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Minutes of Emneth Parish Council meeting held at on Tuesday 17<sup>th</sup> May 2011 in Emneth Central Hall, Emneth at 7.00pm.

In attendance: Cllr R. Waterfield (in the Chair)

Cllrs: - Mr S Curtis, Mr J. Fleet, Mrs O. Graham, Mrs G. Harper, Mrs Y Howard,  
Mr P. Oliver, Mr N Terrington, Mr R.Towler, Mr M. White & Mr M Wiles.

Parish Clerk: Mrs M. Meyrick  
Borough Councillor: Cllr C. Crofts  
Norfolk Constabulary: PCSO Millburn

Public: 0

**287. Apologies & Reasons for Absence**

287.1. Cllr Humphrey due to attendance of another meeting.

**288. Declarations of Interest**

288.1. There were no declarations of interest.

**289. Minutes**

289.1. The minutes of the Parish Meeting of the Council held on Tuesday 26<sup>th</sup> April 2011 amendments: - page 67, date of meeting should read 26<sup>th</sup> April and page 71, item 277.1. should read 17<sup>th</sup> May. Subject to these amendments the minutes were agreed and signed as a true record by the Chairman.

There was no public session as no public were in attendance.

**290. Reports.**

290.1. Police Report – It was reported that the PCSO that covers the Emneth area has had a back operation recently and were directed to the Terrington Safer Neighbourhood team should they have any issues. Theft of metals and heating oil is still high and the police are struggling to deal with that so if anyone has any information to please report it. The Playing Field is a priority at the moment, the police are dealing with a young man who has a car but does not have the appropriate licence, this will go through the court system. The issue of children in the disused building that was reported at the last meeting was discussed. PCSO Millburn urged councillors and the public to report every incident on the 0845 number to help the police determine what time of day it occurs. It was suggested that an article could go in the local Homewatch newsletter and the parish magazine to inform the public to report every incident. The Clerk will produce a poster for the noticeboard.

290.2. Borough Councillor Report – The Chairman congratulated Cllr Crofts on his recent re-election to the Borough. Cllr Croft reported that due to the recent elections there has not much to report other than he had attended an induction meeting today. Cllr Croft informed the Council that he has reported to Norfolk County Council about the strip of grass on Elmfield Drive in front of the

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bungalows that needs cutting. He has been informed the County are going to do all County owned verges.

**291. Finance**

291.1. Finances since last meeting.

| <b>Accounts for payment May 2011</b> |                  |               |                                |                |              |                |
|--------------------------------------|------------------|---------------|--------------------------------|----------------|--------------|----------------|
| <b>NO</b>                            | <b>Name</b>      | <b>Chq No</b> | <b>Description</b>             | <b>Net</b>     | <b>VAT</b>   | <b>Total</b>   |
| 64                                   | BCKLWN           | 102055        | Maintenance of Upwell Car Park | 200.00         | 0            | 200.00         |
| 65                                   | BT               | 102056        | Rental Charges May - Jul       | 37.50          | 7.50         | 45.00          |
| 66                                   | E-on             | 102057        | Street Light Electric May      | 138.72         | 27.74        | 166.46         |
| 67                                   | Mrs Meyrick      | S/O           | Salary - May                   | 508.20         | 0            | 508.20         |
| 68                                   | Mrs Meyrick      | 102058        | Expenses                       | 64.33          | 0            | 64.33          |
| 69                                   | Mrs Eady         | 102059        | Salary - May                   | 177.90         | 0            | 177.90         |
| 70                                   | Mrs Melton       | 102060        | Salary - May                   | 176.42         | 0            | 176.42         |
| 71                                   | Came & Co        | 102061        | Insurance Premium              | 1180.94        | 0            | 1180.94        |
| 72                                   | MHB Services Ltd | 102062        | Street Light Maintenance       | 76.96          | 15.39        | 92.35          |
| 73                                   | CGM              | 102063        | Betsy's Pad Maintenance        | 9.75           | 1.95         | 11.70          |
| 74                                   | CGM              | 102063        | Litter Picking                 | 29.00          | 5.80         | 34.80          |
| 75                                   | CGM              | 102063        | The Wroe maintenance - April   | 41.00          | 8.20         | 49.20          |
| 76                                   | CGM              | 102063        | Cemetery Maintenance - April   | 134.50         | 26.90        | 161.40         |
| 77                                   | CGM              | 102063        | Churchyard Maintenance - April | 126.00         | 25.20        | 151.20         |
| <b>Total</b>                         |                  |               |                                | <b>2484.01</b> | <b>35.24</b> | <b>2519.25</b> |

**It was agreed to pay the accounts for May as listed.**

291.2. Income received & outstanding accounts.

**Income Received**

| <b>Name</b>  | <b>Description</b> | <b>Amount</b> |
|--------------|--------------------|---------------|
| Hanchetts    | Memorial Fee       | 40.00         |
| Co-op        | Burial Fee         | 200.00        |
| <b>Total</b> |                    | <b>240.00</b> |

**Invoices Produced**

| <b>Name</b>                | <b>Description</b> | <b>Amount</b> |
|----------------------------|--------------------|---------------|
| GH Linnell Outstanding     | Memorial Fees      | 160.00        |
| W Bailey & Son Outstanding | Ashes Fee          | 25.00         |
| <b>Total</b>               |                    | <b>210.00</b> |

291.3. A copy of the Internal Auditor's report for year ending 31<sup>st</sup> March 2011 was given to each Councillor. There were few recommendations that have been put forward for the Council to consider at a future meeting.

