copy prior to the meeting. The external auditor requested this to complete the external audit. It will be reviewed on an annual basis.

It was agreed to accept the Financial Risk Assessment as listed but with an amendment to 'Contracts - Approve the practice of seeking quotes for cemetery maintenance and grounds maintenance every year or by the term of the contract by issuing specifications to contractors expressing an interest'.

335.4. CAB continuation of grant – The request is to continue with the support of the parish council to pay for the room hire and 2 sessions per month at a cost of £28.50 per session. Cllr McCourt proposed and Cllr White seconded to pay for one session per month. The Council would like to receive a report at the end of March 2012 giving details of the amount of people that used their services.

Chairman's Signature _____

It was agreed to grant the CAB the cost of running one session per month from October to March at a cost of £171

336. Planning

336.1. Planning Applications There are no late applications

336.2. Planning Decisions.

11/01295/A - Advert Consent: Proposed external illuminated signage to petrol filling station - 40 Elm High Road

336.4. Notification was received of an Appeal re: Enforcement on land at 87 Elm High Road – the enforcement notice alleges that the extension and alteration of the buildings were carried out without planning permission.

337. General correspondence.

337.1. Correspondence was received from Upwell Parish Council regarding the Joint Meeting. They suggested meeting on a Monday evening in October and to invite Outwell, Nordelph, Marshland St James, Downham West as well as Upwell and Emneth. They asked for the council to submit an agenda item for discussion. Upwell are suggesting joint street light electric contract and joint training meetings. There followed a discussion.

It was agreed to put forward Grounds Maintenance as an item to be added to the joint meeting agenda.

337.2. The SLCC Branch August newsletter was e-mailed out but there is a hard copy available.

337.3. Details of Norfolk RCC Funding training event was received. This is for the 24th September between 10am-12.30pm at the King's Lynn Scout HQ in South Lynn. It gives advice on better funding applications, sessions from representatives from the Big Lottery and WREN.

337.4. TDetails of training events held by SLCC, details of events include 'Working With Your Council', Regional and National Conference as well as a Cemetery training course. It was put forward to add the Cemetery training course cost to the budget considerations for the next financial year.

337.5. Late correspondence.

337.5.1. An e-mail was received from Norfolk First Responders informing the Council that the Downham Market branch of the first responders is no longer in existence.

337.5.2. Community Car Scheme – The Clerk has been contacted by the Cambridgeshire branch who has a number of clients in the Emneth area. Cambridgeshire County Council does not have a problem with this as long as the insurance cover for drivers is taken care off. The car scheme team originally contacted the Clerk looking for funding but they are due to meet with Norfolk County Council soon to discuss how they can help with this. The Clerk has suggested that they come back to us once this meeting has taken place.

Page 97

338. Borough Council of KL & WN issues.

338.1. Correspondence was received regarding Gypsy Encampments. This relates to Basildon District Council serving 28 days' notice on 90 Traveller families who have encamped at Dale Farm site in Essex. The Borough Council is drawing the Council's attention to the Norfolk protocol for managing unauthorised encampments that is currently in place. It aims to ensure an effective and consistent approach to reduce any impact on the settled and Traveller communities.

338.2. Correspondence was received from West Norfolk Sports Council. The sports council is making available to local sports clubs a number of small grants of up to £200 to help stage events or initiatives linked to the Olympic Games. Sports involved would need to be amongst those that are included in the Games.

338.3. A copy of adopted LDF Core Strategy was received.

339. Norfolk County Council issues.

339.1. An acknowledgement letter was received in response to a copy of the letter sent to Eric Pickles MP requesting the proposed incinerator planning application to be called in.

339.2. Highway issues reported.

Pothole – Land between Elmside and Hollycroft Road opposite the school.

Pothole – south of entrance to Dial Farm on Outwell Road.

Water main cover missing – Entrance to Elmside.

Overgrown hedge – 1 Hawthorn Road, the hedge is getting worse – concern was expressed that emergency vehicles would have difficulty gaining access.

Heap of rubble – House outside old Vicarage – This to be looked into.

Overgrown verge – Tram station corner on A1101.

340. Footway Lighting issues.

340.1. The Clerk reported that the street light contractors have updated their website to allow Councils to have access to more information via a log in page. In the near future faults will be able to reported directly via the website.

341. Cemetery issues.

341.1. There was no report given.

342. Royal Celebrations for 2012.

342.1. Cllr Waterfield reported that the last meeting was well attended and ideas were being gathered together for the event. Information will be put in the next newsletter for volunteers to come forward. The next meeting will take place on the 1st November.

343. Queen Elizabeth Playing Field Scheme.

343.1. There is a tight deadline as the application to include the playing field into the scheme is tomorrow. There is a £1 million fund that might be available for the Jubilee event. Cllr Terrington proposed and Cllr Curtis seconded to go ahead with the scheme.

Chairman's Signature _____

It was agreed for Cllr Waterfield to go ahead with registering the playing field on the Queen Elizabeth Playing Field Scheme.

344. Date of Next Meeting

344.1. The next meeting will take place on the 27th September 2011.

Meeting closed at 8.35p.m.

Chairman's Signature_____