

Draft Meeting Minutes of Emneth Parish Council

Tuesday 28th February 2023 at 6.30pm held at Emneth Central Hall

Parish Councillors present: Councillor Michael Pearson, Councillor Mike Wiles, Councillor Lloyd Groves (Chairman), Councillor Yvonne Howard, Councillor Steve Curtis, Councillor Dan Finnis, Councillor Mark Purchase, Councillor McCourt, Councillor Tingley and Councillor Fry. Also present: Kate Bennett (Parish Clerk), Harry Humphrey and one member of public

Apologies: Councillor Kok and County Councillor Dawson

1 Welcome

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

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

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 resident present reported a) a street light outage at Meadowgate Lane (Clerk to report) and b) made enquiries surrounding the proposed changes to the A47 / A1101 roundabout at Elme Hall.

5 To approve the Minutes of the meeting held on 31st January 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.

6 To receive a report from Norfolk County Council

Councillor Dawson was not present but had provided a report as follows:-

Norfolk County Council has set its latest budget which tackles spending pressures and protects key services. The budget, approved on 21 February, includes:

- A net spending increase of £29.6 million to meet rising costs.
- A Council Tax increase in line with the Government's cap of 4.99 per cent – 2.99 per cent for general Council Tax and two per cent for the adult social care precept. This would increase the county council's share of band D bills from £1,516.95 to £1,592.64.
- A "significant proportion" of the £59.7 million savings coming from "doing things better for less", including £17 million from the first phase of a strategic review of the council.
- The same meeting approved the Council's £956.9 million capital investment in buildings and equipment, funded by grants and property sales. In addition to a range of existing schemes, like the Great Yarmouth Third River Crossing and investment in special education needs (SEND) schools, there are new investments totalling £35 million.

7 To receive a report from the Borough Council

- The 'County Deal for Norfolk' is out for consultation; the aim being for decisions and funding previously controlled in Westminster to be agreed in Norfolk, for Norfolk.
- The UK Shared Prosperity Fund of £3m provides funding for local investment upto March 2025 across the Borough.
- Small electrical item recycling will commence on 27th February 2023.
- A reminder to all residents that Photo ID is required when voting in elections this year
<https://www.west-norfolk.gov.uk/news/article/1359/west-norfolk-residents-need-photo-id-to-vote-at-elections-in-may>

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

- a) A meeting with Elm Parish Council and the Friends of Emneth and Elm Towpath group will take place on Tuesday 7th March at 6.30pm in Elm to discuss i) the installation of the compost bins and b) the future maintenance of the towpath.
- b) The application for a new dog waste bin to be installed at Scarfield Lane is in progress.

- c) Paperwork received from Fraser Dawbarns LLP relating to the adoption of the estate road off Hungate Road has been sent to the Parish Council's solicitor for comment.
- d) 350+ trees had been planted at the playing field this month with the goal of creating a woodland area / walk. Children at Emneth School have been invited to create bug houses / hotels.

9 Finance

- a) It was resolved with all in favour to approve the February Payments List as presented.
- b) Income received since last meeting was noted at £675.00 (cemetery).
- c) It was resolved to approve expenditure of £526.00 inc. Vat for works to some of the trees along the towpath. Elm Parish Council's contractor to carry out the work.
- d) It was resolved to ask the West Walton Clerk to carry out the internal audit for 2022/23.
- e) Councillor Howard and Councillor Pearson checked the bank statements.

10 Planning

- a) To consider planning applications since last meeting:
Planning application 23/00205/F change of use and erection of stable at Colletts Bridge, 125 The Wroe, Emneth. It was resolved to support this application.
- b) To note any planning decisions made by the Local Planning Authority / appeal notifications
Planning application 22/01673/RM application permitted for erection of a single storey dwelling on existing garden land at land south of 2 Elmfield Drive, and west of 117 Elm High Road, Emneth.
Planning application 22/02129/F application permitted for proposed extensions and alterations at Oakleigh House, 62 Outwell Road, Emneth.
Planning application 22/01879/O application permitted for a proposed residential development at 24 Church Road, Emneth.
Planning application 22/02275/F application permitted for first floor extension to create chalet bungalow, single storey side extension and single storey front extension at 48 Hawthorn Road, Emneth.
Planning application 22/02069/F application permitted erection of a substation, 6 ultra-rapid electric vehicle charge points at WM Morrisons, The Peel Centre, Elm High Road, Emneth.
Planning application 22/01820/F application permitted for single storey rear extension at 1 The Wroe, Emneth.

