

Meeting Minutes of Emneth Parish Council

Tuesday 29th March 2022 at 6.30pm held at Emneth Central Hall (draft)

Parish Councillors present: Michael Pearson, Roland Fry, Mike Wiles, Mark Purchase, Steve Curtis, Julian McCourt, Brenda Poole, Lloyd Groves (Chairman), Mick White, Dan Finnis and Phil Leakey. Also present: Kate Bennett (Parish Clerk) and Chris Dawson (Norfolk County Council) and one member of the public

Apologies: Borough Councillor Chris Crofts

1 Welcome

The Chairman welcomed everyone to the meeting.

2 To receive apologies for absence

Apologies for this month's meeting were received as listed above.

3 Members' Declarations of Interests in items on the agenda and any dispensations required considered

No declarations of interests were given and no dispensations were required for any Member attending this month's meeting.

4 Open Forum for Public Participation: 15 minutes

Julia McCourt was present to update Members with Platinum Jubilee Celebration preparations for the weekend of 3rd June 2022. It was noted that some grant funding had been received which would help to provide some free food and drink for the children attending the street party on Friday 3rd June. There will be music, a barbecue, face painting, games and stalls in the hall car park. There will be a marquee on the playing field on Saturday 4th June with stalls, music, tug of war, fireworks and food available all day. The playing field car park will remain closed all day; Councillor Groves offered to speak with Cousins of Emneth Ltd. to ask if their car park could be made available for use on the day.

It was resolved to purchase 504 commemorative mugs at £2.12 each for the children at the school which will be distributed from Central Hall on Friday 3rd June 2022 upon completion of an application form which will be made available from the school.

Julia left the meeting.

5 To approve the Minutes of the meeting held on 22nd February 2022

It was resolved to accept the Minutes of the last meeting as a true record and these were signed by the Chairman.

6 Clerk to provide an update on matters not included on this month's Agenda

- a) The Faculty from the Diocese of Ely for the trees in the cemetery has now been received.
- b) The parish's interest in potentially purchasing a proportion of the Vicarage's garden to enable the parish to extend the cemetery has been lodged with the Diocese of Ely.
- c) Quotes are being sought for the tree work required along the towpath following Elm Parish Council's recent tree report.
- d) A request from a resident to have the SAM2 sited somewhere close to the junction of St. Edmund's Drive has been actioned.
- e) Recent fly tipping at the entrance to the Lady's Drove allotment land has been reported to the Borough Council of King's Lynn & West Norfolk for removal.
- f) The parish's internal auditor for the financial year 2021-2022 is Emma Bateman.
- g) The pavement signs purchased by the parish council last year to deter parking outside the school should be deployed as a matter of urgency.

- h) A damaged footway light at Hollycroft Close has been repaired by UK Power Networks at a cost of £403.00; invoice awaited.

7 Finance

- a) It was resolved to approve all outstanding payments per the March Payments List.
- b) Income since the last meeting was noted at £805.00.
- c) Only one quote has been received from ground contractors for the piping of the the dyke in the cemetery and it was apparent that this exercise was going to be very expensive. It was resolved with all in favour to accept a quote from CGM Group for £600.00 + Vat to remove the spoil heap from the cemetery.
- d) A quote from CGM Group for the coppicing/felling of T10 & G4 in the churchyard was noted; a further quote is awaited from Doctor Tree; this item to be revisited at the next meeting.
- e) It was resolved for the Clerk to write to the owners of a property at The Wroe concerning the recent removal of a willow tree from parish council-owned land at Elmside.
- f) Elm Parish Council had suggested jointly purchasing an A4 size *Queen's Green Canopy Plaque* for the towpath at a cost of £154.99 + Vat with reference to the 400+ trees and hedges that have recently been planted to commemorate the Queen's Platinum Jubilee. It was generally felt that for an A4 size plaque this was very expensive and would possibly go unnoticed so it was resolved not to contribute to this at this time.
- g) It was noted that funding from Norfolk County Council's 2022-23 Parish Partnership Scheme and the Borough Council's Community Infrastructure Levy fund had both been successful and it was resolved with all in favour to proceed with the purchase of a replacement 2-bay bolt down bus shelter for the A1101 opposite the junction with Elmfield Drive to be supplied by Westcotec; total cost £4,995.00 + Vat (no cost to the parish of Emneth, all grant funded).
- h) The parish council's bank balances at 29th March 2022 were noted at: Community Account £51,444.50 and the Savings Account at £35,529.69.

