

DRAFT Minutes of an Ordinary Meeting of the Parish Council of Emneth that took place on Tuesday 28th October 2008 in the Central Hall

The meeting commenced at 7.00pm.

- 174/08 PRESENT** were Councillors Mr R Waterfield (Chairman), Mrs O Graham, Mrs Y Howard, Mr M Wiles, Mr S Curtis, Mrs G Harper, Mr N Terrington, Mr F Blake, Mr J McCourt, Mr R Towler, County/Borough Councillor Mr H Humphrey, the Clerk Mrs M Sawyer, two members of the public and two PCSO's.
- 175/08 APOLOGIES** for absence were received from Councillors Mr A Green, M White and Borough Councillor Mr C Crofts.
- 176/08 COUNCILLORS' DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AS REQUIRED BY THE PARISH COUNCIL'S CODE OF CONDUCT 2001**
None declared.
- 177/08 MINUTES** of the Ordinary Parish Council Meeting held on Tuesday 30th September 2008 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 after making an amendment to clarify Minute number 165/08/1/d they were signed by the Chairman as a true record.
- 178/08** The Chairman asked the members of the public who were present if they wished to address the council on any topic. They said that they wished to speak about correspondence between the Council and a Memorial Mason regarding the size of a memorial stone placed on a relative's grave. The Chairman stated that the stone differed in size to that for which permission had been given and asked for a fresh application from the stonemason quoting the actual measurements and council would consider the matter at the next meeting in December.
- 179/08 REPORT OF PARISH/POLICE LIAISON OFFICER & OTHER POLICE MATTERS.**
PCSO Milburn updated the council on the latest Crime Statistics and measures being taken in the parish to combat anti-social behaviour. She advised members that there will be a police presence in the village over Halloween and on bonfire night. A report on the proceedings at the last CAG/LAG meetings was received.
A councillor asked her about grant funding for the provision of a youth shelter. She replied that funding could be sourced but the role of the SNT was to advise on a suitable location.
- 180/08 CHAIRMAN'S CORRESPONDENCE**
CAB - a letter thanking council for support over the past year was read out.
Connecting Communities - the Chairman reported that this was a Home Office enterprise and the Central Hall Committee had given permission for a unit to be sited alongside the mobile police station at its next visit. The Clerk was asked to contact the local organiser to ask if he would attend a future meeting to tell councillors a little more about the project.
Press Reports - The Clerk reported that neither the Fenland Citizen nor the Lynn News was interested in reporting Emneth Parish Council news.
- 181/08 MISCELLANEOUS CORRESPONDENCE RECEIVED**
The following items were dealt with at the meeting:
- **CPRE Annual Lunch** - details of the event taking place on 27th November 2008 were circulated
 - **Wash Estuary Strategy Group** - details of an event dealing with the state of the Wash were circulated.
- The following items are in circulation:**
- Standards Committee Minutes of Meetings
 - Sports Development update
 - Signpost September 2008

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FINANCIAL MATTERS

a) Balance of Accounts

Members were advised that the balance on all accounts at today's date was £69,181.88. Bank Statements were made available for perusal.

b) Cash received since last meeting:

- i) Mr R Smith – agricultural land rent –£84.52
- ii) Mr P Claxton – agricultural land rent –£232.43
- iii) Mrs M Coleman – agricultural land rent – £42.26

c) The following invoices were approved for payment:

- i) MHB Services Ltd – footway lights maintenance contract – October/November - £84.02 per month
- ii) CGM – grass cutting - £334.59
- iii) Eon – unmetered supply – September - £131.74
- iv) Priden Engineering – supply of makralon sheets for bus shelter - £305.50
- v) BCKLWN – waste disposal – dog bins -£81.72
- vi) Mrs M Sawyer – salary & expenses – September - £621.70
- vii) Pestforce – pest control on playing field 50% of contract - £528.75
- viii) Mr D Melton – playing field groundsman salary – October - £46.00
- ix) Mrs J Eady – salary –October - £143.75

183/08

PLANNING MATTERS

1 There were no new applications to consider.

2 The following Notices of Withdrawal were noted:

- a) **07/02454/LDE** – Certificate of Lawfulness – land north of Strawberry Fields Building 1, Mill Road – use of building as seasonal workers self-contained sleeping and living accommodation
- b) **07/02455/LDE** – Certificate of Lawfulness – land north of Strawberry Fields Building 2, Mill Road – use of building as seasonal workers self-contained sleeping and living accommodation.

3 **E-Government Consultation**

A survey regarding the receipt of planning documents by email rather than paper copies was discussed and completed. It is council's decision to continue to receive paper copies of planning applications.

4 **Planning Training Sessions for Parish Councils**

Four places will be reserved for the session to be held at Downham Market on 29th January 2009

5 **Enforcement Issue**

A councillor reported that a parishioner had complained about a static caravan sited in a garden on Church Road. A Report Form will be made available to the complainant for completion as required by the Planning Authority

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HIGHWAY MATTERS

New matters reported:

The Chairman advised members that he was due to meet the Highways Inspector on 30th October to take him around the parish to observe all the problems previously reported and ignored. New matters reported include potholes along Outwell road and Elm High Road, the old tram station overgrown again.

