



## **Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 25 October 2016 at 6.30pm at Emneth Central Hall**

**In attendance:** Councillor Waterfield (Chair), Councillor Towler, Councillor Oliver, Councillor Howard, Councillor Fleet, Councillor McCourt, Councillor Wiles, Councillor Graham, Councillor White, Councillor Harper, Councillor Curtis, Borough Councillor Crofts

**Apologies:** County Councillor Humphrey

**Parish Clerk:** Kate Bennett

**Public:** 1

### **MINUTES**

#### **1. Apologies for absence**

1.1 County Councillor Humphrey had advised his apologies for the meeting stating that his attendance was required at another meeting. His apologies were accepted.

#### **2. Declarations of Pecuniary Interest**

2.1 Councillor Howard declared a pecuniary interest on *Item 16 To discuss Cemetery issues* on this month's agenda.

#### **3. Minutes**

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of Tuesday 27 September 2016 as a true record of the meeting. These were signed by the Chairman.

#### **4. Public Forum**

One member of the public requested to speak during the 15 minute public forum. She raised concerns with the recent spate of burglaries and thefts in the village. It was resolved for,

- The Clerk to correspond with the Cambridgeshire and the Norfolk Police Crime Commissioners as well as Inspector Cant at Downham Market to request they co-operate fully and work together, across borders, as neighbouring villages of Outwell, Fridaybridge and Elm are being targeted too.
- The Chairman to brief the Homewatch Chairman regarding this local concern.
- Clerk to arrange for a link on the parish council website to the Facebook group 'Emneth Thefts'.

#### **5. Reports**

##### **5.1 Police Report**

5.1.1 The most recent *Safer Neighbourhood Action Panel Meeting* minutes were noted.

5.1.2 It was noted that PCSO Writer is no longer the Police contact and all non-urgent email enquiries should be sent to [SNTDownhamMarket@norfolk.pnn.police.uk](mailto:SNTDownhamMarket@norfolk.pnn.police.uk) It should be noted that this inbox is not monitored 24/7 so there may be a small delay in receiving a response.

##### **5.2 Borough Councillor Report**

5.2.1 The *Local Development Framework* has now closed. The new *Local Plan* is currently holding a *Call for Sites and Policy Suggestions Consultation* running from 17 October to 28 November 2016. The adopted plan will allocate sites for development, apply policies to meet local needs and guide development in the borough up to 2036. Suggested sites should be suitable for development and above all, sustainable.

5.2.2 The Borough is drafting a list of interested people to identify sites for *custom<sup>1</sup>* builds and *self<sup>2</sup>* builds.

5.2.3 How to make *savings* with the Borough Council is always a priority. Currently the viability of keeping open all of the Borough's *Public Toilets* is being investigated with a 2015/16 expenditure of £375,000 for the maintenance of such. Some may be closed, some closed and only opened during special events. Some may

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<sup>1</sup> A build built to individual order and the work carried out by sub-contractors.

<sup>2</sup> A build built by the individual who intends on living in the premises.

become *pay blocks* and others the responsibility handed over to the relevant Town Council. There will be a public consultation for this.

### 5.3 County Councillor Report

No report.

### 5.4 Parish Councillor Reports/Correspondence

5.4.1 It was resolved, with all in favour, to approve the Planning Minutes of 11 October 2016.

5.4.2 It was resolved, with all in favour, to upgrade the broadband at the village hall to *BT Infinity* at an extra cost of £6.00 per month. Clerk to action.

5.4.3 Information received regarding *Public Payphone Removal Consultation* was noted. There are not any telephone kiosks in Emneth so this will not affect the parish.

5.4.4 A poster advertising the current Vacancy on the Parish Council to be put in the noticeboard, on the website and in local shops in the hope of generating some interest.

