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Minutes of an Ordinary Meeting of Emneth Parish Council held on Tuesday 24th June 2014 at 7.30pm at Emneth Central Hall

In attendance: Cllr. Waterfield (Chair), Cllr. Graham Cllr. Wiles, Cllr. McCourt, Cllr. Curtis, Cllr. Harper, Cllr. Howard, Cllr. Terrington, Cllr. Towler, Cllr. Oliver, Cllr. Fleet, Cllr. White, Borough Cllr. Crofts, PCSO Bortz

Apologies: County Cllr. Humphrey

Parish Clerk: Kate Bennett

Public: None

826. Apologies for absence

826.1 Apologies were given for absence as listed above and accepted.

827. Declarations of Pecuniary Interest

827.1 There were none.

828. Minutes

828.1 The Minutes of the Ordinary Meeting held on Tuesday 20th May 2014 were agreed and signed as a true record of the meeting by the Chairman.

829. Reports

829.1 Police Report –

829.1.1 PCSO Bortz reported 10 crimes since 01 May 2014. These ranged from attempted burglary, fraud, theft of fuel, harassment, seizure of cannabis and interference with a motor vehicle. The theft of scrap metal is still a county-wide issue as is the theft of garden furniture, plants and ornaments. Patrols on the borders of the county have been increased as it is suspected we are experiencing crime from visitors from neighbouring counties. 'Police Direct' is available from the Norfolk Constabulary website – just enter your postcode and you can find out current issues in your area via email, phone or text alerts.

829.2 **Borough Councillor Report** – The LDF document should be ready for Cabinet by 26 July. It then has to go to Full Council for onward submission to the Minister of State. If it is approved the sites included in the document will be the sites for development.

The Showman's Guild have adjusted the length of time that the mart is in town.

Borough Cllr. Crofts is now the Chairman of the Licensing Committee at BCKLWN.

829.3 **County Councillor Report** – nothing to report this month.

829.4 Parish Councillor Reports/Correspondence –

829.4.1 The Minutes of the Planning Meeting of 10th June 2014 were signed as a true record of the meeting. Proposed by Cllr. Graham, seconded by Cllr. Fleet.

829.4.2 The Minutes of the AGM of 20th May 2014 were signed as a true record of the meeting. Proposed by Cllr. Curtis, seconded by Cllr. McCourt.

829.4.3 The standing orders, previously circulated, were reviewed and approved subject to one amendment (at 1s) to read 'in no case shall the quorum of a meeting be less than four' instead of 'three'. Proposed by Cllr. Harper, seconded by Cllr. Curtis with all in favour. The financial regulations of 2012 were reviewed and approved on a proposal from Cllr. Harper, seconded by Cllr. McCourt. The Finance & Operational Risk Assessment was reviewed and approved on a proposal from Cllr. Curtis, seconded by Cllr. Harper. The asset register was reviewed, Clerk to make some adjustments.

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829.4.4 Two Register of Pecuniary Interests Form are still outstanding – to be returned at the ordinary meeting in July.

829.4.5 An email from Michael Clayton updating councillors on the forthcoming community project marking the World War One centenary year by Emneth Primary School was noted.

