



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 28 March 2017 at 6.30pm at Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Towler, Councillor Oliver, Councillor Howard, Councillor Fleet, Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Groves, Councillor McCourt, Councillor White, County Councillor Humphrey

Apologies: Borough Councillor Crofts

Parish Clerk: Kate Bennett

Public: 0

MINUTES

1 Apologies for absence

1.1 Apologies were given as above and accepted.

2 Declarations of Pecuniary Interest

2.1 Councillor Howard declared an interest in Item 15 on this month's agenda.

3 Minutes

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of Tuesday 28 February 2017 as a true record of the meeting. These were signed by the Chairman.

4 Public Forum

There were no members of the public present so there was no need to suspend the meeting for a public forum.

5 Reports

5.1 Police Report

5.1.1 Councillor Waterfield had attended a meeting with Inspector Cant at Downham Market Police Station on Tuesday 7 March to discuss local policing issues. The Police are keen to engage more with the public and are investigating new ways to achieve this including a new texting service that can be signed up for. The *mobile police station* can be made available to the parish if interested. It was resolved for the Clerk to investigate this visiting, preferably on a Saturday.

5.2 Borough Councillor Report

No report.

5.3 County Councillor Report

5.3.1 County Council are preparing for elections.

5.3.2 An Annual Report has been published. This can be obtained via the Clerk for anyone interested.

5.4 Parish Councillor Reports/Correspondence

5.4.1 The Planning Minutes of 21 March were approved and signed as a true record of the meeting.

6 Finance

6.1 It was resolved, with all in favour, to approve the list of payments for the month.

Payments - March 2017					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Kate Bennett*	1,006.61	0.00	1,006.61	d/d	46 hours
Kate Bennett Expenses	40.07	4.85	44.92	102800	Mileage, postage, photocopying, mobile
Jean Eady*	0.00	0.00	0.00	102801	
Nicola Lane*	0.00	0.00	0.00	102802	
HMRC	166.40	0.00	166.40	102803	
Westcotec	87.66	17.53	105.19	102804	March maintenance charge
E.on	138.28	27.66	165.94	102805	February energy
Glazewing	60.00	12.00	72.00	102806	1/2/17 to 22/2/17
Emneth Design	26.25	0.00	26.25	102807	Website update service
British Telecom	84.00	16.80	100.80	d/d	Internet services Mar-May
R W Waterfield	20.04	4.01	24.05	102808	Black sacks for litter pickers
Advanced Payroll Services	60.00	0.00	60.00	102809	Dec, Jan, Feb & Mar payroll services (Dec&Jan payments cancelled - cheques lost in post)
Information Commissioner Office	35.00	0.00	35.00	102810	Data protection registration (i.e. electoral role)
Borough Council	473.20	94.64	567.84	102811	Collection and disposal of dog waste Feb16-Feb17
Borough Council	200.00	0.00	200.00	102812	Annual contribution towards maintenance of Upwell community car park
EPFC	750.00	0.00	750.00	102813	4th quarterly grant payment
Terry Wiles	100.00	0.00	100.00	102814	Cut and remove fallen branches from churchyard following storm Doris
	3,247.51	177.49	3,425.00		

*salaries shown together

6.2 Income since the last meeting was noted at £720.00.

7 Planning Applications

7.1 To receive and consider Planning Applications and Decisions since the last meeting

No report.

7.2 A letter from CPRE Norfolk regarding housing allocation for the Borough was noted. It was resolved to respond agreeing in principle with their pledge to ensure that no new sites are allocated for house building in the Borough's revised local plans to 2029 or 2036 until all existing allocations have been developed but to note concerns regarding land banking and the contrary influence this could have on their proposed pledge. Clerk to action.

8 General Correspondence

8.1 Correspondence was noted from a resident of Hagbech Hall Close regarding concerns over an empty property in the Close. Clerk to forward details on to the Borough Council for their consideration.

8.2 Correspondence from Norfolk Age UK was noted thanking the parish council for their donation.

9 Borough Council of King's Lynn and West Norfolk Issues

9.1 Information was noted regarding a *schedule of mapping* shortly to be published on the Borough's website relating to the *Local Plan*. Those who have put sites forwards will be asked to confirm that published details and mapping are correct.

10 Norfolk County Council issues

10.1 The condition of the bus shelter at Elm High Road outside Morrisons has been raised by a concerned resident. The parish council does not own this shelter but is following the complaint up with Norfolk County Council and County Councillor Humphrey.

11 Norfolk County Council Highways Issues

11.1 Clerk to report a pothole outside the Anglian Water pumping station in the carriageway.

12 Footway Lighting issues

12.1 Clerk to report lamp out at Hollycroft Road.

13 Playing Field issues

13.1 It was resolved with all in favour to approve the 2017-2018 contract with Norse for cutting the playing field and play area. This is a 2.5% increase on last year's prices - £2513.84 for the playing field and £3912.77 for the play area. The contract starts in April and runs through to October – fortnightly visits.

14 Agricultural Holdings

No report.

15 Cemetery Issues

15.1 It was resolved with all in favour to approve expenditure of £600.00 + VAT for works to an ash tree and a sycamore tree which are overhanging a neighbouring property. Works not to commence until a faculty has been received from the Diocese.

15.2 It was resolved with all in favour to approve expenditure of £150.00 + VAT for the provision of a Health & Safety report of all the trees in the cemetery/churchyard.

15.3 Following a site visit, a quote is to be sought from County Grounds Maintenance for the building up and re-turfing of 18 graves in the cemetery.

Councillor Howard left the meeting.

15.4 A discussion ensued regarding the measurements and feasibility of piping and filling a dyke at the cemetery. It was resolved with all in favour for the Clerk to contact John Maxey to endeavour to pursue the matter of further burial ground for the cemetery with a view to progressing things a little more quickly if possible.

16 Agenda Items for next meeting

- To discuss findings from the meeting with Alan Gomm on 21 March regarding *Neighbourhood Plans*.

17 Date of Next Meeting

17.1 The next meeting will be the **Parish Assembly** on Tuesday 18 April at 6.30pm at the Methodist Chapel. The next **Ordinary Meeting** will be Tuesday 25 April at 6.30pm at Central Hall.

Meeting closed at 7.45pm Chairman's signature