## 6. Finance

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

Payments - October 2016					
Payee	Goods/Services	VAT	TOTAL	dd/chq	Supplier/Service
Kate Bennett*	1,080.60	0.00	552.00	d/d	46 hours
Kate Bennett Expenses	43.83	4.21	48.04	102747	Stamps, mileage, photocopying
Jean Eady*	0.00	0.00	0.00	102748	40.5 hours
Nicola Lane*	0.00	0.00	0.00	102749	44 hours
HMRC	164.80	0.00	164.80	102750	KB £85.00, JE £58.20, NL 21.50
Westcotec	87.66	17.53	105.19	102751	October street light maintenance
E.on	148.16	29.63	177.79	102752	September energy charges
Glazewing	80.00	16.00	96.00	102753	Empty & hire of x2 660l wheelie bins 7/9/16 to 28/9.16 - 4 empties
Advanced Payroll Services	15.00	0.00	15.00	102754	September Payroll
British Telecom	18.00	3.60	21.60	102755	October line rental
R W Waterfield	13.12	2.62	15.74	102756	Laser pointer for overhead projector
Emneth Design	25.00	0.00	25.00	102757	Website update service
Mazars	225.00	45.00	270.00	102758	External audit fee
Upwell Parish Council	102.68	0.00	102.68	102759	Contribution to CiLCA training course fee (£250)
	<b>2,003.85</b>	<b>118.59</b>	<b>1,593.84</b>		

\*salaries shown together

6.2 Income since the last meeting was noted at £1181.44.

## 7. Planning Applications

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

**Planning application 16/01431/F** Erection of 2 dwellings and detached garages at Land North of 65 Hollycroft Road, Emneth. It was resolved, with all in favour, to recommend *approval* to this application.

**Planning application 16/01663/O** Demolition of existing together with associated outbuilding and replacement with up to 4 dwellings at 2 Church Road, Emneth. It was resolved, with ten in favour and one against, to recommend *refusal* to this application. The proposed development lies within an area of designated green space in the parish, to remain open. This area is part of the heritage of the village of Emneth and is a place of historical interest. The development would impose on the nearby Grade II listed building.

### Decisions

**Planning application 16/01576/F** Dingle Dell, 36 Hollycroft Road – Rear extension to existing bungalow – application permitted. Noted.

**Planning application 16/00458/O** Ladys Drove, Emneth – Outline application residential development – application refused. Noted.

**Planning application 16/01592/F** Farndale, 10 Outwell Road, Emneth – Proposed side/rear two storey extension to dwelling including partial demolition – application permitted. Noted.

## 8. General Correspondence

No report.

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

9.1 Letter regarding the Local Plan's *Call for Sites and Policy Suggestions Consultation* was noted. The Local Plan, once adopted, will allocate sites for development, apply policies and guide development up to 2036.

9.2 It was resolved for the Clerk to support further investigations via the Borough Council with the *Environment Agency* into the pollution that is clearly taking place on a daily basis into a watercourse at the vehicle wash along the A47, Emneth.

#### **10. Norfolk County Council issues**

No report.

#### **11. Norfolk County Council Highways Issues**

11.1 It was resolved for the Clerk to write several letters to residents along The Wroe regarding overgrown hedges at their properties.

11.2 Clerk to inform the BCKLWN of the proposed location for the dog waste bin at the end of the footpath at Meadowgate Lane, between the two concrete bollards.

#### **12. Footway Lighting issues**

12.1 No report.

#### **13. Playing Field issues**

13.1 It was resolved to instruct Mr. Welbourne to flail around the dykes at the playing field and cut the hedge back.

#### **14. Agricultural Holdings**

15.1 It was resolved to approve expenditure of £296.00 to Itech to install a security camera at the Ladys Drove allotments gateway. This price includes installation plus a £62.50 annual maintenance charge.

15.2 Clerk to report to BCKLWN a fly tipped mattress at Ladys Drove.

15.3 It was noted that land rent invoices for up to October 2016 have been sent out.

Borough Councillor Crofts and Councillor Howard left the meeting.

#### **15. Cemetery Issues**

15.1 It was resolved with all in favour to move into a *closed session*, to exclude the public from the meeting, to provide information and progress on the purchase of land for future burial ground for the parish<sup>3</sup>.

15.2 Members were informed of recent correspondence between a potential vendor's agent and the parish council's agent, Maxey Grounds & Co. Members were notified of negotiations to date with the potential purchase of further land. It was noted that the parish council had responded to all the enquiries from the vendor's agent and now await further information before any progress can be made.

#### **16. Date of Next Meeting**

16.1 The next meeting will be on Tuesday 13 December 2016 at 6.30pm.

Meeting closed at 8pm      Chairman's signature .....

<sup>3</sup> Local Government Act 1972 Sec.100A(4), the detail of discussions made is not for publication.