



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 11th December 2018 at 6.30pm, Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Howard, Councillor Fleet, Councillor Harper, Councillor White, Councillor Groves, Councillor Oliver, Councillor McCourt

Apologies: Councillor Towler, Borough Councillor Crofts, County Councillor Humphrey

Parish Clerk: Kate Bennett (email: emnethparishcouncil@hotmail.co.uk Mobile: 07825 634 672)

Public: 4

MINUTES

1 **Welcome;** the Chairman welcomed everyone to the meeting.

2 Apologies for absence

a) Apologies were given as above and approved.

3 Declarations of Pecuniary Interest

a) Councillor Groves and Councillor Curtis declared an interest in Item 8 on the Agenda; *Planning Application 18/02159/F, change of use from a butchers to a bistro/bar at Curtis Butchers, 18 Gaultree Square, Emneth.* Councillor McCourt confirmed that he would take part in the discussions surrounding the application but would abstain from voting when this takes place.

4 Minutes

a) It was resolved to accept the Minutes of 30th October 2018 as a true record of the meeting. These were signed by the Chairman.

5 Public Forum¹

The meeting was temporarily suspended to hold the *Public Forum*.

One representative from three of the members of public present (residents of Elm High Road) reported on the poor condition of the A1101 adjacent to Morrison's supermarket since British Telecom dug up the road to install new cables. The road has not been repaired properly by either British Telecom or Norfolk County Council and vehicles now passing their properties, particularly empty HGVs, are causing 'terrible noise and vibration issues for them. The speed limit here is 40mph which does not help either. Residents were advised to report their problems to Elizabeth Truss MP and the parish council will support them also.

6 Reports

6.1 **Police Report;** correspondence received concerning a *scam* in neighbouring counties had been circulated and published on the website for residents' information. 'Contact Us' posters had also been received and advertised accordingly.

6.2 **Borough Council Report;** no report.

6.3 **County Councillor Report;** no report.

6.4 Parish Councillor Reports/Correspondence

a) 2019 meeting dates were circulated.

b) The Minutes from the Planning Meeting of 27th November 2018 were approved and signed as a true record of the meeting.

7 Finance

7.1 It was resolved, with all in favour, to approve the payments list since last meeting.

¹ The Public Forum is 15 minutes.

Payments - December 2018					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Monthly salary payments to staff*	1,478.96	0.00	1,478.96	d/d	Employment: Clerk, Litter Picker, Playing Field Caretaker*
Kate Bennett	60.81	5.75	66.56	103079	Expenses - mileage, mobile, photocopying, postage
Jean Eady*	0.00	0.00	0.00	103080	62 hours
Nicola Lane*	0.00	0.00	0.00	103081	44 hours
Nicola Lane*	0.00	0.00	0.00	103092	22 hours
HMRC	197.00	0.00	197.00	103082	PAYE
Advanced Payroll Services	15.00	0.00	15.00	103083	October payroll services
Westcotec	87.66	17.53	105.19	103084	November streetlight maintenance
British Telecom	17.00	3.40	20.40	103085	October phone services
British Telecom	26.00	5.20	31.20	103085	November phone services
Veolia	106.10	21.22	127.32	103086	3/10/18 to 31/10/18 - 5 weeks
E.on	56.77	2.84	59.61	103087	October energy charges
E.on	54.94	2.75	57.69	103087	November energy charges
CGM	780.00	156.00	936.00	103088	Cemetery; remove branches and all dead wood, remove growth from lime tree, crown raise the maple and separate tree from church
CGM	40.00	8.00	48.00	103088	Extra cut to front of churchyard
CGM	23.00	4.60	27.60	103088	Extra cut to rear of churchyard
CGM	300.00	60.00	360.00	103088	Health and Safety survey of the cemetery
Emneth Central Hall	156.00	0.00	156.00	103089	Hall hire 2018
Emneth Design	26.25	0.00	26.25	103090	Website update service
Emneth Design	66.48	0.00	66.48	103090	Website hosting annual fee
Emneth Playing Field Committee	750.00	0.00	750.00	103091	Third quarterly grant payment
Westcotec	87.66	17.53	105.19	103092	December street light maintenance
	4,329.63	304.82	4,634.45		

*salaries reported together (data protection).

7.2 Income since the last meeting was noted at £7927.69; agricultural land rents and cemetery.

7.3 The *council tax support grant* for 2019 2020 was noted at £360.00. This will be the last year of funding; there will be no council tax support grant from 2020 onwards.

8. Planning Applications

a) To receive and consider *Planning Applications and Decisions* since the last meeting

Planning Application 18/02085/F, construction of rear single storey extension and alterations to dwelling at 51 Elmfield Drive, Emneth. It was resolved with all in favour to *approve* the application.

Planning Application 18/02117/RM, Residential development of 44 dwellings at land West of playing field, Hungate Road, Emneth. It was resolved to recommend *approval* to the application.

Planning Application 18/02159/F, Change of use from a butchers to a bistro/bar at Curtis Butchers, 18 Gaultree Square, Emneth. It was resolved to recommend *approval* to the application.

b) Decisions made by the Borough Council since last meeting

Planning Application 18/01257/F, Oakwood, 44 Hollycroft Road, Emneth, proposed erection of 2 semi-detached dwellings including demolition of existing dwelling on site. Approved.

9 **General Correspondence**; no report.

10 Borough Council of King's Lynn and West Norfolk Issues

a) There has been a consultation on *the review of polling districts and places*. No change for Emneth; Central Hall is still the polling station for the parish.

11 Norfolk County Council issues

a) The contract has now been signed by the Chairman of Emneth Parish Council and the Chairman of Elm and Fridaybridge Parish Council. On going.

12 **Norfolk County Council Highways Issues**; no report.

13 **Footway Lighting issues**; no report.

14 Playing Field issues

a) It was resolved to approve expenditure of £750.00 for further CCTV at the playing field.

b) A quote for the topping of the x100 poplar trees was noted at £13,000 + VAT. It was resolved to take no further action at this time.

15 Cemetery Issues

a) The tree survey from CGM Group had been received. The Cemetery Working Party to meet in January to discuss and progress.

16 Agricultural Allotments

a) Councillor Waterfield to progress the renewal of a tenancy agreement which has now expired with a tenant.

b) A letter from a tenant expressing interest in any further available allotment land in the parish was noted.

17 Agenda Items for the next meeting

- Raise cheque for £750.00 to Playing Field for further CCTV
- Findings from the tree survey from CGM Group
- Include with cheque to HMRC for PAYE balance of £34.60 owed from December

18 Date of Next Meeting

- a) The next meeting will be Tuesday 29th January 2019 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.40pm

Chairman's signature

DRAFT