

## Draft Meeting Minutes of Emneth Parish Council

Tuesday 25<sup>th</sup> July 2023 at 6.30pm held in the Committee Room at Emneth Central Hall

**Parish Councillors present:** Councillor Pearson, Councillor Wiles, Councillor Groves (Chairman), Councillor Howard, Councillor Curtis, Councillor Finnis, Councillor Purchase, Councillor McCourt, Councillor Tingley, Councillor Fry and Councillor Burgess-Lee. Also present: Kate Bennett (Parish Clerk), Chris Dawson (County Council) and two members of the public

**Apologies:** Harry Humphrey, Councillor Kok and Borough Councillor Crofts

### Minutes (draft)

#### 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 were requested.

#### 4 Open Forum for Public Participation (15 minutes): no report.

#### 5 To approve the Minutes of the meeting held on 27<sup>th</sup> June 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 Clerk to provide an update on any matters not included on this month's agenda

- a) A photograph of the goal posts *erected* is still awaited from the Playing Field Committee in order to claim the remaining £430.00 of funding outstanding from the Borough Council. A cheque for £1,200.00 via the Football Association was passed to the Clerk at the meeting.
- b) The replacement bus shelter on the A1101 adjacent to Morrisons is still awaiting the solar lighting and a replacement 'flag' denoting 'Emneth'.
- c) The old bench from the village sign area still needs disposing of; currently being housed at Councillor Howard's. Councillor Groves agreed to collect and dispose of.
- d) Repairs to the church wall are still on going.
- e) A letter has been sent to a resident of Chapel Lane answering queries he raised surrounding works on the old canal towpath and demarcating boundary lines.
- f) Norfolk ALC are now providing payroll services to the Parish Council.
- g) Still awaiting 2 of the 3 quotes for the tree work required in the churchyards / cemetery.

#### 7 To discuss Playing Field issues

- a) The Chairman of the Playing Field Committee provided an overview of the Charity's current situation which is pretty bleak; with only 1 football team now using the facility, funds are running very low. It was resolved with all in favour to temporarily pay the Charity's monthly public liability direct debit payment of £150.00 and to monitor the situation.

It was resolved to publicize the facility more on social media to try to encourage other user groups. Investigations to be made into repurposing the skate park into a Multi Use Games Area (MUGA).

- b) One quote had been received for resurfacing the car park area at the Playing Field; a further quote is expected. It was agreed that this quote at nearly £98,000.00 was unattainable for a Parish of Emneth's size. To be discussed again next month once another quote is available.

#### 8 To receive a report from Norfolk County Council

- a) Acknowledging that the new cutting regime for this year has not been entirely successful, Chris Dawson suggested that, next year, certain areas could be looked after 'locally' at Parish level with funding from his Norfolk County Council allocation<sup>1</sup>. Next year's 'cutting Policy' will be reviewed as

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<sup>1</sup> Upto a maximum of £400.00

the current system is very confusing with the Borough / the County / the Internal Drainage Boards / private individuals all being responsible for different areas.

- b) Sex Education in schools is currently under review.
- c) Our local highways division is still struggling to recruit staff to fill two vacancies.
- d) A meeting is planned with Elizabeth Truss MP and the Police and Crime Commissioner at Emneth Academy to address the parking problems; date to be advised.

#### **9 To receive a report from the Borough Council**

- a) Correspondence regarding travel schemes in the Parish was noted; Clerk to respond.

#### **10 Finance**

- a) It was resolved with all in favour to approve the July 2023 Payments List as presented.
- b) Income received since last meeting: £1,910.00 (cemetery).
- c) It was resolved to approve expenditure of 50% of £497.61 + Vat to Idverde (via Elm Parish Council) for a replacement wooden gate at the Collett's Bridge end of the old canal towpath.
- d) It was resolved with all in favour to appoint *Cozens (UK) Ltd.* as the new street light maintenance contractor for the Parish from 1<sup>st</sup> September 2023 at a cost of £45.00 + Vat per month.
- e) Councillor Burgess-Lee and Councillor Tingley viewed the bank statements.

#### **11 Planning**

- a) To consider any outstanding planning applications since last meeting:

**Planning application 23/00981/F** single storey rear annexe extension and new cladding to main unit at Meadowgate, Meadowgate Lane, Emneth (retrospective application): it was resolved to make no comment to this application at this time.

