

DRAFT Minutes of an Ordinary Meeting of the Parish Council of Emneth that took place on Tuesday 13th January 2009 in the Central Hall

The meeting commenced at 7.00pm.

001/09 PRESENT were Councillors Mr R Waterfield (Chairman), Mrs O Graham, Mrs Y Howard, Mr M Wiles, Mr S Curtis, Mrs G Harper, Mr N Terrington, Mr F Blake, Mr R Towler, Mr A Green, Mr J McCourt, Mr M White and the Clerk Mrs M Sawyer.

002/09 APOLOGIES for absence were received from County/Borough Councillor Mr H Humphrey.

003/09 COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AS REQUIRED BY THE PARISH COUNCIL'S CODE OF CONDUCT 2001
None declared.

004/09 MINUTES of the Ordinary Parish Council Meeting held on Tuesday 2nd December 2008 had previously been distributed to all councillors with copies being made available for public perusal at the post office and the Central Hall notice board. They were taken as read and after making an amendment to Minute number 207/08 to clarify the situation regarding loss of land rent income they were signed by the Chairman as a true record.

005/09 REPORT OF PARISH/POLICE LIAISON OFFICER & OTHER POLICE MATTERS.

There was no Police Officer present.

The Chairman reported that he had chaired the last meeting and he gave a report on proceedings. He advised members that the next meeting would be held on 16th February 2009 at Feltwell.

The following Police Open meetings were noted:

- Visit to Wymondham HQ on 20th January 2009
- Police Budget meeting on 29th January 2009

006/09 MISCELLANEOUS CORRESPONDENCE RECEIVED

The following items were dealt with at the meeting:

- **Review of East of England Plan to 2031** - update noted.
- **West Norfolk Fuel Poverty & Anti-Poverty Forum.** Details of background information circulated.
- **Request from Councillor N Terrington** that it be recorded that the Clerk be commended for the way Minute 207/08 was worded to convey what is a somewhat complex subject.
- **Hagbeach Hall Moat** – A letter from Norfolk Landscape Archaeology that had been sent to a parishioner was circulated. This stated that efforts are being made to establish ownership of the old moat and it is hoped that restoration and conservation work will be carried out in the near future. The letter to be placed on file for future reference.

The following items are in circulation:

- Standards Committee Minutes of Meetings & Reports
- CAG/LAG meeting Minutes
- CPRE Fieldwork
- Clerks & Councils Direct issue 61
- Norfolk Matters
- Norfolk Link 168
- Fens LEAP Programme update
- Letter from MP re speeding petition
- The Wash Times
- NRCC Signpost
- Various advertising leaflets.

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007/09 FINANCIAL MATTERS

a) Cash received since last meeting:

- i) Peter Barnes – balance of Burial Fees owed in respect of Mrs P M Parker - £275.00
- ii) M J Coates – memorial fees in respect of Freda Bedson - £20.00
- iii) EDF Energy – wayleaves payment - £106.33
- iv) Mr M White – agricultural land rent - £42.26

b) The following invoices were approved for payment:

- i) Mrs J Eady – re-imbusement for protective clothing purchased - £42.18
- ii) Mrs J Eady – salary & expenses – December 2008 - £195.50
- iii) E.On – unmetered supply – November/December 2008 - £257.88
- iv) CGM – grass cutting - £106.38
- v) Mazars – external audit fees - £460.00
- vi) MHB Services Ltd – footway lights maintenance contract – January/February - £82.24
- vii) Mrs M Sawyer – salary & expenses – December - £631.94
- viii) Mr R Waterfield – Chairman’s allowance & re-imburse for refuse bags purchased - £64.62
- ix) Mrs O Graham – Vice-Chairman’s allowance - £25.00
- x) Central Hall Management Committee – hire fees - £890.00

008/09 FINANCIAL ACCOUNTS FOR YEAR 2007/2008

Members were advised that the external Audit had been completed and no problems had arisen. The auditor’s comments were noted. The Accounts will now be published on the parish council’s website.

