



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 28<sup>th</sup> January 2020 at 6.30pm held in a private room at The Gaultree Inn<sup>1</sup>**

**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, Borough Councillor Crofts

**Apologies:** Councillor Howard, County Councillor Humphrey

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

**Public:** 0

**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 Forum<sup>2</sup>**

There were no members of public present so it was not necessary to suspend the meeting to hold a Public Forum.

**6 Reports**

**a) Police Report;**

- i. The local policing team had visited the village this month to engage with residents in attempt to educate them regarding the use of 'Noz'. There has been an increase in empty noz cannisters being found particularly at the village hall in recent months and this had been reported to the Police by the parish council a couple of months ago. Their visit was welcomed and appreciated by Members of the parish council who are concerned for the safety of the younger residents of the parish.
- ii. Any anti-social behaviour in the village should be reported on the non-emergency number 101.

**b) Borough Council Report**

- i. Over the last ten years £90,000.00 has been raised from recycling metal parts from Mintlyn Crematorium and these funds have been donated to the Queen Elizabeth Hospital in King's Lynn.
- ii. The proposed incinerator for Wisbech will ultimately be decided by Fenland District Council. The parish council *should* be statutory consultees if and when an application is submitted.
- iii. Joint administration working opportunities between Norfolk Borough Councils are being investigated in a bid to try and save money and become more efficient.
- iv. Seventy planning appeals were submitted from the Borough in 2019; only thirteen were upheld and successful, the remaining fifty seven were dismissed.

**c) County Councillor Report**

- i. The County Council has pledged to work with communities, landowners and partners to plant 1m trees in Norfolk in the next five years as part of its plan to reduce carbon levels.

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<sup>1</sup> Due to refurbishment at Emneth Central Hall this month's meeting had to be held in a private room at The Gaultree Inn; it should be noted that the public house was not open at the time of convening.

<sup>2</sup> The Public Forum is 15 minutes.

- ii. The Council is meeting again on 3 February to consider a final submission to the Boundary Commission. Proposals will be available when the agenda is released.
- iii. Initial draft County Budget proposals have been published and will be considered at Cabinet on 13<sup>th</sup> January and then by Council on 17<sup>th</sup> February. The key points are:
  - a) **A Council Tax rise of 3.99%** next year in line with Government expectations – 1.99% for all services and 2% through the Government’s adult social care precept. A 3.99% increase would see the County Council’s share of band D bills rise by £54.27, to £1,416.51.
  - b) **Total savings and increased income of £38.2m** for 2020-21, rising to a total of £61.8m over four years. The new proposals for the next year are:
    - Adult social services: £7.2m – including saving £3.8m by increasing home and accommodation-based reablement, which helps people regain independence after being in hospital
    - Children’s services: £3.8m – including saving £3.5m by commissioning new care for children, with better outcomes and lower costs
    - Community and environmental services: £2.2m – including saving £250,000 by renegotiating highways contracts
    - Strategy and governance department: £500,000 – including saving £320,000 through income generation and vacancy management
    - Finance and commercial services and finance general: £800,000 – including releasing £500,000 from organisational change budgets
    - Business transformation: £760,000 through making the council’s processes more modern, efficient and business-like
    - Investing £887,000 in the fire service, to support the proposals in the integrated risk management plan.
- iv. **A forecast budget gap of £89.1m by 2023-24**, which includes a gap of £35.5m to be addressed in 2021-22.

**d) Parish Councillor Reports/Correspondence**

- i. VE Day 75’ will be celebrated internationally for three days from Friday 8<sup>th</sup> May 2020 to Sunday 10<sup>th</sup> May 2020 with the Friday being a bank holiday (moved from Monday 4<sup>th</sup> May 2020). A village celebration for the residents of Emneth is being considered; possibly a family village street party in the afternoon from 12-4pm followed by an evening family disco for a maximum of 200 people with a £5.00 per ticket refundable charge.

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 £2000 in reserves if needed.

The parish council held a Public Meeting at the Methodist Chapel on Tuesday 21<sup>st</sup> January 2020 at 7pm; twenty eight residents were present to share ideas for a commemoration of the event. The next public meeting will be Monday 17<sup>th</sup> February at 7pm to further these discussions and ideas. All welcome. If sufficient support from the community cannot be generated the afternoon event will not go ahead.

It was resolved with all in favour to approve expenditure of £852.00 for the evening celebration which covers the disco, banners, bunting, posters, banqueting roll, plates, napkins etc.