**Planning application 23/01123/F** proposed outdoor tennis court at The Old Vicarage, 76 Church Road, Emneth: it was resolved to support this application.

- b) To note any planning decisions made by the Local Planning Authority / appeal notifications

- Planning application 23/00574/O Land opposite Prospect House, 107 Elm High Road Emneth, residential development for up to 4 dwellings: application refused by the Local Planning Authority.
- Planning application 23/00205/F Colletts Bridge, 125 The Wroe, Emneth, proposed change of use and erection of stable: application permitted by the Local Planning Authority.
- Planning application 23/00629/F 30 Hungate Road, Emneth, proposed garage building: application permitted by the Local Planning Authority.
- An appeal has been made to the Secretary of State by the Old Jam Factory, Chapel Len, Emneth against the LPA's enforcement notice alleging the unauthorized change of use of the land to use as a dance studio.

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/>

#### **12 Parish Matters**

- a) A fallen / broken branch from a willow tree close to the Pocket Park entrance of the old canal towpath has been removed by Idverde following high winds this month: costs to be shared 50/50 with Elm Parish Council.
- b) The Pocket Park end of the towpath is becoming very overgrown. Clerk to speak with F.E.E.T. and agree a maintenance programme moving forward. Historically this end of the towpath has not been maintained by F.E.E.T.
- c) Clerk to obtain approval from Elm Parish Council before offering to donate some trees / hedge plants to a resident of Chapel Lane to help demarcate their boundary line with Parish Council-owned land along the towpath.

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

- a) Email correspondence had been received inviting Members to a public exhibition at Walsoken Village Hall on 26<sup>th</sup> July 2023 on Battery Energy Storage Systems (B.E.S.S.).
- b) Email correspondence had been received from a resident of Elm High Road concerned with speeding traffic, particularly at night. A suggestion was made to deploy the SAM2 camera in the vicinity if permission can be gained from Norfolk County Council; Clerk to action.
- c) Email correspondence from a resident of Chapel Lane was noted concerning the habitat stacks along the towpath.

### **14 Cemetery Issues**

- a) The Clerk has had a meeting with a representative<sup>2</sup> of the King's Lynn Internal Drainage Board to discuss the feasibility of piping and then filling roughly 60m of dyke at the southern boundary of the cemetery<sup>3</sup> to provide further ashes plots. Initial comments are that the application will not meet the Board's criteria for piping and filling a dyke. Written consent is required from the landowners (the Diocese of Ely and the Borough Council of King's Lynn & West Norfolk) before consideration to the application will be given; Clerk to action.

In light of this information and with concerns over the length of time this could take, it was resolved for the Clerk to also pursue extending the current ashes section to the dyke boundary whilst waiting for permission from the Diocese/ Borough Council / Internal Drainage Board to pipe / infill the dyke.

A conversation ensued surrounding the feasibility of creating a new cemetery area on the front section of land owned by the Parish Council at the Playing Field; further discussion / investigation required. A point of note that the majority of the land owned by the Parish Council at the Playing Field (*16 acres of grassed playing field including the pavilion, the children's play area, the skateboard ramp and the bowling green plus a number of marked football pitches*) cannot be used for any purpose other than use as a public playing field and recreation ground per the deed of dedication signed between Emneth Parish Council and the National Playing Fields Association operating as Fields in Trust in August 2013.

### **15 Allotment Land issues; no report.**

### **16 To discuss Central Hall issues; no report.**

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

- a) It was noted that bids are now being invited to the 2024/25 Parish Partnership Scheme.
- b) More trees will be purchased later on in the year as part of the Million Trees for Norfolk initiative to replace the poplar trees that were removed and to donate some for the towpath.
- c) 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**

- Million Trees for Norfolk project (inc. trees for demarcating boundary line at towpath)
- To resolve on quotes for tree work at the churchyards / cemetery
- To further discuss a MUGA at the Playing Field
- To further discuss resurfacing of the Playing Field Car Park
- To consider the future of the Emneth Playing Field Charity

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<sup>2</sup> Rachael Yeowell

<sup>3</sup> The cemetery land was purchased by the Borough Council of King's Lynn & West Norfolk in 1981 on behalf of the Parish Council and is leased to Emneth on a 99-year lease.

- To discuss the provision of further ashes plots in the cemetery

**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; no report.**

**21 Date of Next Meeting**

The next meeting will be on Tuesday 29<sup>th</sup> August 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 8.10pm

Chairman's signature .....

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