830. Finance

830.1 All were in favour to pay this month's invoices.

Payments for June 2014 Authorisation					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Came & Co.	£ 1,125.07	£ -	£ 1,125.07	102425	Annual parish council insurance - replacement cheque (chq 102412 cancelled)
BCKLWN	£ 70.00	£ -	£ 70.00	102426	Premises licence - annual fee - playing field
E.on	£ 142.19	£ 28.44	£ 170.63	102427	May street lighting
CGM	£ 390.75	£ 78.15	£ 468.90	102428	Cemetery/churchyard maintenance
	£ 19.50	£ 3.90	£ 23.40		Betsy Pad
	£ 45.00	£ 9.00	£ 54.00		Spraying in churchyard
	£ 600.00	£ 120.00	£ 720.00		Reduce crown of lime tree in churchyard
Emneth Central Hall	£ 9.92	£ -	£ 9.92	102429	Insurance premium for equipment
EPFC	£ 750.00	£ -	£ 750.00	102430	1st quarterly grant payment
R W Waterfield	£ 100.00	£ -	£ 100.00	102431	Chairman allowance
Olive Graham	£ 50.00	£ -	£ 50.00	102432	Vice chairman allowance
Norse	£ 2,927.09	£ 585.42	£ 3,512.51	102433	Six monthly grounds maintenance charge Football pitches & Play Area
Priden Engineering	£ 271.44	£ 54.29	£ 325.73	102434	Bus stop repair
Jean Eady*	£ 921.81	£ -	£ 921.81	102435	21st May to 24th June = 30 hours
Nicola Lane*		£ -		102436	12th May to 6th June = 41 hours
Kate Bennett	£ 38.72	£ 1.24	£ 39.96	102437	Expenses
Doubledays Waste Disposal	£ 130.00	£ 13.00	£ 143.00	102438	Emptying of septic tank at P/F for Hungate Rovers tournament
Westcotec	£ 74.50	£ 14.90	£ 89.40	102439	June street light maintenance
Brooks Services UK Ltd.	£ 2,580.60	£ 516.12	£ 3,096.72	102440	Repairs to playing field car park
Kate Bennett*		£ -		s/o	Monthly salary
	£10,246.59	£1,424.46	£ 11,671.05		

*salaries shown together re data protection

830.2 Income for the month – £1235.00 (cemetery).

831. Planning

831.1 To receive Planning Applications/Decisions

<p>Planning app 14/00786/F Change of use of existing east & west service stations for used car sales and hand car washing – A47, Emneth – application withdrawn. To be monitored until July's ordinary meeting.</p>	
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832. General Correspondence

832.1 There was no correspondence this month.

833. Borough Council of KL & WN issues

833.1 Nothing to report this month.

834. Norfolk County Council issues

834.1 Letter noted from NCC enquiring if ownership of the former Emneth Canal, High Road to Colletts Bridge, would be of interest to the Parish Council. NCC has signalled their intention to declare this parcel of land surplus to requirements. Cllr. Waterfield to make some enquiries.

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835. Norfolk County Council Highways Issues

835.1 The overgrown cow parsley on the A1101 at the top of Church Road at Tramways corner continues to cause issues for many parishioners as it has still not been cut. Clerk to contact the Head of Planning & Transportation at BCKLWN to complain.

835.2 The vegetation at the bus stop opposite Thatchwood Avenue needs cutting back as it is forcing pedestrians onto the road.

835.3 Several potholes from the entrance to Hungate Road allotments all the way down the road.

835.4 Potholes o/s 195 Outwell Road, Emneth.

835.5 A sewer manhole cover has sunk away from the road along Ladys Drove.

835.6 Clerk to write to homeowners along The Wroe once more regarding their overgrown hedges.

835.7 Cllr. Waterfield to pay a visit to Elmside to determine whether or not hedge cuttings etc. have been removed by Highways yet or not.

836. Footway Lighting issues

836.1. Nothing to report this month.

837. Playing Field issues

837.1 The playing field car park has now been repaired and an invoice received. Clerk to transfer these funds from the Claude Coates fund into the Community Account.

837.2 A thank you letter from Hungate Rovers Youth FC was noted for the hire of the marquee for their tournament weekend.

837.3 Clerk to purchase another dog waste bin (green) with fittings (no post required) for the hall. Delivery to Cllr. McCourt. Proposed by Cllr. McCourt, seconded by Cllr. Harper, all in favour.

838. Cemetery issues

838.1 The quote from CGM for £320.10 + VAT to build-up and re-turf 6 graves was accepted on a proposal from Cllr. Curtis, seconded by Cllr. Fleet with all in favour.

839. Agricultural holdings

839.1 Nothing to report this month.

840. Date of Next Meeting

840.1 The next meeting will be on Tuesday 29th July 2014 at 7.00pm.

Meeting closed at 8.05pm

Chairman's signature -----