



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 31st October 2017 at 6.30pm at Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Howard, Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Towler, Councillor McCourt, Councillor Groves, County Councillor Humphrey

Apologies: Councillor Oliver, Councillor Fleet, Borough Councillor Crofts

Parish Clerk: Kate Bennett

Public: 0

MINUTES

1 Apologies for absence

1.1 Apologies were given as above and accepted.

2 Declarations of Pecuniary Interest

2.1 No declarations of pecuniary interest were made on any item on this month's agenda.

3 Minutes

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of 26th September 2017 as a true record of the meeting. These were signed by the Chairman.

4 Public Forum¹

4.1 There were no members of public present so there was no requirement to suspend the meeting for a public forum.

5 Reports

5.1 Police Report

5.1.1 Downham Market Police are setting up a text message alert system to advise Parish Clerks of ongoing incidents and investigations within the parish.

5.2 Borough Councillor Report

5.2.1 The budget will be finalised in February. Savings have been achieved.

5.3 County Councillor Report

5.3.1 All service committees have now met and the budget is being prepared. £107m savings have been made to date from the £186m required.

5.4 Parish Councillor Reports/Correspondence

5.4.1 It was resolved with all in favour to approve the Planning Minutes of 23rd October 2017.

6 Finance

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

Payments - October 2017					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Kate Bennett*	1,301.00	0.00	1,301.00	d/d	Monthly salary
Kate Bennett Expenses	48.08	3.21	51.29	102897	Stamps, mileage, photocopying
Jean Eady*	0.00	0.00	0.00	102898	50 hours
Nicola Lane*	0.00	0.00	0.00	102899	66 hours - w/c 18 Sept to w/c 23 Oct
HM Revenue and Customs	171.20	0.00	171.20	102900	PAYE
E.on	148.27	29.65	177.92	102901	September energy charges
Glazewing	82.40	16.48	98.88	102902	6/9/17 to 27/9/17
British Telecom	22.00	4.40	26.40	102903	September phone services
Advanced Payroll Services	15.00	0.00	15.00	102904	September payroll services
Norfolk Citizens Advice	50.00	0.00	50.00	102905	Donation
RW Waterfield	5.89	1.18	7.07	102906	Petrol for grass cutter
CGM	775.00	155.00	930.00	102907	Weeding of ashes area and building up and turfing of 12 graves
CGM	270.25	54.05	324.30		Cemetery & churchyard £260.50, Betsy Pad £9.75
Mazars	200.00	40.00	240.00	102908	External audit fee
Reads Groundworks	350.00	70.00	420.00	102909	To provide stone to fill potholes at entrance to p/f car park
NorfolkALC	55.00	11.00	66.00	102910	Cemetery training - recharge £27.50 to Nordelph PC
Terry Wiles	200.00	0.00	200.00	102911	Playing Field £150, Churchyard £50
	3,694.09	384.97	3,813.06		

*salaries shown together

¹ The Public Forum is 15 minutes.

6.2 Income since the last meeting - £1526.47.

7 Planning Applications

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

7.1.1 **Planning Application 17/01555/F (amended)**, Variation of Condition 2 of planning permission 16/00149/F Construction of four dwellings at Land off Ladys Drove, Emneth. It was resolved with all in favour to recommend *approval* to the amendments.

Decisions

Planning Application 17/01633/F, The Queens Head, 33 Gaultree Square, Emneth. Change of use from public house to residential dwelling – approved by the Borough Council of King’s Lynn and West Norfolk.

8 General Correspondence

8.1 Correspondence from the Norfolk Association of Local Councils surrounding a consultation on *updating disqualification criteria for councillors* was noted.

8.2 County Councillor Humphrey agreed to circulate correspondence with reference to the *Wisbech Access Strategy Consultation* arrangements including the dates and venues for stakeholder events.

9 Borough Council of King’s Lynn and West Norfolk Issues

No report.

10 Norfolk County Council issues

10.1 Clerk to contact Morrisons and B&M at the trading park in relation to the future maintenance costs for the bus shelter at Elm High Road.

11 Norfolk County Council Highways Issues

11.1 Clerk to report various highways issues in the parish reported at the meeting.

12 Footway Lighting issues

No report.

13 Playing Field issues

13.1 A discussion ensued around the feasibility of adding some type of structure to the left hand side of the pavilion to provide potential space for hiring out to local member groups etc. The idea was supported in principle on the proviso that it would be fully-funded by grants etc. A lot more information would be required before full support for the project would be given.

13.2 Councillor Groves agreed to take a look at the condition of the car park. The entrance has been repaired recently but pot holes in the main car park have been reported recently.

14 Agricultural Holdings

14.1 Annual invoices have now been sent out.

15 Cemetery Issues

15.1 A site meeting at the Hungate Road allotments had taken place on 23rd October to assess its suitability for providing further burial ground for the village. It was noted that approval would need to be obtained from the Secretary of State for the disposal of allotment land. Clerk to progress this with the *Norfolk Association of Local Councils*. Clerk to contact the *King’s Lynn Internal Drainage Board* to make enquiries about using the frontage of the land as an entry point, potentially building a culvert and piping the dyke. Clerk to also instigate enquiries with the *Environment Agency* surrounding potential ground water pollution tests.

15.2 The Clerk reported two graves in the cemetery that have placed white stones on graves. These need to be removed immediately. Letters have been written.

16 Date of Next Meeting

16.1 The next meeting will be Tuesday 12th December 2017 at 6.30pm at Central Hall, Emneth.

Meeting closed at 8.00pm

Chairman’s signature