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291.4. A copy of the Accounts for the year ended 31<sup>st</sup> March 2011 was given prior to the meeting for the Council to consider.

**It was unanimously agreed to accept the accounts for the year ended 31<sup>st</sup> March 2011 and for them to be submitted for external audit.**

291.5. The Clerk read out questions 1-9 of the Annual Governance Statement to the Council.

**It was unanimously agreed to reply Yes to questions 1- 8 and not applicable to question 9.**

291.6. Grant request from Tony Lucas EEAST Community First Responder – An e-mail was received whereby Mr Lucas says that he is reluctant to fully commit to an advertising campaign without the commitment of financial support from the Council. There was a lot more information in the e-mail received which the Clerk read out. There followed a lengthy discussion, Cllr White proposed to agree in principle to giving financial support to this project but that is dependent on a number of factors including the amount of volunteers that will be needed, how many people have volunteered so far and how many will be needed to made it sustainable in the long-term.

**It was agreed in principle to give financial support but more information is required before the Council will commit to an amount. It was also agreed for the Clerk to find out more information from Mr Lucas for the next meeting.**

291.7. A letter was received from The Norfolk Playing Field Association with details of the cost of membership to the organisation for a year at a cost of £25.

**It was agreed not to be members of the NPFA at this present time.**

**292. Planning**

292.1. It was noted that there is a problem with the internet connection which allows the Council to view planning applications. The Chairman printed off the applications from home for Councillors.

**It was agreed for the Chairman to organise someone to check/fix the internet connection.**

292.2 Planning Applications.

11/00709/F - Extension to dwelling - Hollycroft Cottage, 46 Hollycroft Road

**It was agreed to Support this application.**

11/00662/F - Demolition of existing PFS and retail units and construction of new PFS with associated works. Development including decommissioning the existing tanks, dispensers and pipework, demolition of existing structures, construction of new kiosk, car wash, jet washes, air and vacuum facilities, new tank farm and pipework, new canopy and 5No new dispensers including LPG dispenser - Petrol Filling Station 40 Elm High Road

**It was agreed to Support this application.**

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292.3. Late Planning Applications – There were none received.

292.4. Planning Decisions.

**11/00226/F – Planning permission granted – Vehicle access - Sunny Holme, 57 Church Road.**

292.5. Planning correspondence – This is reference to the development of 2 building plots on land east of Gaultree Farm House on Hungate Road, the Parish Council supported this application. The Borough is refusing this application under delegated powers as it has not been demonstrated that it would not adversely affect the Lime trees.

**293. General correspondence.**

293.1. A letter of thanks was received from the Emneth Community Homewatch to thank the Council for their recent grant.

293.2. A letter of thanks was received from Macmillan Cancer Support to thank the Council for their recent grant.

293.3. A copy of the Norfolk Link Extra magazine was received and circulated to Councillors.

293.4. Information was received from Norfolk ALC relating to the Summer Seminar, joint conference with the Norfolk SLCC. This will take place at Norwich City football ground on the 28<sup>th</sup> June at a cost of £40.

**It was agreed for the Clerk and Cllr Howard to attend this event.**

293.5. Details of training events which is Initial Training for Clerks & Councillors at a cost of £35 per person at various locations and dates was received. The nearest location is South Wootton on the 1<sup>st</sup> & 8<sup>th</sup> June between 7-9pm. The Council could arrange a training event in the parish at a cost of £150 for up to 20 people.

**It was agreed for the Clerk to contact Upwell Parish Council to see if they would be willing to share a training event and any other councils in the area.**

293.6. A copy of the Clerks & Councils Direct newsletter was received and distributed by e-mail to Councillors..

**294. Borough Council of KL & WN issues.**

294.1. An invitation was received for the Chairman to attend the Civic Service on Sunday 22<sup>nd</sup> May.

**It was agreed for Cllr Waterfield to attend this event.**

294.2. An invitation to attend the West Norfolk Sports Council AGM on the 9<sup>th</sup> June at 6.45pm was received.

**295. Norfolk County Council issues.**

295.1. There was no late correspondence.

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**296. Open Spaces**

296.1. It was reported that under the Commons Act the area known as the Village Green as Village Green 84 status.

**297. Playing Field issues.**

297.1. Cllr Howard reported that she had passed on the Norfolk Link magazine to the Chairman of the Playing Field as it had details regarding a security assessment service. The original ideas for the play area has been scaled back as things are more expensive than expected, fencing for instance will not go all around.

**298. Footway Lighting issues.**

298.1. There was none reported.

**299. Cemetery issues.**

299.1. Soil enclosure at the Churchyard

**It was agreed to place this on a future agenda for discussion.**

299.2. There was a request to have a vaulted grave in the Cemetery. The Clerk gave advice to the Council which was obtained from the grave digger. The Council would have liked more time to obtain more information about vaulted graves but there was not enough time as the burial was planned for next week. Cllr Terrington proposed and Cllr Curtis seconded not to allow a vaulted grave.

**It was agreed not to allow a vaulted grave in Emneth Cemetery.**

**300. Royal Celebrations for 2012.**

300.1. This was discussed briefly. It was suggested that a meeting takes place with all interested parties.

**It was agreed for the Chairman to organise a meeting on the 22<sup>nd</sup> at 7.00pm inviting community groups to attend.**

**301. Date of Next Meeting**

301.1. 28<sup>th</sup> June 2011

Meeting closed at 9.08p.m.

Chairman's Signature \_\_\_\_\_

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