

## Draft Meeting Minutes of Emneth Parish Council

Tuesday 31<sup>st</sup> January 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, Councillor Kok and Councillor White. Also present: Kate Bennett (Parish Clerk), Borough Councillor Chris Crofts, Harry Humphrey and County Councillor Chris Dawson and two members of the public

**Apologies:** Councillor Fry

### 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.

### 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 street light outage at Meadowgate Lane; noted.

### 5 To approve the Minutes of the meeting held on 29<sup>th</sup> November 2022

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 discuss Playing Field issues

- a) The Chairman of the Playing Field Committee gave a brief report on expenditure i.e. heating / lighting / cleaning / water etc.
- b) Recent works by Bates Environmental to replace a pump in one of the drainage outlets are proving very successful so far.
- c) Installation of the x9 new hand dryers is nearly complete.
- d) A funding application to the Borough Council's Community Infrastructure Levy fund has now been submitted for a new set of goal posts for the 'reserves' pitch; cost £4,430.00.
- e) A grant of £1,200.00 has been received from the Football Foundation.
- f) The Playing Field Committee were reminded that they must always endeavour to achieve three quotes, where possible, for expenditure exceeding £500.00.
- g) It was resolved to apply to the next round of funding from the Community Infrastructure Levy fund for repairs to the main car park area at the playing field (expected to be July 2023).

### 7 To receive a report from our Norfolk County Councillor

- a) There will be a consultation next month regarding Devolution.
- b) Elections will take place on 4<sup>th</sup> May 2023.
- c) Lady's Drove, Emneth is on the short list for repairs as are improvements for the Broadend Road junction with the A47 at the Walsoken / Emneth boundary.
- d) Council Tax will increase in line with the Government's cap of 4.99% – 2.99% for general Council Tax and 2% for the Adult Social Care precept.

### 8 To receive a report from our Borough Councillor

- a) Main Council will consider the 2023 2024 budget proposals on 26<sup>th</sup> February 2023.
- b) The Local Plan is now not expected to be approved until Summer 2023.
- c) Norfolk County Council will be giving a presentation on *devolution*.
- d) Cost of living grants are now available; information available on the Parish Council noticeboard at Central Hall, Gaultree Square and on the website.

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

- a) The trees from the *Million Trees for Norfolk* Project will be paid for when an invoice is received (£421.30) and collection can be made on Saturday 11<sup>th</sup> February 2023 between 10.30am-1pm from Gaywood Library.

- b) A meeting with Liz Truss MP will be arranged when a suitable day / date can be agreed.
- c) Councillor training will take place on Tuesday 21<sup>st</sup> February 2023 at Central Hall; time to be advised.
- d) It was noted that collection costs for the two bins at the churchyard have increased by 6.13% to £15.56 per lift per bin.
- e) The new contractor for 2023 has signed the contract for the grass cutting at the cemetery / churchyard.
- f) Parish Council Elections will take place on 4<sup>th</sup> May 2023. This year's Annual Parish Council Meeting will be on Tuesday 23<sup>rd</sup> May 2023.
- g) It was noted that the application to install a dog waste bin at the top of Elmside / Hollycroft Road has been refused by the Borough Council on health and safety grounds.
- h) A *temporary event notice* for a business at Gaultree Square was noted.
- i) A King Crimson Acer tree has been planted at the playing field bought via a donation from the *Norfolk Community Foundation's Small Grant Scheme*.
- j) It was noted that the Upwell to Wisbech tram memento planning application has been approved and it was agreed that once this memento and the one near to B&Q at The Peel Centre are installed / completed, both can be adopted by the Parish Council and added to their asset register.

