

Draft Meeting Minutes of Emneth Parish Council

Tuesday 29th August 2023 at 6.30pm held in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Pearson, Councillor Howard, Councillor Curtis, Councillor Finnis, Councillor Purchase, Councillor McCourt, Councillor Tingley (via Zoom), Councillor Fry, Councillor Burgess-Lee, Councillor Kok and Councillor Wiles. Also present: Kate Bennett (Parish Clerk), Chris Dawson (County Council), Chris Crofts (Borough Council) and one member of the public

Apologies: Harry Humphrey, Councillor Groves

Minutes (draft)

1 Welcome

In Councillor Groves' absence, the Vice Chairman, Councillor Curtis was Chairman for the meeting and he welcomed everyone.

2 To appoint a Vice Chair for the meeting

It was resolved to appoint Councillor McCourt as the Vice Chairman for this meeting only.

3 To receive apologies for absence

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

4 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.

5 Open Forum for Public Participation (15 minutes): no report.

6 To approve the Minutes of the meeting held on 25th July 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 of the Meeting.

7 Clerk to provide an update on any matters not included on this month's agenda

- a) The remaining £430.00 of funding outstanding from the Borough Council for the goal posts has now been received into the Parish Council's bank account.
- b) The replacement bus shelter on the A1101 adjacent to Morrisons is still awaiting the solar lighting; a replacement 'flag' denoting 'Emneth' has now been erected.
- c) The old bench from the village sign area still needs disposing of; currently being housed at Councillor Howard's. Councillor Groves agreed to collect and dispose of.
- d) Repairs to the church wall are on going.
- e) A new field gate at the Collett's Bridge end of the towpath has now been installed; invoice for 50% of the costs awaited from Elm Parish Council.
- f) The damaged branch from a willow tree at the entrance to the towpath (Chapel Lane) has now been removed; an invoice for 50% of the costs is awaited from Elm Parish Council.

8 To receive a report from Norfolk County Council

- a) A vote on the County Deal is due to take place next month.
- b) The yellow lines outside Emneth Academy are due to be repainted shortly.
- c) Elizabeth Truss MP would like to organize a meeting with Emneth Councillors to discuss local issues.
- d) A local contractor has been appointed to address emergency highways issues as a priority.

9 To receive a report from the Borough Council

- a) A Community Infrastructure Levy meeting regarding funding is taking place this month.
- b) If Parish Council's are not quorate, it is now possible to appoint a District Councillor short-term.
- c) The £1,000.00 Member's Fund is available for local groups to apply to (not Parish Councils).

10 Finance

- a) It was resolved with all in favour to refund a parishioner £200.00 for a full grave burial plot (L20).
- b) It was resolved with all in favour to approve the August 2023 Payments List as presented.
- c) Income received since last meeting: £2005.00 (£375.00 cemetery, £1630 donations for goal posts).
- d) One quote is still awaited for the tree works at the churchyard; item to be deferred to September.
- e) It was resolved to approve expenditure of £169.62 for a strimmer and a set of PPE (visor and ear defenders) for the voluntary group F.E.E.T. who maintain the towpath.

- f) It was resolved to recommend that Emneth Bowls Club consider applying to the Borough Council's Cil fund for help with the purchase of a new mower and for the 140m of security fencing required.
- g) Councillor Kok and Councillor Fry viewed the bank statements for internal audit purposes.

11 Planning

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

Planning application 23/01392/F retrospective planning permission for balcony to rear of existing building at 89 Hollycroft Road, Emneth; it was resolved with all in favour to support this application.

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

- Planning application 23/00602/F The Rosary, 91 Hollycroft Road, Emneth, proposed replacement dwelling. The Borough Council has permitted this application.
- Planning application 23/00961/F 139A Church Road, Emneth, erection of single-storey rear extension involving demolition of existing structure. Permitted by the Borough Council.
- Planning application 23/00389/RM Longridge, 37 Elm High Road, Emneth reserved matters for 4 dwellings. The Borough Council has permitted this application.
- Planning application 23/00981/F Meadowgate, Meadowgate Lane, Emneth retrospective application for a single storey rear annexe extension and new cladding to main unit. The Borough Council has permitted this application.

