



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 30<sup>th</sup> June 2020 at 6.30pm held virtually via Zoom**

**In attendance:** Councillor Groves (Chair), Councillor Oliver, Councillor Purchase, Councillor McCourt, Councillor Fry, Councillor Leakey, Councillor Howard, Councillor White, County Councillor Humphrey

**Apologies:** Councillor Harper, Councillor Wiles, Councillor Curtis, Councillor Pearson and Borough Councillor Crofts

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

**Public:** 0

**MINUTES**

**1 Welcome**

The Chairman welcomed everyone to the second *virtual* meeting of Emneth Parish Council via Zoom.

**2 Apologies for absence**

Apologies were given as above and approved.

**3 Declarations of Pecuniary Interest**

There were no declarations of pecuniary interests given for any item on this month's agenda.

**4 Public Forum<sup>1</sup>**

There were no members of the public attending so there was no need to suspend the meeting to hold a Public Forum.

**5 Minutes**

It was resolved to accept the Minutes of the last meeting<sup>2</sup> as a true record and these will be signed by the Chairman at a later date.

**6 Matters arising from the Minutes**

There were no matters arising.

**7 Finance**

a. It was resolved to approve all outstanding payments as set out below;

Payments - June 2020					
Payee	Goods/ Services	VAT	TOTAL	dd/EP/chq	Supplier/Service
Staff monthly salaries	1,326.03	0.00	1,326.03	dd	Clerk, Litter Picker and Playing Field Caretaker
Kate Bennett Expenses	82.12	0.00	82.12	EP	Monthly allowance, postage, stationery, mileage
Jean Eady	0.00	0.00	0.00	EP	50 hours
Nicola Lane	0.00	0.00	0.00	EP	44 hours
HM Revenue and Customs	199.80	0.00	199.80	EP	PAYE
Westcotec	87.66	17.53	105.19	EP	June 2020 street light maintenance fee
British Telecom	110.50	22.10	132.60	dd	Jun-August broadband services
British Telecom	27.70	5.54	33.24	dd	May 2020 phones services
E.on	59.60	2.98	62.58	EP	May 2020 energy charges for street lighting
Advanced Payroll Services	15.00	0.00	15.00	EP	April payroll services
CGM Group	2,406.40	481.28	2,887.68	EP	Apply weed killer to churchyard & cemetery, mow cemetery & churchyard, reduce height of Robinia tree and cut playing field
Terry Wiles	180.00	0.00	180.00	EP	To install x2 dog waste bins (£100) and strim, spray and weed along church wall and remove overhanging ivy
Glasdon	266.04	53.21	319.25	EP	To supply x2 dog waste bins
Emneth Design	28.00	0.00	28.00	EP	Website update service
Veolia	105.68	21.14	126.82	EP	8 collections 5/520-26/5/20
BCKLWN	70.00	0.00	70.00	EP	Annual premises licence fee for playing field
Emneth Playing Field Committee	750.00	0.00	750.00	EP	First quarterly grant
Fields in Trust	65.00	0.00	65.00	EP	Annual membership fee
AMA Waste Management	27.50	5.50	33.00	EP	Collection and disposal of 11 tyres from Ladys Drove allotment gateway
	<b>5,807.03</b>	<b>609.28</b>	<b>6,416.31</b>		

\*salaries reported together (data protection).

b. Income since the last meeting was noted at £535.00 (cemetery).

c. The switch to Unity Trust Bank from Barclays Bank has now taken place.

**8 Dog Waste Bins**

The two new dog waste bins for the parish; one for half way along the footpath at Elmside (behind the houses along The Wroe) and the other for the top of the former canal towpath at Collett's Bridge have now

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

<sup>2</sup> 26<sup>th</sup> May 2020

been installed but there are issues with the Borough Council and their boundaries and whether or not they are able to empty them or not; on going.

**9 Planning Applications;** to receive and consider *Planning Applications* since last meeting

1. **Planning Application 20/00798/F** Erection of general purpose agricultural building at Land East of 53 Mill Road, Emneth; it was resolved to *approve* the application with a condition added to ensure no change of use is permitted in the future from agricultural to domestic due to the condition of Mill Road and encroachment into open countryside.
2. **Planning Application 20/00856/F** Erection of single storey side extension to dwelling at 67 Falklands Drive, Meadowgate Lane, Emneth; it was resolved to *approve* the application.

**9a To note any appeal notifications since last meeting;** no report.

**9b To note any decisions made at the Borough Council since last meeting**

**Planning application 20/0522/O** for three dwellings at Church Road, Emneth; refused.

**Planning application 19/01416/O** for some 'reserved matters' for outline application for the proposed residential development at Longridge, 37 Elm High Road, Emneth; refused.

**Planning application 20/00194/F** for replacement dwelling at Springfield, 60 Outwell Road, Emneth; approved.

**9c** The use of the top section of the public right of way at Elmside for an access for the development of 36 dwellings will be determined when plans are received for consultation. This public right of way is owned by the parish council.

**10 Cemetery Issues**

- a) Progressing the columbarium wall will recommence once the current coronavirus pandemic has eased and social distancing measures relaxed to allow a site meeting with potential suppliers.
- b) Councillor McCourt to obtain a further quote for works to the medium risk trees.
- c) Full grave burials are being offered to *residents* of the parish *only* as of 1<sup>st</sup> January 2020<sup>3</sup>. It should be noted that the provision of cemetery services within a parish is a discretionary service.

**11 VE Day Celebrations**

VE Day celebrations planned for 8<sup>th</sup> May 2020 were postponed due to the coronavirus pandemic. A new date for celebrations will be decided if and when the current pandemic eases.

**12 Playing Field Issues**

It was resolved to approve total expenditure of £2,520.00 + VAT for the grinding out of the poplar trees at the playing field.

**13 Norfolk County Council issues**

It was noted that bids for the *2021/22 Parish Partnership Scheme* can now be made. Clerk to investigate whether or not the patch of grass at Church Road near the church can be tarmacked to extend the footpath here.

**14 To receive a report from the Borough Council;** no report.

**15 To receive a report from the County Council**

- Many staff are continuing to work from home
- Libraries are due to open soon

**16 Police**

Residents are encouraged to report anti-social behaviour issues on the 101 non-urgent number.

**17 Appraisal date for the Clerk**

It was noted that Councillors Grove and Curtis will carry out an appraisal for the Clerk on Thursday 2<sup>nd</sup> July at 11.00am.

**18 Agenda Items for the next meeting**

- Future burial ground for the parish; further discussion for a commemorative wall in the cemetery
- Painted stones at village sign to be relocated to Central Hall
- Medium risk trees at the cemetery
- Clerk's appraisal and to confirm new pay scale

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<sup>3</sup> Ashes interments are still permitted to non-residents, just full grave burials restricted to *residents* only.

- To note progress with the grinding out of the poplar trees at the playing field
- To note progress regarding the tarmacking of the grass near the church; Parish Partnership Scheme 2021/22
- To note whether or not the two new dog waste bins need relocating

**17 Date of Next Meeting**

The next meeting will be Tuesday 28<sup>th</sup> July 2020 at 6.30pm via Zoom.

Any members of the public wishing to attend can contact the Clerk for the Meeting ID and password to attend via Zoom.

It should also be noted that it is possible to telephone in to these meetings for anyone who does not have access to the internet via a laptop or tablet etc.

Meeting closed at 7.15pm

Chairman's signature .....

DRAFT