

Meeting Minutes of Emneth Parish Council
Tuesday 25th January 2022 at 6.30pm held at Emneth Central Hall (draft)

Parish Councillors present: Brenda Poole, Michael Pearson, Roland Fry, Lloyd Groves (Chair), Mike Wiles, Mick White, Dan Finnis, Mark Purchase, Steve Curtis, Julian McCourt and Phil Leakey. Also present: Kate Bennett (Parish Clerk) and Chris Dawson (County Councillor) and two members of the public
Apologies were received from Yvonne Howard and Chris Crofts (Borough Councillor)

1 Welcome

The Chairman welcomed everyone to the meeting.

2 Apologies for absence

Apologies 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 and no dispensations were required for this meeting.

4 Open Forum for Public Participation: 15 minutes

Member of Public 1; addressed the Council regarding Planning Application 21/01569/F proposed change of use from a hotel to a large House of Multiple Occupancy at Elme Hall Hotel, 69 Elm High Road, Emneth. The gentleman in question was the architect who had previously provided an updated plan to the Clerk via email of the proposal to now correctly reflect the amended amount of rooms proposed; 26 and not the original 34. The updated plan was noted.

Mr. Beckett advised the Council that Black Cat Letting Agents were the Management Company responsible for the proposal; he reported that all 26 rooms would be let to professional working people who would be fully vetted and reference-checked through the Management Company. Proposals included a shared kitchen and dining space on both floors; a caretaker would be living on-site with weekly visits from cleaners and gardeners. Parking would be available to the front; this is not currently marked out but there are reportedly 1.5 spaces per room. There will be security to enter the building. It was noted that this proposal is for the front section of the hotel only; the main hall is a completely separate entity at this time.

County Councillor Dawson made reference to the Borough Council's project for the homeless at the Travelodge in King's Lynn.

County Councillor Dawson provided an update on the current situation at Welney; there are five options available to prevent the road from flooding, all options and their associated costs are being considered by the Welney Parish Council Steering Group, the Borough Council and Cambridgeshire County Council. It was noted that Anglian Water are currently investigating the provision of a large reservoir somewhere on the Cambridgeshire/Norfolk border.

Member of Public 2; Bill Smith presented Council with proposals for an Upwell to Wisbech tram memento somewhere in Emneth. It was agreed that this would be an agenda item for next month.

Mr. Smith, Councillor Dawson and Mr. Beckett left the meeting.

5 To approve the Minutes of the meeting held on 14th December 2021

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

6 Clerk to provide an update on matters not included on this month's Agenda

- a) It was noted that the parish council are currently tied into a contract with British Telecom for the phoneline and broadband at Central Hall until 21st January 2023 and British Telecom would charge an early termination fee of £419.00 if we wanted to change provider prior to the contract ending.
- b) Paperwork confirming the approval of tree work in the churchyard from St. Edmund's Parochial Church Council is awaited; once this has been received payment and paperwork can be sent to the Diocese to continue with works to T10 (sycamore) and G4 (mixed species) in the churchyard.

7 Finance

- a) It was resolved to approve all outstanding payments per the January payments list.
- b) Income since the last meeting was noted at £500.00 from the cemetery.
- c) A quote of £600.00 had been received from CGM Group to remove the spoil heap in the cemetery; it was resolved with all in favour to obtain three quotes from ground contractors for the piping of the dyke on the right hand side of the stow-way upon entering the cemetery and using the spoil in question to back-fill this piped dyke; Clerk to provide an update at the February meeting.

For the purpose of the Minutes, there is no legal reason why surplus grave soil/spoil that has not been in contact with human buried or cremated remains cannot be removed from a cemetery and disposed of. The removal of soil/spoil from consecrated graves in local authority cemeteries does not need church approval i.e. a Bishop's faculty or Archdeacon's licence. It is regarded as good practice that a licenced waste contractor is engaged to remove soil that cannot otherwise be spread in other parts of the cemetery and the contractor provides an "end use" certificate i.e. written confirmation of where the soil will be used. Ideally it should be used for commercial construction projects, road works etc. rather than landscaping or in domestic gardens.

- d) It was resolved with all in favour to return the £491.00 grant funding from Norfolk Community Foundation donated last year for Victory in Europe Day celebrations which didn't materialize due to the coronavirus pandemic.
- e) It was resolved with all in favour to approve expenditure to the Diocese for the statutory petition fee of £305.40 for works to two of the trees in the churchyard (T10 & G4).
- f) It was noted that funding of £2,497.50 for a replacement bus shelter adjacent to Elmfield Drive had been applied for from the Borough Council's Community Infrastructure Levy fund.

8 Planning

- a) To consider planning applications since last meeting;

Planning Application 1: 21/01569/F proposed change of use from a hotel to a large house of multiple occupancy at Elme Hall Hotel, 69 Elm High Road, Emneth; the updated plan to now correctly reflect the right amount of rooms was noted, an amended application is expected from the Borough Council in due course.

Planning Application 2: 21/01774/F (amended) proposed extension to outbuilding to provide indoor swimming pool, new 4-bay garage with games room above and new outdoor tennis court at The Old Vicarage, 76 Church Road, Emneth; it was resolved with all in favour to support this amended application.

- b) To note any planning decisions since last meeting; five decisions from the Borough Council were noted. All planning applications can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

9 To discuss Parish matters; no report.

10 To note general correspondence

- Email from BD Upton Builders was noted confirming the road names for the new estate off Hungate Road; Anvil Way and Contour Close

- Email from Bill Smith was noted regarding the Upwell to Wisbech Tram Memento
- Emails from Norfolk County Council were noted regarding Jubilee celebrations
- Email from the Diocese of Ely was noted regarding a faculty for the felling of two trees
- Emails from Elm Parish Council were noted regarding the coppicing of trees along the canal towpath
- Email from Norfolk County Council was noted regarding the Police Budget Consultation available online
- Email from Norfolk County Council was noted regarding quarterly TEAMS meetings for Highways updates
- Email from the Borough Council was noted regarding this years Mayor's Awards for Design

11 Cemetery Issues

- a) It was noted that CGM Group are preparing a quote for the felling of tree T10 Sycamore and G4 Mixed Species in the churchyard.

12 Allotment Land issues; no report.

13 To discuss Central Hall issues

- a) It was resolved with all in favour to form a Jubilee Celebrations Sub-Committee Group to help organize a village event in June 2022.

14 To discuss Playing Field issues

- a) This year's expenditure by the Playing Field Committee had been received by the Clerk together with a copy of their latest bank statement. It was noted that only three of the four quarterly grant payments will be paid to the Playing Field Committee this year.

15 To discuss Norfolk County Council issues including highways; no report.

16 To receive a report from County Council;

17 To receive a report from the Borough Council; no report. see Item 4 of these Minutes.

18 To note any communications from the Police since last meeting

- a) The next Safer Neighbourhood Action Panel meeting is on 31st January 2022 via TEAMS.
 b) Our Community Engagement Officer 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

- To set a date for the Annual Parish Meeting
- To appoint an Internal Auditor for 2021/22
- To provide an update on quotes for piping the dyke in the cemetery
- To discuss an Upwell to Wisbech Tram Memento for Emneth
- To further discuss Jubilee Celebrations for the village in June 2022

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

21 To discuss particulars of the Playing Field Caretaker's contract

- a) The particulars in question were further discussed; Clerk to make the necessary amendments to the contract and job description.

22 Date of Next Meeting

The next meeting will be held on Tuesday 22nd February 2022 at 6.30pm in the Committee Room at Central Hall.

Meeting closed at 7.50pm

Chairman's signature