

Meeting Minutes of Emneth Parish Council

Tuesday 30th August 2022 at 6.30pm held at Emneth Central Hall

Parish Councillors present: Michael Pearson, Roland Fry, Mike Wiles, Julian McCourt, Lloyd Groves (Chairman), Mick White, Yvonne Howard, Mark Purchase, Steve Curtis and Dan Finnis. Also present: Kate Bennett (Parish Clerk), Chris Dawson (Norfolk County Council), Borough Councillor Crofts, Harry Humphrey and two members of the public

Apologies: Councillor Brenda Poole

1 Welcome

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

- a) Apologies for this month's meeting were received as listed above and approved.
- b) The Chairman reported that he had received Councillor Leakey's resignation; thanks to be recorded to Councillor Leakey for all his efforts for the Parish of Emneth during his tenure as a Parish Councillor. The Clerk will advise the Borough Council accordingly and an advert notifying residents of a casual vacancy will be published accordingly.

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 requested.

4 Open Forum for Public Participation: 15 minutes

- a) A resident of Meadowgate Lane addressed Members regarding the 60mph speed limit here and requested a reduction. He highlighted how narrow the road is in places with many residents parking on the road. He explained how dangerous it is for pedestrians as there is not a footpath available either. Councillor Dawson agreed to look into the matter once the Clerk has forwarded him the details.
- b) A resident of Church Road requested that a) the verges along Church Road are cut back, b) she added her support for a footpath along Church Road close to the bus stop at Thatchwood Avenue and c) reported the overgrown vegetation along Scarfield Lane; the Clerk will submit a request to Norfolk County Council to ask that they cut both sets of verges reported and her support for the footpath has been noted.

5 To approve the Minutes of the meeting held on 26th July 2022

Councillor McCourt requested that this item be deferred for approval under Item 20 on the Agenda as he had not yet read some general parish council correspondence received following the last Parish Council meeting from a Planning Agent relating to a recent planning application nor had he read the Clerk's subsequent response. Two members of the public were present therefore it was resolved to defer approval of the Minutes to Item 20 on this month's Agenda to enable the contents of the correspondence received to be fully disclosed to Members.

6 Clerk to provide an update on matters not included on this month's Agenda

- a) A letter had been sent to a resident of Church Road requesting their assistance with the cutting back of brambles etc. from a tree growing from their property over the footpath along Church Road.
- b) The overgrowth at the top of St. Edmund's Close has been cut back.

7 Finance

- a) It was resolved to approve *some* of the outstanding payments per the August Payments List (available with these Minutes). Clerk to investigate just two payments before they are authorized, 1) this month's invoice from **npower** for streetlighting (noticeably high) and, 2) to request confirmation from

the Playing Field Chairman that all of the cuts to the playing field / play area have taken place over the summer months as invoiced by **CGM Group Ltd**.

- b) Income since the last meeting was noted at £300.00 from the cemetery.
- c) It was noted that the funding bid to the *Community Infrastructure Levy fund* at the Borough Council for £3,758.00 for a replacement bus shelter along the A1101 at The Peel Centre had been successful; Clerk to arrange for the Acceptance of Office Form to be signed and returned. Clerk to determine with the bus shelter supplier how long they can reasonably hold their quotation / prices for as the further 50% of funding from the Norfolk County Council's Parish Partnership Scheme is not confirmed until March 2023.
- d) It was resolved with all in favour to approve the increase of monthly payroll services to Advanced Payroll Services of Peterborough to £49.50 per payroll run.
- e) It was resolved with all in favour to approve the quote of £280.00 + Vat to flail mow the footpath at Elmside (owned by Emneth Parish Council) and to chain saw / trim and remove all low level overhanging branches.
- f) Authorized signatories signed the paperwork to Unity Trust Bank to update the Clerk's new address details.
- g) The parish council's bank balances at 30th August 2022 were noted at: Community Account £66,323.98 and the Savings Account at £36,424.37.

County Councillor Dawson left the meeting.

8 Planning

- a) To consider planning applications since last meeting;

Planning Application 1: 21/02025/F full demolition of existing dwelling (Vicarage) and erection of new vicarage plus 1 additional dwelling and associated works, private driveways, garages and parking at The Vicarage, 72 Church Road, Emneth: it was resolved to *object* to this application being alien in feature so close to the church which is a Grade 1 listed building.

Planning Application 2: 22/00612/F amendments to proposed agricultural barn conversion to residential dwelling including demolition of rear lean-to and new extension at 91 Church Road, Emneth: it was resolved to *support* this application.

- b) To note any planning decisions/appeal notifications since last meeting:

Appeal Planning Application 22/00093/F Land S of 37 to 39 and NE of 33 Gaultree Square for a new dwelling.

Planning Application 22/00356/LB Banyer Cottage, 117 Ladys Drove, Emneth: application approved by the LPA for single storey side extension with alterations to existing conservatory and side window.

Planning Application 21/02504/F Gaultree Farmhouse, 2 Hungate Road, Emneth: application permitted by the LPA for a single storey extension and part single storey part two storey extension.

Planning Application 22/00897/F 73 Ladys Drove, Emneth: application permitted by the LPA for a porch extension, rear flat roof extension, rendering to top half of existing dwelling and creating a new vehicle access.

Details of all planning applications can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

- c) Clerk to book Councillor Howard onto one of the planning update sessions taking place in October in King's Lynn.

- d) It was noted that correspondence had been received from Inspire Architecture; Item 5 of these Minutes refers.

9 To discuss Parish matters

- a) It was noted that there has been an instance of fly tipping on Parish Council-owned land at Elmside; Councillor Purchase to investigate and report back to the Clerk.
- b) It was resolved with all in favour to adopt a *Bullying & Harassment Policy* for the Parish Council as presented by the Clerk at the meeting.

