



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 26th February 2019 at 6.30pm, Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Howard, Councillor Harper, Councillor White, Councillor Oliver, Councillor McCourt, Councillor Towler, Borough Councillor Crofts

Apologies: Councillor Groves, County Councillor Humphrey

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

Public: 1

MINUTES

1 Welcome

2

- a) The Chairman welcomed everyone to the meeting.

3 Apologies for absence

- a) Apologies were given as above and approved.

4 Declarations of Pecuniary Interest

- a) Councillor White declared an interest in item 8a) Planning Application 19/00106/O Erection of a single storey dwelling at land at Elmside, Emneth and Planning Application 19/00153/F Change of use from agricultural land for use in connection with adjacent business at Land South of 54 and West of 52 Elmside, Emneth.

4 Minutes

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

5 Public Forum¹

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

A member of the public was present to record his continued concerns with the access arrangements for the proposed development of 117 dwellings at Land off Elm High Road, Emneth. A further *Reserved Matters* application had been received for consideration (Planning Application 19/00228/RMM) and his previous concerns over the access via Hunters Rowe remain and he requested the continued support from the parish council in refusing any further applications connected to this development until the current access arrangements which were originally approved in the *Outline* permission for this development are revisited.

The member of public left the meeting.

6 Reports

6.1 Police Report

- a) The monthly newsletter had been received and circulated.

6.2 Borough Council Report

- a. The *Local Plan Review* will be available on 4th March 2019. The plan and its' policies have to be reviewed every five years. This can be viewed at the Town Hall in Downham Market on 5th March and at the Town Hall in King's Lynn on 12th March.
- b. Council tax will increase by £4.50/year.

6.3 County Councillor Report; no report.

6.4 Parish Councillor Reports/Correspondence

- a) It was noted that an internal auditor for 2018/19 has been appointed: Mrs. Emma Bateman of West Walton Parish Council.
- b) Official maps outlining the *former canal land* purchased from Norfolk County Council were distributed to all for information only.

¹ The Public Forum is 15 minutes.

7 Finance

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

Payments - February 2019					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Employment	1,212.59	0.00	1,212.59	d/d	Salaries - Clerk, Litter Picker, Caretaker
Kate Bennett	150.43	4.43	154.86	103110	Expenses; mileage, stationery, broadband, mobile, photocopying, postage etc.
Jean Eady	0.00	0.00	0.00	103111	Litter picker - 41.5 hours
Nicola Lane	0.00	0.00	0.00	103112	Playing Field Caretaker - 44 hours
HMRC	424.42	0.00	424.42	103113	PAYE - £248.22 o/s plus £176.20 for February
British Telecom	30.00	9.60	39.60	103114	PAYE
Veolia	121.10	24.22	145.32	103115	Five weeks trade waste collection 02/1/19 to 30/1/19
E.on	56.77	2.84	59.61	103116	January footway lighting charges
Information Commissioner's Office	40.00	0.00	40.00	103117	Annual data controller renewal fee
Westcotec	87.66	17.53	105.19	103118	February footway lighting maintenance fee
Upwell Parish Council	21.92	0.00	21.92	103119	Annual contribution to the filling of the grit bins at the BCKLWN car park (Health Centre, Upwell)
NALC	30.00	6.00	36.00	103120	Training - End of Year, Annual Governance Statement
Terry Wiles	150.00	0.00	150.00	103121	To remove trees and vegetation at junction of Gosmoor Lane with Collett's Bridge Lane
	2,324.89	64.62	2,389.51		

*salaries reported together (data protection).

- b. Income since the last meeting was noted at £1215.00 (cemetery).
- c. It was resolved with all in favour to approve the new contract rates from Norse for the 2019 grass cutting season at the football pitch and play area: £7203.74 (a 16% saving on last year's prices due to a change in the cutting regime).
- d. It was resolved with all in favour to approve the annual renewal of the Fields in Trust membership: £65.00.

8. Planning Applications

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

- **Planning Application 19/00228/RMM**, 117 dwellings at Land Off Elm High Road, Emneth. It was resolved with all in favour to *refuse* this application based on continued concerns over the previously approved access to this development which will be totally detrimental to the locality and nearby town centre. It was noted that Planning Application 18/01464/RMM is being considered at the Borough Council's Planning Committee on Monday 4th March at 10.30am. The Committee will be carrying out a site visit before the meeting commences on 4th March. Councillor White left the meeting whilst the following two applications were considered.
- **Planning Application 19/00106/O**, Erection of a single storey dwelling at land at Elmside, Emneth. It was resolved with all in favour to *approve* the application.
- **Planning Application 19/00153/F**, Change of use from agricultural land for use in connection with adjacent business at Land South of 54 and West of 52 Elmside, Emneth. It was resolved with all in favour to *approve* the application.

Decisions made by the Borough Council since last meeting

- Planning Application 18/02159/F, Change of use from a butchers to a bistor/bar at Curtis Butchers, 18 Gaultree Square, Emneth. *Withdrawn*.
- b) It was noted that the parish council's first *Community Infrastructure Levy* payment from the Borough Council will be due 28th April 2019: £1188.60.

9 General Correspondence

- a. Correspondence from a resident of Meadowgate Lane was noted regarding the installation of a new dog waste bin. This was purchased last year and needs erecting as soon as possible.
- b. Correspondence from a member of Emneth Bowls Club was noted. No further action required at this time.
- c. Correspondence relating to textile recycling banks in the parish was noted. No further action required at this time.

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

- a) Nomination Papers for the election on 2nd May 2019 were distributed along with information to aid completion. Further nomination papers can be downloaded from the Borough Council's website, see link [file:///C:/Users/Kate/Downloads/Parish_Council_Nomination_Paper%20\(1\).pdf](file:///C:/Users/Kate/Downloads/Parish_Council_Nomination_Paper%20(1).pdf)

11 Norfolk County Council issues

- a) A resident of Elmfield Drive had requested some hardstanding at the bus stop at the top of Elmfield Drive to aid access onto the bus. The slippery grass verge is difficult for the elderly to navigate.

12 Norfolk County Council Highways Issues

- a) Receipt of the *registered title documentation* for the former canal land was noted.
- b) Clerk to report the poor condition of Gaultree Square (potholes) to Highways.

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

14 **Playing Field issues;** no report.

15 **Cemetery Issues**

- a) The tree survey from CGM Group had been received. The Cemetery Working Party need to meet to discuss its findings and progress any urgent tree work.
- b) It was noted that a memorial stone in the cemetery had been repositioned to be aligned with the rest of the memorials in its row (row K) so as not to compromise burial ground in the row beneath (row L).
- c) It was resolved with all in favour to arrange to have a further section of the path at the cemetery filled in to allow for further burial spaces.
- d) Clerk to contact the burial authority in King's Lynn to discuss available options to the parish council with the amount of burial land becoming increasingly scarce.

16 **Agricultural Allotments**

- a) A further three-year tenancy agreement has been issued and sent to a tenant whose agreement has expired.
- b) A request had been received from a current tenant requesting a further 3-5 acres of allotment land. There is currently nothing available.

17 **Agenda Items for the next meeting**

- Raise cheque for £200.00 to Clerk for new hard drive
- Findings from the tree survey from CGM Group
- Raise cheque to Fields in Trust for £65.00

18 **Date of Next Meeting**

- a) The next meeting will be Tuesday 26th March 2019 at 6.30pm at Emneth Central Hall.

Meeting closed at 8pm

Chairman's signature