009/09 BUDGET AND PRECEPT FOR YEAR 2009/2010

All members had previously received a copy of the projected expenditure for 2008/2009 together with a proposed Budget and Precept requirement for 2009/2010 that had been prepared by the Finance sub-committee. After discussion and the explanation of one or two items it was proposed, seconded and agreed to adopt the Draft Budget and to Precept for £24,000.00. Members were shown a copy of the letter that BCKLWN will enclose with all bills explaining their mistake last year and how the current year’s tax will be affected. This was approved.

010/09 PLANNING MATTERS

1 The following Notice of Withdrawal was noted:

- a) **08/02471/RM** – Plot1 & Plot 2 at 129Chruc Road – changes to elevation and chimney stack.

2 The following Planning Authority Decision was noted:

- a) **08/2477/O** – land east of 81 Church Road – construction of two dwellings – permission granted.

3 The following new property address was noted:

- Number 75 Hollycroft Road to be known as ‘The Beeches’

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- 011/09 HIGHWAY MATTERS**
New matters reported:
Despite several complaints to Highways it was reported that potholes along Elmside have not been repaired.
Overgrown hedges – still no improvements at various locations along Hawthorn Road. The Clerk to write to the householder again.
- 012/09 PLAYING FIELD MATTERS**
Poplar Trees
There was considerable discussion on the future of the trees. The Chairman advised members that he had received contact details of the Community Team. It was, however, decided to leave the matter on hold for the time being.
SKATE
The Representative Member reported that a Draft Protocol for partnership working with the Parish Council is being prepared and will be presented for approval in due course..
- 013/09 FOOTWAY LIGHTING MATTERS**
Damaged Column
As it appears that MHB have made a mistake with regard to damaged light columns, the Chairman agreed to inspect the lights and advise the Clerk accordingly so that MHB can be notified.
- 014/09 AGRICULTURAL HOLDINGS MATTERS**
Rents
The Clerk reported that all rents had now been paid.
Garden Allotments
Councillor S Curtis advised members that he had spoken with the lady parishioner requiring a garden allotment and despite the overgrown state of the land she was still willing to take the small corner plot (18a) off Lady's Drive. The Clerk will write to her to confirm the Council's agreement and terms decided at the November meeting.
- 015/09 CEMETERY MATTERS**
1 Cemetery Extension
No progress.
2 Working Party Report
It was reported that other than three graves needing to be built up there were no problems
3 Over-sized Memorial Stone
The revised application and drawings were circulated. In view of the recent death and burial of Mr Taylor's widow who is buried alongside it was decided to wait until application for her headstone is made to then see what can be done to reduce the size of the existing. The stonemason to be informed of this decision.
- 016/09 PARISH COUNCIL WEBSITE**
Members were able to view the website that had been made available for the evening. The design and layout was approved and the designer will be asked to launch it permanently.
- 017/09 EMERGENCY PLANNING - COMMUNITY PLAN**
On-going.

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018/09 FREEDOM OF INFORMATION ACT – NEW SCHEME
Council documents for publication are being reviewed.

019/09 TRAINING, SEMINARS ETC

Details of the following events were circulated:

- i **Planning – Parish Training and Information** – Thursday 29th January 2009. The Clerk confirmed that four places had been reserved for this event in the Downham Market Town Hall that will commence at 10.10am and finish at 4.00pm with lunch provided.
- ii **Local Government Re-organisation Update** – King’s Court Tuesday 17th February 2009 commencing at 6pm.

020/09 DATE OF NEXT MEETING

The date of the next Ordinary Parish Council Meeting was confirmed as being Tuesday 24th February 2009, commencing at 7.00pm in the Emneth Central Hall.

There being no other business to discuss the Chairman closed the meeting at 9.00pm

CHAIRMAN

Dated 24th February 2009