## 10 Finance

- a) It was resolved with all in favour to approve the January 2023 Payments List as presented.
- b) Income since the last meeting was noted at £50.00 (cemetery).
- c) It was resolved with all in favour to change payroll provision from 1<sup>st</sup> April 2023 to the Norfolk Association of Local Councils at a cost of £216.00 per annum for three employees.
- d) A letter to the bank was signed to increase the limit on the corporate card to £1,000.00.
- e) The parish council's bank balances at 31<sup>st</sup> January 2023 were noted at: Community Account £56,605.98 and the Savings Account at £33,353.39.

## 11 Planning

- a) To consider planning applications since last meeting:
  - Planning application 22/01820/F** proposed 2 storey extension at 1 The Wroe, Emneth (amended). It was resolved to approve this application.
  - b) To note any planning decisions made by the Local Planning Authority / appeal notifications
    - Planning application 22/00875/CU** retrospective application conversion of guesthouse to H.M.O. at 85 Elm High Road, Emneth – permitted.
    - Planning application 22/01803/F** proposed annex at Reffley, 42 Hungate Road, Emneth – permitted.
    - Planning application 22/01826/O** proposed new dwelling at Strawberry Cottages, 52 Church Road, Emneth – permitted.
    - Planning application 22/01141/F** erection of Wisbech to Upwell tramway memento at Land South of Birds Corner, Emneth – permitted.

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 resolved upon by Emneth Parish Council can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

## 12 To discuss Parish matters

- a) It was reported that works have unfortunately already started on the installation / erection of one of two new proposed compost bins for the old canal towpath without approval from Emneth Parish Council. Concerns over the size / potential odours from and the dumping of general rubbish into these areas was discussed and it was resolved for the Clerk to send Elm Parish Council a letter to express their concerns on the lack of communication between both Parish Councils surrounding the authorization of works to be carried out by the F.E.E.T. group. Further discussion on recent issues at the towpath to be deferred to after Item 20 of the agenda due to the confidential nature of the business to be discussed.

**13 To note general correspondence received since last meeting**

- a) An email had been received from a resident requesting the Parish Council considers re-investigating the feasibility of installing a footpath at Hollycroft Road from the junction of Fendyke Road. It was resolved with all in favour for the Clerk to progress with Norfolk County Council Highways. A footpath for Church Road (near to Thatchwood Avenue) was also discussed again. Clerk to discuss the matter with Highways. It was resolved with all in favour to pursue funding via the Community Infrastructure Levy fund and the Parish Partnership Scheme if either of the projects come to fruition.

**14 Cemetery Issues**

- a) It was resolved with all in favour to approve expenditure of £550.00 for works in the churchyard; £150.00 to cut one side of one of the hedges and £400.00 to cut down and spray all of the ivy along the church wall and sections of it within the churchyard.

**15 Allotment Land issues**

- a) It was resolved for the Clerk to write to a tenant of parish council land at Grays Lane to request that the seven scrap / non-agricultural vehicles on the land are removed.

**16 To discuss Central Hall issues**

- a) Anti social behaviour to the rear of the village hall persists. It was felt that some drop-bollards might help with deterring vehicles from pulling up here; the Central Hall Committee to progress.  
b) It was noted that the CCTV to the rear of the village hall is not currently working as the wifi booster is broken; Councillor Groves to progress.

**17 To discuss Norfolk County Council issues including highways**

- a) Correspondence from Highways England was noted regarding highway improvements at the A47 / A1101 Elm High Road junction / roundabout.  
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](mailto: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 4<sup>th</sup> 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 approve expenditure for works to trees along the old canal towpath

**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) It was resolved to approve the new local government pay scales for the Clerk effective 1<sup>st</sup> April 2022 and to approve one extra day annual leave for the Clerk from 1<sup>st</sup> April 2023.  
b) The Parish Council had been notified about an incident along the towpath which had subsequently been reported to the Police. It was generally felt that at this stage if the Police were involved to leave the matter in their hands.

**21 Date of Next Meeting**

The next meeting will be held on Tuesday 28<sup>th</sup> February 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 8.25pm

Chairman's signature .....