10 To note general correspondence received since last meeting

- a) Councillor Howard reminded Members of the request last year from the Parish Council to the Borough Council to deallocate a site from the Local Plan for development; for information only.

11 Cemetery Issues

- a) It was resolved to amend the cemetery regulations as updated by the Clerk and presented at the meeting to allow for non-residents who have recently had to leave the Parish to enter a residential care home to be able to benefit from *resident fees* and not *non-resident fees* (which are doubled).

12 Allotment Land issues

- a) Correspondence was noted from a tenant of Grays Lane concerning the fencing in of some pigs on Parish Council land that is rented out to another tenant. The Clerk had written to the tenant concerned requesting them to make the necessary arrangements for more secure fencing around their livestock.

13 To discuss Central Hall issues

- a) The CCTV cameras to the rear of the hall have now been installed; a slight adjustment to the positioning is required which Councillor Groves will deal with.

14 To discuss Playing Field issues

- a) The three bids to the *Community Infrastructure Levy* fund at the Borough Council have sadly all been unsuccessful. Councillor White agreed to try and get a quote from a local supplier for a set of new goal posts.
- b) It was noted that sadly the new dug outs have recently been vandalised.

15 To discuss Norfolk County Council issues including highways

- a) A bid has been submitted to the Parish Partnership Scheme 2023/24 for 50% of the total cost of a replacement bus shelter for The Peel Centre.

16 To receive a report from County Council

- a) The Clerk had received numerous emails since last meeting on issues of potential interest to Emneth and had circulated accordingly.

17 To receive a report from the Borough Council

- a) More staff are being recruited for the Planning Department to try and help with the backlog of applications.
- b) It was noted that the recent planning application for a tram memento at Birds Corner had been refused by Highways.
- c) A service at Staithe Square had recently taken place for hosts, Ukrainian refugees and members of the local community in an event to 'bring people together'.
- d) An opportunity for homeowners to join the Solartogether group-buying energy scheme was reported. West Norfolk residents can now join the group-buying scheme which offers solar panels

with optional battery storage and EV charge points, as well as retrofit battery storage for residents who have already invested in solar panels and are looking to get more from the renewable energy they generate as well as increase their independence from the grid. Letters will be sent out to homeowners from 5 September highlighting this scheme.

18 To note any communications from the Police since last meeting

- a) Emneth's Beat Manager is PC Andy Wise.
- b) The Community Engagement Officer for Emneth is Paula Gilluley paula.gilluley@norfolk.police.uk
- c) Scam Awareness & Prevention sessions are now being made available to interested Parish Councils.
- d) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

19 Items for the next meeting agenda

- Boundary Hedges (Councillor Wiles)
- Remembrance Sunday (Councillor Groves)
- Casual Vacancy following Councillor Leahey's resignation
- Dog Waste Bins (Councillor Fry / Jean Eady)
- To discuss payment arrangements for the new goal posts for the Playing Field (Councillor Fry)

The two members of public and Borough Councillor Crofts and Harry Humphrey left the meeting.

20 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

- a) One councillor who had not read recent general correspondence received and sent relating to a planning application on last month's Minutes sought clarification on a couple of items from the Clerk; the Minutes were subsequently approved.

21 Date of Next Meeting

The next meeting will be held on Tuesday 27th September 2022 at 6.30pm in the Committee Room at Central Hall.

Meeting closed at 8.30pm

Chairman's signature

Emneth Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
101	Clerk Salary	27/08/2022		Unity Current Account		Payroll	Kate Bennett	X	719.44		719.44
102	Litter Picker	27/08/2022		Unity Current Account		Salary	Jean Eady	X	388.15		388.15
103	Playing Field Caretaker	27/08/2022		Unity Current Account		Salary	Nicola Lane	X	254.60		254.60
104	Street light maintenance	27/08/2022		Unity Current Account		Street lights	Westcotec Ltd.	S	87.66	17.53	105.19
105	Playing Field	27/08/2022		Unity Current Account		Playing Field	CGM Group	S	785.99	157.20	943.19
106	Playing Field	27/08/2022		Unity Current Account		Playing Field	CGM Group	S	785.99	157.20	943.19
107	Playing Field	27/08/2022		Unity Current Account		Playing Field	CGM Group	S	785.99	157.20	943.19
108	Parks and Open Spaces	27/08/2022		Unity Current Account		Open spaces	CGM Group	S	10.48	2.10	12.58
109	Cemetery and Churchyard	27/08/2022		Unity Current Account		Cemetery	CGM Group	S	246.98	49.40	296.38
110	Payroll	27/08/2022		Unity Current Account		Payroll	Advanced Payroll Services	X	15.00		15.00
111	Payroll	27/08/2022		Unity Current Account		Payroll	Advanced Payroll Services	X	15.00		15.00
112	Stationery	27/08/2022		Unity Current Account		Expenses	John E Wright & Co. Ltd.	S	31.92	6.38	38.30
113	British Telecom	27/08/2022		Unity Current Account		Telecoms	British Telecom	S	37.45	7.49	44.94
114	Energy (electricity)	27/08/2022		Unity Current Account		Street lights	npower business solutions	L	235.37	11.77	247.14
115	Parks and Open Spaces	27/08/2022		Unity Current Account		Refuse collection	Veolia Ltd.	S	120.24	24.05	144.29
116	Unity Bank Charges	27/08/2022		Unity Current Account		Bank	Unity Trust	X	3.00		3.00
117	Expenses	27/08/2022		Unity Current Account		Expenses	Kate Bennett	Z	90.73		90.73
Total									4,613.99	590.32	5,204.31