

Draft Meeting Minutes of Emneth Parish Council

Tuesday 27th June 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, Councillor Kok and Councillor Burgess-Lee. Also present: Kate Bennett (Parish Clerk), Chris Crofts (Borough Council), Chris Dawson (County Council) and three members of the public

Apologies: Harry Humphrey

Councillor Curtis signed a declaration of acceptance of office form

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

- a) The Chairman of the Playing Field Committee reported that despite a great deal of effort he had still not managed to obtain any quotes for the resurfacing of the car park at the Playing Field. Members agreed to investigate further and send him contact details of other potential contractors.
- b) A resident of the Parish reported his dismay with the continued lack of consideration by drivers parking on the corner of Gaultree Square by the Spar Shop and outside the School. He had taken photographs of a Police car also parking on the double yellow lines outside the Shop when there was plenty of space to park elsewhere. He requested continued support from the Parish Council in trying to encourage spot checks from the Police to help reduce this problem.

5 To approve the Minutes of the meeting held on 23rd May 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. Also still awaiting the £1,200.00 from the Playing Field Committee via the Football Association.
- b) The replacement bus shelter is now in situ; just awaiting the solar lighting and a replacement 'flag' as the current one says Elm.
- c) The new dog waste bin for Scarfield Lane has now been installed and is being emptied.
- d) A new bench at the churchyard by the village sign has now been installed; thanks to Councillor Finnis and Councillor Tingley for installing. It was resolved to arrange for the old one to go to the tip as it is so dilapidated.

7 To receive a report from Norfolk County Council

- a) The new cutting regime for this year has not been entirely successful but it has now started; several complaints have been received from Emneth residents. 'No Mow May', to encourage biodiversity, would appear to have left many areas looking very overgrown.
- b) 250,000 trees have been planted out of the 1m planned via the *Million Trees for Norfolk* project. In order to meet the 1m target proposals are being considered to buy 333 hectares of land to create a new country park / woodland area to be open to the public.
- c) Councillor Curtis reported the awkward height of a highways sign on the A1101 at the junction with Church Road.

- d) Councillor Finnis reported dangerous / nuisance parking at the junction of Bambers Lane with Church Road. It was resolved for the Clerk to report this to the Police.

8 To receive a report from the Borough Council

- a) The Borough is now under new administration with the first meetings being held early July 2023.
b) The Community Infrastructure Levy fund opens for bids from 1st July 2023 to 1st August 2023.

9 Finance

- a) It was resolved with all in favour to approve the June 2023 Payments List as presented.
b) Income received since last meeting: £755.00 (cemetery) and £5,024.37 (HMRC Vat refund).
c) Bank balances at 27th June 2023: Community Account £81,872.90 and Claude Coates Fund £34,239.84.
d) Councillor Purchase is now an authorized user on the bank account.
e) Councillor McCourt and Councillor Howard verified the bank statements.

10 Planning

- a) To consider any outstanding planning applications since last meeting:
Planning application 23/00389/RM 4 dwellings at Longridge, 37 Elm High Road, Emneth; it was resolved to not make any comment.
- b) To note any planning decisions made by the Local Planning Authority / appeal notifications
- Planning application 23/00040/TPO 4 Hungate Road, Emneth T1 Lime T2 Lime – fell; the application has been refused by the Local Planning Authority.
 - Planning application 22/01627/F Sans Souci, Chapel Lane, Emneth for the construction of a 2 storey, 3 bed dwelling; the application has been permitted by the Local Planning Authority.
 - Planning application 22/01670/O Crickle Farm, Meadowgate Lane, Emneth for the demolition of an existing agricultural building and the erection of a residential dwelling: the application has been permitted by the Local Planning Authority.
- c) The Section 38¹ agreement between the Parish Council, Norfolk County Council and Up Stream Ltd. relating to the development at Anvil Way, off Hungate Road had been approved by Bowers Solicitors for signature by the Parish Council. It was resolved with all in favour for the Chairman and Vice Chairman to sign the agreement on behalf of the Parish Council and witnessed by Chris Crofts.
- d) It was noted that the Clerk has written to the Local Planning Authority to convey the Parish Council's concerns surrounding the access /exit arrangements for the new development at The Elms, Elm High Road, Emneth. One access to the development, considering the size and scale of it, does not seem sufficient; awaiting a response.
- e) Email correspondence from a resident concerning planning permission surrounding a business running from 33 Gaultree Square was noted. Clerk to respond confirming that, at this stage, this would be a matter for the Local Planning Authority, not the Parish Council.