The Chairman agreed to involve the school and nursery and to provide them with a flyer about the event to take home to try and raise village awareness of the proposed events.

- ii. It was resolved with all in favour to approve expenditure of £79.00 per year for the next six years to provide a donation to St. Edmunds Church towards the annual maintenance charge for the parish clock.

## 7 Finance

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

<b>Payments - January 2020</b>					
<b>Payee</b>	<b>Goods/ Services</b>	<b>VAT</b>	<b>TOTAL</b>	<b>dd/chq</b>	<b>Supplier/Service</b>
Salaries	1,509.25	0.00	632.28	dd	Clerk, Litter Picker, Playing Field Caretaker
Kate Bennett Expenses	87.06	3.70	90.76	103250	Mileage, mobile, internet, stationery, electricity
Jean Eady	0.00	0.00	0.00	103251	60.5 hours
Nicola Lane	0.00	0.00	0.00	103252	66 hours
HM Revenue and Customs	247.40	0.00	247.40	103253	PAYE
E.on	59.60	2.98	62.58	103254	December energy charges
Advanced Payroll Services	15.00	0.00	15.00	103255	November payroll services
British Telecom	26.30	5.26	31.56	DD	Phone services - December
Veolia Ltd.	92.47	18.49	110.96	103256	7 lifts - 4/12, 11/12, 20/12, 24/12
Westcotec	87.66	17.53	105.19	103257	January street light maintenance fee
	<b>2,124.74</b>	<b>47.96</b>	<b>1,295.73</b>		

\*salaries reported together (data protection).

- b. Income since the last meeting was noted at £465.00 (cemetery).  
c. The agreement with Unity Trust Bank to move to internet banking was signed by the authorised signatories.

## 8. Planning Applications

- **To receive and consider *Planning Applications* since the last meeting;**
  - Planning Application 19/02053/F, it was resolved with all in favour to approve the application.
  - Planning Application 20/00111/F, it was resolved with all in favour to *approve* the application.
  - Planning Application 20/00102/F, it was resolved to *approve* the application with a recommendation to install obscured glass to the rear facing window on the second floor.
- **To note any appeal notifications since last meeting;**
  - Planning Appeal Reference APP/V2635/W/19/3232219 by Mr. David Howard at 56 Church Road, Emneth for a residential development of seven dwellings; the appeal was *dismissed*.
- **To note any decisions made at the Borough Council since last meeting**
  - Planning application 19/01973/LDE, Certificate of Lawfulness for use of buildings for parking; *lawful*.

## 9 General Correspondence

- a. An email from a resident of Hollycroft Road concerned with speeding vehicles in the village was noted and had been responded to by the Clerk.  
b. An email from an agricultural land tenant renting parish council land at Ladys Drove requesting to install a gate with a lock at the entrance to the allotment land was acknowledged and the request approved. Clerk to request some keys to the lock for the parish council.  
c. A letter from Norse confirming an estimated 5% increase in charges next financial year for the maintenance of the play area and football pitches at Hungate Road was noted.

## 10 Norfolk County Council Highways Issues

- a) Clerk to arrange a meeting with the Highways Engineer for the Chair and Vice Chair.

## 11 Cemetery Issues

- a) Works to the high-risk trees in the churchyard will be carried out by CGM Group week commencing 10<sup>th</sup> February 2020 (weather permitting).  
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 costs for this for the February meeting.

Burials/cremations will be offered to *residents* of the parish *only* as of 1<sup>st</sup> January 2020 i.e. prohibit non-resident reservations for burial plots and any future non-resident burials. Plots and burials may be reserved and carried out respectively before the 1<sup>st</sup> January 2020 but not after this date. 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) Some hard standing is required at the cemetery to position the large general waste bin. Discussions need to take place with the waste collector and the Church. On going.
- d) It was noted that Reverend Dawn Mason's last service in the parish will be Sunday 16<sup>th</sup> February 2020 at 10.30am; Members are invited to join the service and take part in refreshments afterwards.

**12 Agenda Items for the next meeting**

- Future burial ground for the parish – advertising of non-resident burials and further discussion for a commemorative wall in the cemetery
- VE Day 75 celebrations
- Breakdown of statistics from the SAM2 camera

**13 Date of Next Meeting**

- a) The next meeting will be Tuesday 25<sup>th</sup> February 2020 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.20pm

Chairman's signature .....