Betsys Pad – the Chairman reported that he had inspected Betsys Pad following a resident's complaint. He suggested that, in the first instance, the Internal Drainage Board be asked to a site meeting to ascertain what, if anything, they are prepared to do. The Clerk will write and try to set up a meeting.

50mph Speed Limit

Council received a report that Mott MacDonald had responded to the Clerk's letter about extending the limit saying that following representations from Councillor Humphrey slight alterations had been made and it would be difficult to get a Traffic Order to extend the limit any further into open countryside. Councillor H Humphrey confirmed that he had also been told this.

Gaultree Square Bus Shelter – It was reported that the see-through panels had been replaced. The Chairman thanked Councillor McCourt for doing this.

Elmfield Drive Bus Shelter – It was reported that vegetation over and around the shelter needs to be cut before damage is done to the fabric of the shelter. The Chairman will inspect and make necessary arrangements.

Hagbeach Hall Moat

Council received a report that a local resident was keen to get the Moat cleared. He has already contacted English Heritage with the object of it being classified. He also said that great crested newts are definitely living in and around the moat area.

Fallen Leaves at Church Road/Gaultree Square junction.

The Chairman reported that he had swept the footway and it was now clear. He had also inspected the trees and seen no low over-hanging branches.

185/08

PLAYING FIELD MATTERS

Poplar Trees

A quotation of £3980.00 from D&G Landscapes was presented. It was decided that further quotations were needed. Councillor M Wiles will do.

SKATE

The Representative Member reported that applications for funding and a planning application are to be submitted for a reduced installation.

186/08

FREEDOM OF INFORMATION ACT

A consultation paper on revised procedures under the Act is in circulation for discussion at the next meeting.

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FOOTWAY LIGHTING MATTERS

Outages - Light on column number 24 on Lady's Drove was reported OUT.

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AGRICULTURAL HOLDINGS MATTERS

Hungate Road Holdings

The Clerk reported that 'Notices to Quit' and new leases had been issued to Mr Hill and Mr Lankfer as required. To date the signed Leases had not been returned. Following a question from a member the Clerk explained the reasons why 'Notice to Quit' had been issued to Mr Hill was so that the Leases on all of his holdings off Hungate Road would terminate on 10th October 2009.

Fendyke Land Sale

Councillor N Terrington asked the Chairman to allow sufficient time for this matter to be properly discussed.

A letter from a parishioner, resident on Fendyke Road was read out. The letter expressed dis-satisfaction about the way the sale of the land had been conducted and asked for copies of Minutes of the meetings at which the sale had been discussed together with details of all advertisements.

Councillor Terrington referred to the claim made by a parishioner at the last meeting that she had approached a parish councillor stating her interest in the land. He wished to know why that councillor had not made the council aware of this before the land was sold. He asked if it was illegal to disregard this interest. He also stated his concerns that the sale had not been advertised to alert other people living in the locality and/or farming land in the locality that the land was for sale.

The Chairman replied that he had not been made aware that anyone else was interested in the land. He had been offered the valued price and it had been agreed by Council that he should proceed with the sale.

The Clerk, reading from a legal publication, confirmed that the land in question did not fall within a category that required its intended disposal to be advertised as long as it was not sold for less than the valued price.

The Clerk was instructed to respond to the request for documents and to explain the legal requirements pertaining to the disposal of different categories of council-owned land.

Garden Allotments

A letter from a parishioner requiring a garden allotment was read out. The Clerk was instructed to advise the writer that the parish council had no garden allotments at the present time.

189/08

CEMETERY MATTERS

1 Working Party Report

It was reported that complaints regarding the grass being left to grow too long before being cut and the subsequent clumps of grass laying about had been passed on to the contractor who had apologised saying the problem had arisen due to staffing problems.

It was reported that a wire netting surround had been put back on one grave again. Council decided that this could not be allowed and the Clerk was instructed to write again to the next-of-kin stating that it must be removed directly.

2 Cemetery Extension

The Clerk reported that despite chasing letters there had still been no further contact from the Borough Council. It was decided to ask Borough Councillor Crofts for further assistance.

3 Trees

The Chairman informed members that the Tree Surgeon would be attending to the fallen tree on 10th November 2008.

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PARISH COUNCIL WEBSITE

Progressing.

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191/08 EMERGENCY PLANNING - COMMUNITY PLAN

On-going.

192/08 FREEDOM OF INFORMATION ACT - NEW SCHEME

The document outlining the requirements of the amended Act had been circulated to all members since the last meeting. No comments were received.

193/08 MAKING AND ENFORCING BYELAWS

The document outlining the requirements of the Act had been circulated to all members since the last meeting. No comments were received.

194/08 TRAINING, SEMINARS ETC

Details of the following events were circulated:

- i Emergency Management Seminar at Norwich on 5th November 2008
- ii Training for Councillors at King's Lynn on 12th/19th November 2008
- iii Training for Councillors at Norwich on 9th December 2008

Anyone wishing to attend these events was asked to contact the Clerk so that arrangements could be made.

195/08 DATE OF NEXT MEETING

The date of the next Ordinary Parish Council Meeting was confirmed as being Tuesday 2nd December 2008, commencing at 7.00pm in the Emneth Central Hall.

There being no other business to discuss the Chairman closed the meeting at 9.58pm

CHAIRMAN

Dated 2nd December 2008