



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 27th March 2018 at 6.30pm, Emneth Central Hall

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

Apologies: Borough Councillor Crofts

Parish Clerk: Kate Bennett

Public: 6

MINUTES

1 Apologies for absence

1.1 Apologies were given as above and approved.

2 Declarations of Pecuniary Interest

2.1 No declarations of pecuniary interest were made on any item on this month's agenda.

3 Minutes

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of 27th February 2018 as a true record of the meeting. These were signed by the Chairman.

4 Public Forum¹

4.1 The meeting was suspended to hold the public forum.

Five of the members of public present were residents concerned with the sale of the canal land at the Elm/Emneth border. The Chairman and County Councillor Humphrey outlined the current position to confirm that both parish councils have committed to jointly purchasing the land in question from Norfolk County Council at a price of £10,000.00. Emneth Parish Council has committed to raising their share (£5,000.00) within a six month period by way of grant funding and fund raising throughout the parish. The future maintenance of the land will be the joint responsibility of Elm and Emneth Parish Councils.

Four members of public left the meeting.

5 Reports

5.1 Police Report

5.1.1 The monthly newsletter had been received and circulated.

5.1.2 It was noted that the Safer Neighbourhood Action Panel Meeting on 4th April 2018 has been cancelled.

5.2 Borough Councillor Report

5.2.1 It was noted that office space on the ground floor at King's Court, Chapel Street is now being rented out, providing a new revenue stream for the Borough Council.

5.2.2 Some of the Committee Meetings are now being held in the Town Hall in King's Lynn.

5.3 County Councillor Report

No report.

5.4 Parish Councillor Reports/Correspondence

5.4.1 It was noted that an internal auditor has been appointed for the year ending 2017/2018. The internal audit will take place on 21st May 2018 at 9.00am at the Clerk's office.

6 Finance

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

¹ The Public Forum is 15 minutes.

Payments - March 2018					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Employment	1,115.30	0.00	1,115.30	d/d	Clerk monthly wages
Clerk Expenses	79.43	7.95	87.38	102955	Ink cartridges, new lever arch files/binders, stamps, mileage, photocopying
Litter picker	0.00	0.00	0.00	102956	Litter picking hours
Playing Field Manager	0.00	0.00	0.00	102957	Management of playing field hours
HM Revenue and Customs	124.20	0.00	124.20	102958	PAYE
Advanced Payroll Services	30.00	0.00	30.00	102959	January and February payroll services
Westcotec	87.66	17.53	105.19	102961	March footway lighting maintenance
British Telecom	89.50	17.90	107.40	102962	Broadband services 1st Jan-31st May 2018 (rental)
British Telecom	16.00	3.20	19.20	102963	February phone services
R W Waterfield	150.00	0.00	150.00	102964	Chairman's annual allowance
Borough Council of Kings Lynn	200.00	0.00	200.00	102965	Annual contribution towards maintenance of BCKLWN car park, Upwell
Borough Council of Kings Lynn	480.48	96.10	576.58	102966	Annual charge for the collection and disposal of dog waste
Councillor Howard	16.75	0.00	16.75	102967	35 miles travellings expenses plus £1.00 parking
NorfolkALC	37.50	7.50	45.00	102968	End of Year Accounts training for Clerk - 66% to be recharged to UPC and NPC
Emneth Playing Field Committee	750.00	0.00	750.00	102969	Quarterly grant
Emneth Design	26.25	0.00	26.25	102970	Website update service (quarter)
Warden and Son Ltd.	120.00	24.00	144.00	102971	4 hours hire of JCB and driver, excavate test holes at Hungate Road
	3,323.07	174.18	3,497.25		

*salaries shown together (data protection).

6.2 Income since the last meeting was noted at £66.00.

7 Planning Applications

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

7.1.1 To consider **Planning Application 18/00405/F** Erection of x2 Dutch barns at The Orchard, Fendyke Road, Emneth. It was resolved with all in favour to recommend *approval* to this application.

Decisions

17/02163/F, 56 Elm High Road, Emneth, Erection of four three bedroom semi-detached dwellings. Approved.

17/02184/F, Sherwood, 24 Hollycroft Road, Emneth, Demolition of existing garage and car port and construction of new triple garage. Approved.

17/02314/O, The Queens Head, 33 Gaultree Square, Emneth, Single detached dwelling. Approved.

18/00018/F, Land to rear Tudor Lodge, 98 Church Road, Emneth, Construction of one new dwelling. Refused.

18/00076/F, 20 The Lovells, Emneth, Extensions to existing house and new detached double garage. Approved.

7.2 A brief update from the planning sessions hosted by the Borough Council was provided to all members which included the consultation period for planning applications for consultees is reducing from 21 days to 14 days.

8 General Correspondence

No report.

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

9.1 The public consultation on the draft tree strategy at the Borough Council was noted. This determines how the Borough Council will manage their stocks in a sustainable way.

10 Norfolk County Council issues

10.1 See Item 4.1 of these Minutes also. A full set of plans was requested for the land in question. County Councillor Humphrey to action.

11 Norfolk County Council Highways Issues

11.1 It was noted that the logs on the highway at a property at Church Road have still not been removed by Highways.

11.2 The grass verge opposite Raceys Close is in very poor condition caused by the cars parking there.

12 Footway Lighting issues

No report.

13 Playing Field issues

13.1 A 'colour fun run' will take place on 26th May 2018, 12-7pm.

13.2 A quote to have the surface of the car park repaired//made good is being investigated.

13.3 Councillor Waterfield to arrange for a quote for the topping of some of the trees at the playing field.

14 Agricultural Holdings

14.1 Clerk to attend Allotment Management Training hosted by NorfolkALC in Swaffham in May.

15 Cemetery Issues

15.1 Trial digs carried out by Cemetery Development Services of Bedford on 22nd March 2018 at allotment land at Hungate Road have concluded that the site is *unsuitable for burial ground*. Full report available from the Clerk.

15.2 Following a report from the owner of land at Church Road, Emneth, it was resolved to carry out similar trial digs at land at Church Road (behind the current cemetery) to investigate its suitability as burial ground.

16 Date of Next Meeting

16.1 The next meeting will be Tuesday 17th April 2018 at 6.30pm at Emneth Central Hall, Emneth – *Parish Assembly*.

Meeting closed at 7.50pm Chairman's signature

DRAFT