



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 25<sup>th</sup> June 2019 at 6.30pm, Emneth Central Hall**

**In attendance:** Councillor Wiles, Councillor Howard, Councillor Harper, Councillor White, Councillor McCourt, Councillor Groves (Chair), Councillor Curtis, Councillor Fry, Borough Councillor Crofts, County Councillor Humphrey

**Apologies:** Councillor Oliver

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

**Public:** 4

## **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**

Councillor Howard declared an interest in Item 14b) on this month's agenda; *to discuss future burial ground for the parish.*

### **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>1</sup>**

The meeting was temporarily suspended to hold the Public Forum.

A resident of Hunters Rowe was present to report his continued concerns regarding access arrangements to the proposed new development of 117 dwellings at land at Elm High Road, Emneth. Hunters Rowe is not a suitable access and the A1101 cannot cope with the inevitable increase in traffic movements as a result of this new development. It was noted that the parish council had recommended *refusal* to this proposal from the outset but the application had been approved by the Borough Council of King's Lynn and West Norfolk.

It was noted that an application for a *temporary* access road to serve this application during the construction process has been received to be situated at Longridge, 37 Elm High Road. Emneth (not Hunters Rowe).

Three residents were present to express their interest in being co-opted on to the Parish Council to fill the current three vacancies. The resident present from Hunters Rowe also then expressed a desire to join the Council. After due consideration it was resolved to co-opt Mr. Mark Purchase, Mr. Philip Leakey and Mr. Michael Pearson and they were invited to join the rest of the meeting.

### **6 Reports**

- a) **Police Report;** the monthly newsletter had been circulated.
- b) **Borough Council Report;** Borough Councillor Crofts is now the Chairman of the Planning Committee at the Borough Council.
- c) **County Councillor Report;** Norwich Castle Museum has received a £8.7m Heritage Grant.
- d) **Parish Councillor Reports/Correspondence**
  - A resident had requested the Parish Council consider producing a Parish Plan for the village. It was resolved to request any interested parishioners attend the September meeting to discuss and advertise the proposal in the next edition of the Emneth Messenger and on parish council noticeboards etc.
  - A review of the Standing Orders to be deferred to the August meeting.
  - A request to include a link on the Parish Council's website to the nearest Job Centre was declined.
  - It was resolved to accept the Minutes from the Planning Meeting of 13<sup>th</sup> June 2019 as a true record of the meeting.
  - It was resolved for the Chairman and Clerk to sign paperwork from Fraser Dawbarns LLP relating to the custodian trusteeship for Emneth Central Hall and its adjoining land being transferred from the surviving previous custodian trustees to Emneth Parish Council.

---

<sup>1</sup> The Public Forum is 15 minutes.

## 7 Finance

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

Payments - June 2019					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Employment	1,355.01	0.00	1,355.01	dd	Monthly salary
Kate Bennett Expenses	58.52	2.86	61.38	103164	Mileage, stamps, photocopying, mobile, stationery etc
Jean Eady	0.00	0.00	0.00	103165	50.5 hours
Nicola Lane	0.00	0.00	0.00	103166	44 hours
HM Revenue and Customs	188.80	0.00	188.80	103167	PAYE
Westcotec	87.66	17.53	105.19	103168	June street lightning maintenance
British Telecom	29.80	5.00	34.80	103169	May phone services
E.on	59.60	2.98	62.58	103170	May energy charges
Advanced Payroll Services	15.00	0.00	15.00	103171	April payroll services
CGM Group	45.00	9.00	54.00	103172	Apply weed killer to churchyard and cemetery
CGM Group	130.25	26.05	156.30		Grass cutting at churchyard/cemetery 7th May
Emneth Design	27.50	0.00	27.50	103173	Website update service for May and June
Veolia	121.10	24.22	145.32	103174	1/5/19 to 29/5/19 (5 weeks) 10 pick ups - trade waste collection
Norse Eastern Ltd.	3,601.87	720.37	4,322.24	103175	6 monthly fee for grounds maintenance at the playing field/play area
Borough Council	70.00	0.00	70.00	103176	Playing Field annual premises licence fee
Borough Council	200.00	0.00	200.00	103177	Annual contribution towards maintenance of Upwell Community car park
Playing Field Committee	750.00	0.00	750.00	103178	Quarterly grant
Emma Bateman	55.00	0.00	55.00	103179	Annual internal audit fee
	<b>6,795.11</b>	<b>808.01</b>	<b>7,603.12</b>		

\*salaries reported together (data protection).

b. Income since the last meeting was noted at £1135.00 from the cemetery.

## 8. Planning Applications

a) **To receive and consider *Planning Applications and Decisions* since the last meeting**

- **Planning application 19/01047/F**, residential development of a detached bungalow with rooms in the roof and a detached garden room at Land East of 10 The Wroe, Emneth. It was resolved to approve the application.
- **Planning application 19/00926/F**, construction of temporary access road to serve approved development of 117 houses (18/01464/RMM) at Longridge, 37 Elm High Road, Emneth. No further observations to be made since the previous application came through which was approved.

b) **Decisions made by the Borough Council since last meeting;** no report.

c) The CPRE Norfolk Rural Housing Conference in Dereham was noted; cost = £35.00 each. Nobody to attend.

## 9 General Correspondence

a) An email from a resident of Outwell Road regarding giant hogweed growing at the former canal land was noted. Councillors to make a site visit to investigate with *Elm* Parish Council members.

## 10 Borough Council of King's Lynn and West Norfolk Issues

a) A report of a homeless person at Hagbeach Hall Close was noted. Clerk to report to the Borough Council.

## 11 Norfolk County Council issues; no report.

## 12 Norfolk County Council Highways Issues

- Clerk to progress the installation of a dog waste bin for Elmside.
- Clerk to investigate overgrown vegetation at Collett's Bridge Lane.

## 13 Playing Field issues

a) A quote from CGM for works to the poplar trees was noted; £5,788 + VAT to reduce trees to 6ft high and leave all materials on site or £11,820 + VAT to remove all materials from site.

## 14 Cemetery Issues

- Approval from the Diocese to carry out works to the high-risk trees in the churchyard is still awaited.
- Discussions regarding future burial ground were brief; it was noted that parish council land at Hungate Road is not suitable as it is too wet, land at Grays Lane is not suitable due to difficult access arrangements and the land adjacent to the current cemetery is not available for use by the parish council unless a planning application associated with the gifting of this piece of land by the owner to the parish council is successful (which to date it has not been). This item to be carried forward to next month for further discussion.

## 15 Agenda Items for the next meeting

- Future burial ground for the parish
- Standing Orders
- Parish Plan

- Dog waste bin for Elmside

**16 Date of Next Meeting**

- a) The next meeting will be Tuesday 30<sup>th</sup> July 2019 at 6.30pm at Emneth Central Hall.

Meeting closed at 8.00pm

Chairman's signature .....

DRAFT