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/>

11 Parish Matters

- a) Following correspondence received from a resident concerning the fire risk involved with some of the habitat stacks along the towpath created by a resident; these had been assessed by councillors,

¹ Section 38 of the Highways Act of 1980 for the adoption of the road and pavements and street lights

a site clearance professional and a local ex-Fire Officer who all felt the stacks were not currently a fire risk. Following discussion it was resolved to inform Elm Parish Council that Emneth councillors do not feel it necessary at this time to reduce or remove the stacks but to monitor and assess them annually. An ecological survey on the stacks will be considered if reduction / removal works are required in the future.

- b) Following vandalism of the the large wooden farm gate at the Collett's Bridge end of the towpath it was resolved to replace it with another wooden gate; Clerk to advise Elm Parish Council of their preference and to source a quote.
- c) Following correspondence received from the Occupier of Tilt Farm it was resolved to confirm that a) the Council has no objection to him removing parts of some of the habitat stacks on Council-owned land at the towpath but a method statement would be required *before* permission is officialy given, b) if he wishes he can erect a fence line *his* side of the row of trees near the old kennels to demarcate the boundary line, c) the concrete post on his land is his property, Emneth Parish Council knows nothing about this and finally d) Emneth Parish Council has never given him permission to coppice trees on Parish Council land at the towpath. Clerk to advise Elm Parish Council accordingly. For the purpose of the Minutes it should be noted that councillors are happy with the positioning of the yellow marker posts erected by the Occupier at Tilt Farm demarcating the boundary line between the towpath and Tilt Farm.
- d) Another letter has been sent to the Landlord of a property along Outwell Road requesting him to spray the Giant Hogweed growing from his garden, potentially affecting the towpath.
- e) It was noted that our current street light maintenance contractor is ceasing work in September 2023. Clerk to source another contractor.

12 To note general correspondence received since last meeting

- a) Email correspondence had been received relating to parking on the double yellow lines outside the Spar Shop by a Police car.
- b) Email correspondence had been received concerning overgrown verges / hedge at Elmfield Drive.
- c) Email correspondence and telephone calls had been received regarding the overgrowth at the narrow section of footpath at the top of Church Road leading to Meadowgate Lane.
- d) Email correspondence received complaining about the watering cans being left on the bench at the churchyard and not deposited back by the tap at the entrance to the Church.

13 To discuss Playing Field issues

- a) See Item 4 of these Minutes.

14 Cemetery Issues

- a) Clerk to obtain quotes to carry out the works suggested in the recent tree report.
- b) Thanks to be recorded to Chris & Laura Upton who have offered to provide the labour free of charge to carry out repairs to two sections of the church wall. It was resolved with all in favour to approve expenditure for the reclaimed coping stones for the 9m of wall requiring repair which is expected to be in the region of £350.00.
- c) Clerk to investigate with the King's Lynn Internal Drainage Board the feasibility of piping a dyke in the cemetery to provide further burial ground for ashes plots in the cemetery.

15 Allotment Land issues

- a) Correspondence had been received from the Community Safety & Neighbourhood Nuisance team at the Local Planning Authority surrounding noise related issues from a bird scarer on Parish Council-

owned land at Grays Lane. The Chairman has spoken with one of the tenants and discussed the complaint with him. No further action required at this time.

16 To discuss Central Hall issues; no report.

17 To discuss Norfolk County Council issues including highways

- a) 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) Correspondence received relating to changes of officers; all information has been published on the website.
- b) Emneth's Beat Manager is PC Andy Wise.
- c) The Community Engagement Officer for Emneth is Paula Gilluley Paula.gilluley@norfolk.police.uk
- d) 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
- To resolve on quotes for tree work at the churchyards / cemetery
- To resolve on a new street light maintenance contractor for the Parish
- To discuss the provision of further ashes plots in the cemetery
- To resolve on quotes for the provision of a wooden gate at the old canal towpath
- To note bids now being invited to the Parish Partnership Scheme 2024/25²

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 25th July 2023 at 6.30pm in the Committee Room at Emneth Central Hall.

Meeting closed at 8.15pm

Chairman's signature

² Norfolk County Council