

DRAFT Minutes of the Annual Meeting of the Parish Council of Emneth that took place on Tuesday 26th May 2009 in the Central Hall

The meeting commenced at 7.00pm.

- 079/09** **PRESENT** were Councillors Mr R Waterfield (Chairman), Mrs Y Howard, Mr M Wiles, Mr S Curtis, Mr N Terrington, Mr R Towler, Mr F Blake, Mr M White, the Clerk Mrs M Sawyer, County/Borough Councillor Mr H Humphrey, Borough Councillor Mr C Crofts and 8 members of the public.
- 080/09** **APOLOGIES** for absence were received from Councillors Mrs O Graham and Mr A Green.
- 081/09** **COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AS REQUIRED BY THE PARISH COUNCIL'S CODE OF CONDUCT 2007**
None declared.
- 082/09** **MINUTES** of the Ordinary Parish Council Meeting held on Tuesday 26th April 2009 had previously been distributed to all Councillors with copies being made available for public perusal at the post office and the Central Hall notice board. They were taken as read and were signed by the Chairman as a true record.
- 083/09** At 7.35pm the Chairman suspended Standing Orders to permit members of the public to present their concerns regarding proposals of a parish landowner to stage various outdoor events on his land. The main concern was with regard to a proposed re-enactment and similar events due to take place over the summer months. Residents living nearby were concerned with the disruption to their privacy bearing in mind what had occurred during the recent Horse Fair on the land. Borough Councillor Crofts advised them to contact the Environmental Health Department with their concerns. There was discussion regarding the application for a licence for the event and the likelihood of it being granted. Councillor N Terrington proposed that the Parish Council supports the parishioners and the Borough Council should be asked to ensure that all measures are taken to minimise disruption to residents and highway users. The Chairman said that he had spoken with the landowner who had agreed to meet members of the parish council and concerned parishioners to discuss his proposals and answer their questions. The Chairman will arrange a session in the Central Hall and the date and time will be publicised.
- 084/09** **Standing Orders were re-instated and the Parish Council meeting resumed at 7.55pm**
- 085/09** **ELECTION OF OFFICERS**
The following were nominated and duly elected:
Chairman – Councillor Mr R Waterfield
Vice Chairman – Councillor Mrs O Graham – in her absence and with her permission.
Responsible Financial Officer – Mrs M Sawyer
S17 Law & Order Representative – Councillor Mr R Waterfield
Internal Monitoring Officer – Councillor N Terrington to ask his daughter

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086/09 REPORT OF PARISH/POLICE LIAISON OFFICER & OTHER POLICE MATTERS.

Reports and circulars on various matters were circulated for information purposes only.

Provision of Bicycles for PCSO's

Members were advised that there had been no further movement with this scheme as far as the parish was concerned. It was assumed that with the re-organisation and appointment of additional officers, the scheme had not come to fruition.

087/09 MISCELLANEOUS CORRESPONDENCE RECEIVED

The following items were dealt with at the meeting:

- The Chairman reported that he had received a letter from parishioners objecting to the proposed re-enactment events that had been dealt with under Minute Number 083/09
- Visit by Mayor – It was agreed to invite the Mayor to visit Emneth. The Chairman will liaise with the Civics Officer
- Response to Boundary Commission – Members were advised that following the extended Consultation Process it had been necessary to re-submit the Council's views on the proposed county re-organisation. It was confirmed that this had been done along the lines of the original submission.
- The Clerk reported a telephone call from a resident of Meadowgate Lane who said that her children play in the lane and asking for a notice warning motorists of this. The Clerk advised members that she had suggested the caller contact the Highways Department with her request. Members agreed that this was not a matter for the parish council.

The following documents are in circulation:

- CAG/LAG Minutes of meetings
- Norfolk Policing Plan 2009/12
- Clerks & Councils Direct 63
- Norfolk Matters
- CPRE Report & Events
- Norfolk Voice
- Various reports and advertising literature.

088/09 FINANCIAL MATTERS

a) Cash received since the last Meeting:

- i) A Clingo – Interment fees in respect of the late Mr Arthur K Phillips - £140.00
- ii) Anglia Co-op – Fees to alter Memorial in respect of the late Mr Selwyn E Coales - £20.00
- iii) Peter Barnes – Interment & Memorial fees in respect of the late Mr Neville Hunter-Rowe - £105.00
- iv) Mr A Clingo – Ashes interment fees in respect of the late Mr James O Wallace - £45.00
- v) Oakley Farms – Newlings Charity Payment for 2008 - £5.00

b) The following invoices were approved for payment:

- i) MHB Services Ltd – footway lights maintenance contract – May/June - £82.24
- ii) CGM Ltd – grass cutting and extra work in the cemetery - £327.24
- iii) E.On – unmetered supply – April 2009 - £129.17
- iv) Mrs M Sawyer – salary & expenses – May - £491.12
- v) Mrs J Eady – salary & expenses – May 2009 - £143.75
- vi) Mr D Melton – salary & expenses – May - £46.00
- vii) Mr R Waterfield – re-imburement for materials purchased for Road Sweeper - £14.62

c) Council Tax Errors

Nothing further to report at this time.