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/>

- c) No objections were made to the proposed street names for the new development at 11-37 Elm High Road, Emneth; Teak Avenue, Cherry Avenue, Ash Close and Birch Close.
- d) It was resolved to pursue with the Borough Council and Royal Mail recognising 'Emneth' as a locality and then allocating the post town of Wisbech; Clerk to action.

11 Parish Matters

- a) The Clerk disseminated further information relating to the completion of nomination papers for the forthcoming election on 4th May 2023. Anyone interested in becoming a parish councillor should visit [Becoming a parish councillor | Becoming a parish councillor | Borough Council of King's Lynn & West Norfolk \(west-norfolk.gov.uk\)](https://www.west-norfolk.gov.uk/online-applications/)
- b) It was resolved for the Clerk to produce an Emergency Plan for the Parish.
- c) Councillor Wiles outlined some of the discussions from the most recent meeting of the Friends of Emneth and Elm Towpath group. There is a further meeting on 7th March 2023 including both Parish Councils when hopefully a lot of the issues raised can be ironed out.
- d) Clerk to circulate an updated version of the Code of Conduct for adoption at the Annual Parish Council Meeting in May 2023.

12 To note general correspondence received since last meeting; no report.

13 To discuss Playing Field issues

- a) Clerk to send the Chairman of the Playing Field Committee a copy of the Council's Financial Regulations for his information.

14 Cemetery Issues

- a) Clerk to source quotes for a new bench for the churchyard.
- b) Clerk to source quotes (3) for a tree survey.

15 Allotment Land issues; no report.

16 To discuss Central Hall issues; no report.

17 To discuss Norfolk County Council issues including highways

- a) Clerk to chase the missing Gaultree Square street name plate at the junction with Hungate Road.
- b) Residents are reminded to report pot holes directly via the Norfolk County Council website / link here refers; [Potholes - Norfolk County Council](#)

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

19 Items for the next meeting agenda

- Update on a footpath for Hollycroft Road / Church Road
- Update on local elections 4th May 2023
- Update on progress with the installation of a new dog waste bin at Scarfield Lane
- Update on scrap vehicles / non-agricultural vehicles on parish land at Grays Lane
- To consider the contents of a document received from the Friends of Emneth and Elm Towpath group plus other issues relating to the towpath
- To consider prices for a new bench for the churchyard

Harry Humphrey and the member of public present 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) Items surrounding an alleged breach of planning permission by a caravan on parish council-owned land at the old canal towpath were discussed and resolved upon.

21 Date of Next Meeting

The next meeting will be held on Tuesday 28th March 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 8.00pm

Chairman's signature

Emneth Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
230	Internal transfer	01/02/2023		Unity Current Account		Internal transfer	Internal transfer	X	25.00		25.00
231	Donations	28/02/2023		Unity Current Account		Cemetery	St. Edmund's Church - Treas	X	316.00		316.00
232	Cemetery and Churchyard	26/02/2023		Unity Current Account		Refuse collection	Veolia Ltd.	S	170.10	34.02	204.12
233	Energy (electricity)	26/02/2023		Unity Current Account		Street lights	npower business solutions	L	208.16	10.41	218.57
234	Cemetery and Churchyard	26/02/2023		Unity Current Account		Cemetery	Danny Kerrison	Z	550.00		550.00
235	Payroll	26/02/2023		Unity Current Account		Payroll	Advanced Payroll Services	X	60.00		60.00
236	Street light maintenance	26/02/2023		Unity Current Account		Street lights	Westcotec Ltd.	S	87.66	17.53	105.19
237	Website	26/02/2023		Unity Current Account		Website	Emneth Design PC Repair Se	Z	30.50		30.50
238	PAYE	26/02/2023		Unity Current Account		Salary	HM Revenue and Customs	X	51.88		51.88
239	PAYE	26/02/2023		Unity Current Account		Salary	HM Revenue and Customs	X	320.00		320.00
240	Clerk Salary	26/02/2023		Unity Current Account		Salary	Kate Bennett	X	307.29		307.29
241	Litter Picker	26/02/2023		Unity Current Account		Salary	Jean Eady	X	311.70		311.70
242	Playing Field Caretaker	26/02/2023		Unity Current Account		Salary	Nicola Lane	X	212.80		212.80
243	NEST - Pensions	26/02/2023		Unity Current Account		Salary	NEST	X	49.38		49.38
244	Expenses	26/02/2023		Unity Current Account		Expenses	Kate Bennett	Z	108.64		108.64
245	Training	26/02/2023		Unity Current Account		Training	Norfolk Parish Training Supp	Z	300.00		300.00
Total									3,109.11	61.96	3,171.07