

Meeting Minutes of Emneth Parish Council
Tuesday 31st August 2021 at 6.30pm held at Emneth Central Hall (draft)

Parish Councillors present: Stephen Curtis (Chair), Roland Fry, Brenda Poole, Yvonne Howard, Mark Purchase, Mike Wiles, Michael Pearson, Dan Finnis. Also present: Kate Bennett (Parish Clerk) and Borough Councillor Chris Crofts and two members of the public

1 Welcome

The Chairman opened the meeting and welcomed everyone.

2 Apologies for absence

Apologies were received from Chris Dawson (District Councillor), Councillor Groves, Councillor White, Councillor McCourt and Harry Humphrey.

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

No declarations of interests were given and no dispensations were required.

4 Open Forum for Public Participation: 15 minutes

One member of the public present wished to address Council concerning some overgrown vegetation in the dyke along the non-commissioned drain at Hollycroft Road; he also requested support from the parish council with help in deterring inconsiderate parking outside the school at drop-off and pick-up times. Clerk to action where necessary.

5 To approve the Minutes of the meeting held on 27th July 2021

It was resolved to accept the Minutes of the last meeting as a true record and these were signed by the Chairman.

6 Clerk to provide an update on matters not included on this month's Agenda; no report.

7 Finance

- a) It was resolved to approve all the outstanding payments per the Payments List attached to these Minutes.
- b) Income since the last meeting was noted at £0.00.
- c) It was resolved to approve expenditure of £40.00 for Councillor Fry to attend some councillor training.
- d) Balance of Current Account at 31st August 2021, £72,921.38 and the balance of the Claude Coates fund, £34,405.30.

8 Planning

- a) To consider planning applications since last meeting;
Planning Application 21/01691/F to construct a sheltered canopy at WM Morrisons, Elm High Road, Emneth; it was resolved to support this application.

Planning application 21/01606/F change of use and permanent siting of static caravan at A47 lorry wash, Emneth Services South; it was resolved to support this application.

- b) To note any planning appeal notifications since last meeting: no report
- c) To note any decisions from the Borough Council since last meeting:
 - Planning Application 21/01264/F Rosedale, 10 Mill Road, Emneth single storey rear extension; permitted.

- Planning Application 21/00767/F Land South of 40 Gaultree Square, Emneth development of one dwelling; permitted.
- It was resolved to submit a representation prepared by Councillor Howard to the Borough Council's Local Plan Review Consultation requesting that site G34.1 at Elmside is de-selected from the Local Plan.
- Neighbourhood Plan preparations are still on-going; nothing further to report this month.

9 To discuss internal parish council issues

- a) It was noted that the Clerk had written to a few households along The Wroe requesting assistance with the cutting back of overgrown vegetation from their properties onto the footpath at Elmside that runs behind their properties.
- b) It was noted that the reported overgrown vegetation over the footpath at St. Edmund's Drive has now been dealt with.
- c) It was noted that the purchase of four pavement signs to deter parking at Hollycroft Road and Hungate Road/Playing Field plus four hi-viz 'Parking Marshall' vests have now been delivered and are currently with Councillor Purchase for safe-keeping.
- d) It was noted that the next Friends of Elm and Emneth Towpath meeting will be on 9th September in the portacabin at Begdale at 6.30pm; Councillor Purchase will be attending.

10 Cemetery Issues

- a) A quote had been received from CGM Group for a survey of the ash trees (£530.00). It was resolved to wait until next year when a further tree survey for all of the trees in the cemetery/churchyard will be carried out when any ash die-back present can be identified.
- b) It was resolved to request CGM to provide '*before and after*' photographs when carrying out works at the cemetery/churchyard.
- c) It was resolved for the Clerk to arrange a site meeting with CGM Operations (East) and the Cemetery Committee to discuss current areas of concern.
- d) An update on a columbarium wall to be deferred to the next meeting when Councillor Groves will be present.
- e) Full grave burials are being offered to *residents* of the parish *only* as of 1st January 2020¹. It should be noted that the provision of cemetery services within a parish is a discretionary service.

11 To discuss Norfolk County Council issues including highways

- a) Following a site meeting with Highways we are still awaiting information relating to road improvements for Mill Road and quotations for informal footways at Hollycroft Road and Church Road.
- b) It was noted that the new footpath from Gaultree Square to the playing field will be completed this month.
- c) Clerk to write to a resident of Elmside/Hollycroft Road requesting that they cut back their overgrown hedge on Elmside.
- d) A letter from a resident of Church Road was noted requesting the extension of the footpath at Church Road to be extended to between 54 and 62 Church Road. It was resolved not to progress with this at this stage as there were other priorities in the village that would benefit a larger part of the community.
- e) It was noted that bids are being invited to the 2022/23 Parish Partnership Scheme.