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088/09 FINANCIAL MATTERS (contd)

d) Grant Application Emneth Youth Club

The Chairman read out a letter from the Youth requesting assistance with meeting place fees. It was proposed, seconded and agreed to pay for hire of the Hall direct to the Hall Committee as in the previous year. An Invoice will be requested.

089/09 FINANCIAL RETURN FOR YEAR ENDING 31ST MARCH 2009

All Members had previously received a copy of the Receipts and Payments Account for the Year. The Clerk explained how the final figures had been calculated and expenditure was compared with the previous year. It was proposed, seconded and agreed to approve and adopt the accounts. Copies were signed by the Chairman and Clerk as required. The Statement of Assurance was completed and signed as required. The Clerk explained the advertising and publication process.

090/09 PLANNING MATTERS

1 The following Planning Applications were discussed & determined:

- a) **09/00597/O** - land north east of 7 Outwell Road - construction of dwelling - Mr C Matthews - application not supported on the grounds that it would be an over-intensive and cramped form of development with little or no amenity space. Impossible to turn within the curtilage to exit the property in forward gear. Also concerns about side by side accesses on to Church Road at a point of poor visibility.
- b) **09/00674/F** - 85 Elm High Road - retrospective application to retain shed - Mr M Stratton - application supported.

2 The following Decisions by the Planning Authority were noted:

- a) **09/0428/F** - land south of 33 Ladys Drove - construction of two semi-detached dwellings - Mr W Sutton - Application Refused
- b) **09/0454/O** - land west of 71 Church Road - construction of one dwelling - Mr T Wiles - permission granted
- c) **09/0170/F** - Wellesley House, Meadowgate Lane - construction of extension to garage - Mr S Medlock - permission granted
- d) **09/0495/F** - 18 Elmfield Drive - extension to bungalow - Mr & Mrs J Brown - permission granted

3 E-Consultation

The Chairman produced quotations for a projector and screen. It was agreed to proceed and the Chairman was asked to purchase the equipment needed.

091/09 HIGHWAY MATTERS

It was confirmed that all matters reported at the last meeting have been dealt with as appropriate.

New matters reported:

Hawthorn Road - trees growing on the verge near to Number 1 that are overhanging the road are getting worse. The Clerk to chase Highways.

Fly Tipping on Ladys Drove - It was reported that bin bags of rubbish have been dumped. Councillor S Curtis to make enquiries to see if they have been put there by the new tenant of the small piece of allotment land

Bus Shelter on Elm High Road - a quotation received for £190 to do all necessary repairs. It was agreed to accept this and ask the contractor to proceed with work as soon as possible.

Forty Foot Engine Bridge No 2

Notice received that work to strengthen the bridge will commence at end of September necessitating the bridge to be closed for 9/10 weeks.

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092/09

PLAYING FIELD MATTERS

The Chairman read out a letter giving an update on the funding for the play area and skate ramp.

A signed copy of the 'Partnership Agreement' has been placed on file.

093/09

FOOTWAY LIGHTING MATTERS

Damaged Column - Gaultree Square

It was reported that the damaged column has now been removed and a new one installed. It was not certain if power has been restored to the column or not.

094/09

AGRICULTURAL HOLDINGS MATTERS

The Chairman reported that he had reached an agreement with Mr Lankfer regarding the future leasing of the land. Starting in October 2010 Mr Lankfer will enter into a four year leasing agreement at £60.00 per acre payable six monthly in arrears. Councillor M White will advise the exact acreage that Mr Lankfer is farming.

095/09

CEMETERY MATTERS

Cemetery Extension

Still no response from Mr Nash. Councillor Crofts agreed to contact him again.

Notes were taken of plots that need attention and the contractor will be advised.

096/09

TRAINING

Norfolk Planning Conference - 18th June 2009 at Swaffham. Councillor Mrs Y Howard to attend. A cheque for £20.00 was signed.

097/09

DATE OF NEXT MEETING

The date of the next ordinary Parish Council Meeting was confirmed as being Tuesday 30th June 2009, commencing at 7.00pm in the Emneth Central Hall.

There being no other business to discuss the Chairman closed the meeting at 9.50pm

CHAIRMAN

Dated 30th June 2009