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/>

12 Parish Matters

- a) It was resolved to accept an invitation from Elizabeth Truss MP to a meeting on Friday 6th October 2023 at 4.15pm at Emneth Central Hall.

13 To note general correspondence received since last meeting

- a) A telephone call from a resident had been received concerning two large piles of chippings blocking an access to a piece of her land at Mill Road. Clerk investigating with Norfolk County Council.
- b) What appeared to be an abandoned vehicle on Parish Council-owned land at Elmside had been reported to the Police. The vehicle had not been reported stolen and was registered to an Emneth resident. A few days later the vehicle had been removed.
- c) The developers of a new property at Elmside had relocated the Parish Council's dog waste bin to a fence owned by a parishioner. The parishioner has requested that the bin be removed from her fence / gate to a more suitable location. Clerk has actioned with Fountain Foods.
- d) The Clerk had been sent a copy of an email to County Councillor Dawson from a resident concerning the speed limit at Outwell Road and a public meeting being organised; no further information known at this time.
- e) Email correspondence from Chatsworth Living who are developing the 117 dwellings at 11-37 Elm High Road was noted requesting the amount of the commuted sum for 29 lamps (energy and maintenance) for 30 years at the site; Clerk to respond accordingly with the figure based on 2023 contract prices of £10.80 per lamp per annum for maintenance and circa £51.95 per lamp per annum for energy, plus inflation. This arrangement is negotiated independently with the Developer and the Parish Council and does not form part of the terms of any agreement with Norfolk County Council for the street light installation.

14 To discuss Playing Field issues

- a) Based on concerns that the Charity currently only has one football team using the pavilion / pitches, the Clerk had prepared some figures to illustrate the annual cost of running the Playing Field / Play area to the Charity and the Parish Council.

Annual utility costs for the old and new pavilions to include gas, electric and water are currently circa £4,750.00 plus the annual insurance premium of £1,887.00. The Parish Council currently pays £5,502.00 + Vat for the grass cutting to the football pitches and the play area and gives the Charity an annual £3,000.00 donation towards their running costs. There has been added expenditure this year to repair the drains (£725.00) and provide and install new hand dryers (£2,900.00).

It was resolved to address this issue at next month's meeting by looking at possible other uses for the pavilions (old and new).

15 Cemetery Issues

- a) The Clerk has met with two contractors for a price to extend the current ashes section to the boundary of the dyke; quotes awaited.
- b) Still awaiting approval from the Borough Council and the Diocese to pipe the dyke to extend the ashes plots even further; Clerk to chase.

16 Allotment Land issues; no report.

17 To discuss Central Hall issues; no report.

18 To discuss Norfolk County Council issues including highways

- a) More trees to be purchased later on in the year as part of the Million Trees for Norfolk initiative to replace the poplar trees removed from the Playing Field and to donate some to the towpath.
- b) Residents are reminded to report pot holes directly via the Norfolk County Council website / link here refers; [Potholes - Norfolk County Council](#)

19 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) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

20 Items for the next meeting agenda

- To consider correspondence received relating to the 30 year commuted sum for 29 street lights (maintenance and energy) at 11-37 Elm High Road
- To note progress with the installation of the Upwell to Wisbech tram memento at Birds Corner
- To consider possible other uses of the old pavilion / new pavilion at the Playing Field
- Million Trees for Norfolk project (inc. trees for demarcating boundary line at towpath)
- Assisted Lifts for the elderly (Councillor Howard)
- To resolve on quotes received for tree work at the churchyards / cemetery
- To discuss the provision of further ashes plots in the cemetery / quotes received
- To note dates for Planning Update Sessions
- Councillor Tingley apologies

21 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.

22 Date of Next Meeting

The next meeting will be on Tuesday 26th September 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 7.40pm

Chairman's signature