12 To discuss Village Hall issues

- a) Two CCTV units have now been purchased and delivered; awaiting installation.

¹ Ashes interments are still permitted to non-residents, just full grave burials restricted to *residents* only

13 To receive a report from the County Councillor; no report.

14 To receive a report from the Borough Councillor;

- a) Leisure Centres in Hunstanton, King's Lynn and Downham Market are charging just £1.00 to children to use their facilities over the summer holidays.
- b) A mini-theatre ground at King's Lynn Walks is taking place over the Bank Holiday weekend.
- c) The Boogie Monsters are playing on the Tuesday Market Place on Tuesday 7th September 2021 at 2pm.
- d) £1,895,000.00 has been raised by Community Infrastructure Levy charges to date; £428,000.00 has been distributed to parish councils.
- e) The Local Plan Review Consultation is currently open for comment until 27th September 2021; this document will determine planning policy upto 2036 with reviews at five yearly intervals.

15 To note any communications from the Police since last meeting

- a) The next Safer Neighbourhood Action Panel Meeting is 25th October 2021; venue to be advised.
- b) Our Community Engagement Officer is Paula Gilluley paula.gilluley@norfolk.police.uk
- c) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

16 Items for the next meeting agenda

- To report on the breach of planning permission by a caravan at parish council land (towpath)
- Councillor Howard to provide an update on a Neighbourhood Plan for the parish
- Clerk to provide an update reference Mill Road road improvements and quotes for informal footways for Church Road and Hollycroft Road
- Clerk to provide an update on scrap vehicles at Grays Lane allotment land
- Clerk to provide an update on the condition of the churchyard/cemetery
- Update on the installation of the CCTV at the village hall

17 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

18 To report on breach of planning permission by a caravan on parish land (towpath)

An update on the current situation was given by the Clerk; a further update to be provided next month.

19 Date of Next Meeting

The next meeting will be held on Tuesday 28th September 2021 at 6.30pm in the Committee Room at Central Hall.

Meeting closed at 7.30pm

Chairman's signature

Emneth Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
74	01/08/2021		Unity Current Account		Internal transfer	Internal transfer	Z	25.00	0.00	25.00
83	08/08/2021		Unity Current Account		Expenses	British Telecom	S	37.45	7.49	44.94
93	09/08/2021		Unity Current Account		Bank	Bank	Z	3.00	0.00	3.00
75	28/08/2021		Unity Current Account		Internal transfer	Internal transfer	Z	138.89	0.00	138.89
85	28/08/2021		Unity Current Account		Open spaces	Elm Parish Council	Z	123.50	0.00	123.50
95	30/08/2021		Unity Current Account		Salary	HM Revenue and Customs	E	93.80	0.00	93.80
86	30/08/2021		Unity Current Account		Electricity	e.on	L	59.60	2.98	62.58
79	30/08/2021		Unity Current Account		Cemetery	CGM Group	S	856.25	171.25	1,027.50
80	30/08/2021		Unity Current Account		Playing Field	CGM Group	S	2,924.60	584.92	3,509.52
81	30/08/2021		Unity Current Account		Cemetery	CGM Group	S	6,265.00	1,253.00	7,518.00
84	30/08/2021		Unity Current Account		Expenses	Hussey Knights Ltd.	S	33.48	6.70	40.18
88	30/08/2021		Unity Current Account		Open spaces	Signs Direct	S	664.95	132.99	797.94
91	30/08/2021		Unity Current Account		Refuse collection	Veolia Ltd.	S	60.90	12.18	73.08
92	30/08/2021		Unity Current Account		Street lights	Westcotec Ltd.	S	87.66	17.53	105.19
94	30/08/2021		Unity Current Account		Expenses	Kate Bennett	S	157.60	14.68	172.28
76	30/08/2021		Unity Current Account		Salary	Kate Bennett	Z	708.40	0.00	708.40
77	30/08/2021		Unity Current Account		Salary	Jean Eady	Z	364.36	0.00	364.36
78	30/08/2021		Unity Current Account		Salary	Nicola Lane	Z	241.28	0.00	241.28
82	30/08/2021		Unity Current Account		Expenses	Emneth Central Hall	Z	45.00	0.00	45.00
87	30/08/2021		Unity Current Account		Expenses	Emneth Design PC Repair Se	Z	80.50	0.00	80.50
89	30/08/2021		Unity Current Account		Expenses	Advanced Payroll Services	Z	15.00	0.00	15.00
90	30/08/2021		Unity Current Account		Cemetery	Richard King Memorials	Z	600.00	0.00	600.00
96	31/08/2021		Unity Current Account		Cemetery	T Wiles	Z	90.00	0.00	90.00
Total								13,676.22	2,203.72	15,879.94