8 Planning

- a) To consider planning applications since last meeting;
- Planning Application 1:** Planning Application 21/02504/F single storey extension and part single storey extension to dwelling at Gaultree Farmhouse, 2 Hungate Road, Emneth; it was resolved with all in favour to *support* this application.
- Planning Application 2:** Planning Application 22/00256/F proposed dwelling at Little Orchard, 55 Elmside; it was resolved to *object* to this application; the proposed development is outside the development boundary, is too narrow for the plot, very close to a dyke and there are concerns over access and egress onto Elmside.
- b) To note any planning decisions/appeal notifications since last meeting
- Planning application 22/00093/F Land South of 37 to 39 and North East of 33 Gaultree Square, Emneth proposed new dwelling – application *refused*.
- Details on all planning applications can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

9 To discuss Parish matters

- a) It was resolved with all in favour to adopt the Sick Pay Policy for the Council as presented at the meeting.
- b) It was resolved with all in favour to adopt the Risk Assessment for the role of Litter Picker in the parish as presented at the meeting.
- c) Decisions being made by certain Members outside of Parish Council meetings was discussed, acknowledged and noted and assurance was given that this would not happen again.
- d) April's meeting will take place on Thursday 28th April at 6.30pm in the main hall; this will be the Annual Parish Meeting for the residents of the parish to attend, meet their councillors and discuss local issues.
- e) It was resolved in principle at last month's meeting to support and offer financial assistance towards a tram memento for Emneth as part of the Wisbech to Upwell Tram Memento Project. The proposal is to install an information board type memento bespoke to the area of Emneth to illustrate how the area looked when the tram was fully functional; the exact location is yet to be agreed. It has been noted that funding in the region of £1,500.00 would be required to complete the project.

10 To note general correspondence

- 1) Correspondence from a resident of Racey's Close was noted regarding the maintenance of the open spaces here.
- 2) Correspondence from a resident of Elmfield Drive was noted regarding the maintenance of the grass verges at this location.

11 Cemetery Issues; no report.

12 Allotment Land issues; no report.

13 To discuss Central Hall issues

- a) Batteries to enable the fitting of the CCTV cameras to the rear of the hall have now been delivered and Councillor Groves has agreed to fit as soon as possible.

14 To discuss Playing Field issues; no report.

15 To discuss Norfolk County Council issues including highways

- a) Clerk to check with the Litter Picker if she litter picks along Mill Road.
- b) A large pot hole was reported at the top of Bambers Lane.

16 To receive a report from County Council

- a) 1-1 TEAMS meetings between Highways and Parish Clerks are now available to provide a platform to discuss outstanding highways issues for each parish.
- b) An application for the incinerator has not yet been submitted and the County will not be commenting until such time that an application has been put forward.
- c) A further meeting with reference to the flooding of the Welney Wash will take place week ending 1st April 2022.

17 To receive a report from the Borough Council; no report.

18 To note any communications from the Police since last meeting

- a) The next Safer Neighbourhood Action Panel meeting is on 13th April 2022 online via Microsoft TEAMS.
- b) Community Engagement Officer for Emneth is Paula Gilluley paula.gilluley@norfolk.police.uk
- c) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

19 Items for the next meeting agenda

- To discuss an Upwell to Wisbech Tram Memento for Emneth
- To further discuss Jubilee Celebrations for the village in June 2022
- To confirm and sign the annual Community Infrastructure Levy (Cil) report to the Borough Council
- To resolve to approve works to T10 and G4 in the churchyard

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

21 To discuss the findings from a recent meeting relating to the alleged breach of planning permission by a caravan on the former canal land towpath jointly owned by Emneth Parish Council & Elm Parish Council

The findings from a recent meeting relating to the above were noted and it was agreed for the Clerk to progress the matter as discussed and agreed.

22 To resolve to adopt the new 2021-22 staff pay scales as agreed by the Norfolk Association of Local Councils and to back date as appropriate

It was resolved with all in favour to adopt the new pay scale for the Clerk and to back date to 1st April 2021.

23 To resolve to increase both the Playing Field Caretaker's and the Litter Picker's hourly rate to be in line with the national living wage as of 1st April 2022

It was resolved with all in favour to increase both the Playing Field Caretaker's and Litter Picker's hourly rates to be in line with the national living wage current rate as of 1st April 2022.

24 Date of Next Meeting

The next meeting will be the Annual Parish Meeting to be held on Thursday 28th April 2022 at 6.30pm in the main hall at Central Hall followed immediately by the monthly Ordinary Meeting.

Meeting closed at 8.30pm

Chairman's signature