



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 25th February 2020 at 6.30pm held at Emneth Central Hall

In attendance: Councillor Wiles, Councillor Groves (Chair), Councillor White, Councillor Pearson, Councillor Oliver, Councillor Purchase, Councillor Curtis, Councillor McCourt, Councillor Fry, Councillor Harper, Councillor Leakey

Apologies: Councillor Howard

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

Public: 3

MINUTES

1 Welcome

The Chairman welcomed everyone to the meeting.

2 Apologies for absence

Apologies were given as above and approved.

3 Declarations of Pecuniary Interest

There were no declarations of pecuniary interests given for any item on this month's agenda.

4 Minutes

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 a Public Forum.

Only two of three members of public present wished to address the Council and this was regarding the potential development of land at Elmside allocated in the Local Planning Authority's Plan for the development of a minimum of 36 dwellings². The developer's most recent proposal will be a mix of bungalows, family homes, starter homes and affordable homes. The developer was present to discuss his plans for the site and to invite Members to raise any comments/concerns for the design/requirements of the proposed development and to seek parish council approval for the use of the public right of way owned by the parish council which crosses the site. It was agreed to discuss this at March's meeting.

Two of the three members of public left the meeting.

6 Reports

a) Police Report;

- i. Over three hundred 'noz' cannisters were collected from Elmside this month. This has been reported to the Police by the Parish Council.
- ii. Any anti-social behaviour in the village should be reported on the non-emergency number 101.
- iii. The January crime update newsletter had been received and circulated.

b) Borough Council Report; no report.

c) County Councillor Report; no report.

d) Parish Councillor Reports/Correspondence

- i. VE Day 75 will be celebrated internationally for three days from Friday 8th May 2020 to Sunday 10th May 2020 with the Friday being a bank holiday (moved from Monday 4th May 2020). A village commemoration is being planned. A *family village street party* is being held in the afternoon at the village hall from 12-4pm with stalls, games and food for the children. Everyone is encouraged to dress up in 1940's style clothing for the afternoon event. In the evening there will be a family disco

¹ The Public Forum is 15 minutes only.

² Policy G34.1 Emneth – Land on south of The Wroe; 1.1 hectares

for a maximum of 200 people with a £5.00 per ticket refundable fee. Tickets will be available for purchasing on Saturday 28th March at Emneth Central Hall between 10am-3pm; proof of your address will be required upon purchase as this evening event is for the residents of the village *only*.

The Clerk has applied to the *Norfolk Community Foundation* for £500.00 funding towards the event and the parish council has resolved to initially allocate £3,000 from general reserves towards the occasion and hold a further £2,000 in reserves if required.

- ii. A SAM2 report was circulated breaking down the amount of vehicles using the parish's roads and at what speeds. A high percentage of vehicles are exceeding the speed limit on the parish's roads in most cases.

7 Finance

- a. It was resolved to approve the payments list since last meeting.

<u>Payments - February 2020</u>					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Salaries	1,230.10	0.00	1,230.10	dd	Clerk, Litter Picker, Playing Field Caretaker
Clerk expenses	88.29	1.36	89.65	103258	Mileage, stationery, stamps
Jean Eady	0.00	0.00	0.00	103259	40 hours
Nicola Lane	0.00	0.00	0.00	103260	44 hours
HM Revenue and Customs	171.60	0.00	171.60	103261	PAYE
E.on	59.60	2.98	62.58	103262	January street lighting charge
Advanced Payroll Services	15.00	0.00	15.00	103263	December payroll services
British Telecom	74.20	14.84	89.04	dd	Broadband charges for 1 March 2020-30 April 2020
British Telecom	26.30	5.26	31.56	dd	Phone services for January
Veolia Ltd.	118.89	23.78	142.67	103264	x9 collections 02/1/20 to 29/1/20
Westcotec	87.66	17.53	105.19	103265	Monthly street lighting maintenance fee - February 2020
Emneth Design	74.00	0.00	74.00	103266	Website update service
Information Commissioner's Office	40.00	0.00	40.00	103267	Annual data protection fee renewal
BCKLWN	550.56	110.11	660.67	103268	Annual fee for dog waste bin emptying - 9 bins at £1.48/empty
Upwell Parish Council	21.92	0.00	21.92	103269	Annual contribution towards the salt for the grit bin at the health centre in Upwell
Emneth Central Hall Management Committee	1,116.00	0.00	1,116.00	103270	Expenses associated with VE Day celebrations
	3,674.12	175.86	3,849.98		

*salaries reported together (data protection).

- b. Income since the last meeting was noted at £800.00 (cemetery).
 c. Further paperwork to move to Unity Trust Bank was signed by the authorised signatories. Switch date is expected to be 01 April 2020.

8. Planning Applications

- **To receive and consider *Planning Applications* since the last meeting;**
- Planning Application 20/00194/F erection of replacement dwelling at Springfield, 60 Outwell Road, Emneth. It was resolved to *approve* this application but to note that the building line is still not the same as the rest of the properties at this location.
- **To note any appeal notifications since last meeting;** no report.
- **To note any decisions made at the Borough Council since last meeting**
- Planning application 19/02024/F Land rear of 48 and NW of the pumping station, Hawthorn Road, Emneth, proposed agricultural store; *approved*.
- Planning application 19/01918/O 72 Gaultree Square, Emneth, outline application for 3 plots; *approved*.

9 General Correspondence

- a. An email from a resident of Racey's Close was noted regarding overgrowth at Betsy's Pad. Clerk to arrange for this to be cut back on this occasion although it was noted that this is not parish council land and in future should be dealt with by the land owners.
 b. A letter from East Anglia's Children's Hospice was noted. No donation to be made on this occasion.

10. Norfolk County Council Highways Issues

The Clerk and Vice Chairman had met with the local Highways Engineer for the parish and visited most of the main roads throughout the village and necessary works noted and programmed.

11 Playing Field Issues

It was resolved for Councillor McCourt to progress with a contractor the grinding out of the poplar tree stumps at the playing field as soon as possible and expenditure of £2,000.00 was approved for this.

12 Cemetery Issues

- a) Works to the high-risk trees in the churchyard are currently being completed by CGM Group.
- b) With the limited amount of burial space now available in the parish discussions regarding future burial ground for the village continued with the possibility of building a three tier, stone Commemorative Wall in the cemetery for cremations only which could hold up to 260 cremation urns. It should be noted that this is a civil cemetery and therefore the Diocese has no jurisdiction over it. Planning permission will be required and the Diocese consulted for their opinions at this time. A similar wall can be seen at Mintlyn Crematorium. The Chairman agreed to look at the costings of this for the March meeting.

Burials are being offered to *residents* of the parish *only* as of 1st January 2020³. It should be noted that the provision of cemetery services within a parish is a discretionary service and if burial space cannot be offered within Emneth then residents/non-residents will have to go elsewhere, maybe a neighbouring parish.

- c) It has been agreed that the large general waste bin at the cemetery can now be permanently located on the hardstanding to the right hand side of the church's porchway, just to the right hand side of the entrance to the church. Clerk to ensure that Veolia (the trade refuse contractor) are aware of the new arrangements.

13 Agenda Items for the next meeting

- Future burial ground for the parish; further discussion for a commemorative wall in the cemetery
- VE Day 75 celebrations
- Development of land at Elmside for a minimum of 36 dwellings; public right of way through the site belonging to the parish council.

14 Date of Next Meeting

- a) The next meeting will be Tuesday 31st March 2020 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.30pm

Chairman's signature

³ A correction to previous minutes; ashes interments can still be permitted to non-residents, just full grave burials restricted to *residents* only.