



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 30th October 2018 at 6.30pm, Emneth Central Hall

In attendance: Councillor Waterfield (Chair), Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Howard, Councillor Fleet, Councillor Harper, Councillor White, Councillor Groves, County Councillor Humphrey

Apologies: Councillor Towler, Councillor Oliver, Councillor McCourt, Borough Councillor Crofts

Parish Clerk: Kate Bennett (email: emnethparishcouncil@hotmail.co.uk Mobile: 07825 634 672)

Public: 2

MINUTES

- 1 **Welcome;** the Chairman welcomed everyone to the meeting.
- 2 **Apologies for absence**
 - a) Apologies were given as above and approved.
- 3 **Declarations of Pecuniary Interest**
 - a) Councillor Howard declared an interest in Item 15b on this month's agenda; *Cemetery issues*.
- 4 **Minutes**
 - a) It was resolved to accept the Minutes of 25th September 2018 as a true record of the meeting. These were signed by the Chairman.

5 Public Forum¹

There was no need to suspend the meeting to hold a *Public Forum* as neither of the members of public present wished to address the council at this time.

6 Reports

- 6.1 **Police Report;** the monthly newsletter had been circulated as usual.
- 6.2 **Borough Council Report**
 - a) Budget proposals are currently being discussed.
- 6.3 **County Councillor Report**
 - a) Road Traffic Orders for zig zag lines outside schools are being discontinued; if the lines are 26 metres or longer *notices* can be erected at either end of the lines making them enforceable now by a traffic warden from the Borough Council which, to date, they have not been.
 - b) The £94m funding gap to be filled over the next three years has now been narrowed down to less than £40m.
 - c) A new road traffic scheme installed on the A1151 in Norfolk has proved very successful over the last three years reducing the accident rate over a previous five year period at 59 accidents to only 6 over the last three years.
 - d) The Norfolk Children's Centre Consultation closes 12th November 2018. Anyone interested in commenting can do so by using the following link:
<https://norfolk.citizenspace.com/consultation/childrenscentres-2/>
 - e) £9.2m of heritage funding has been given to Norwich Castle.
 - f) Many mobile library stops are ceasing. In areas that it continues to visit it will only visit once very four weeks providing a saving of £200,000.00.

6.4 Parish Councillor Reports/Correspondence

No report.

¹ The Public Forum is 15 minutes.

7 Finance

7.1 It was resolved, with all in favour, to approve the payments list since last meeting.

Payments - October 2018						
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service	
Employment	1,337.99	0.00	1,337.99	d/d	46 hours	
Kate Bennett	62.27	7.14	69.41	103065	Expenses - mileage, mobile, photocopying, postage	
Jean Eady	0.00	0.00	0.00	103066	50.5 hours	
Nicola Lane	0.00	0.00	0.00	103067	55 hours	
HMRC	196.40	0.00	196.40	103068	PAYE NIC	
Advanced Payroll Services	30.00	0.00	30.00	103069	August and September payroll services	
Westcotec	87.66	17.53	105.19	103070	October footway lighting maintenance fee	
British Telecom	16.00	3.20	19.20	103071	Line rental	
Veolia	84.88	16.98	101.86	103072	Four collections (2 bins): September	
E.on	54.94	2.75	57.69	103073	September energy charges	
JH Bees	362.00	0.00	362.00	103074	Flail mowing; £300 playing field, £62 allotments	
CGM Group	45.00	9.00	54.00	103075	Apply glyphosate to churchyard and cemetery (paths and base of church)	
CGM Group	220.50	44.10	264.60	103075	Mowing to cemetery and churchyard: September	
RW Waterfield	20.00	0.00	20.00	103076	Reimbursement for payment to J Else re refurb of village sign and church gates	
Terry Wiles	1,230.00	0.00	1,230.00	103077	£600.00 to cut back pyracantha at playing field/bowling green and dispose of £80 Highways, £550 cemetery (cut hedges opposite the church)	
Bowers Solicitors	5,000.00	0.00	5,000.00	103078	Share of purchase of former canal land	
	8,747.64	100.70	8,848.34			

*salaries reported together (data protection).

Councillor White joined the meeting at 6.40pm

7.2 Income since the last meeting was noted at £2132.00

7.3 The proposed 2019/20 Budget figures had been considered at a previous Finance Meeting and a proposed Budget for 2019-20 considered by full council for approval. It was resolved to approve the budget for the coming year as proposed and to set next year's precept at £35,000.00 (an increase of £2,000.00 on last year's). This will cover the increase in staffing costs, anticipated election costs for next year, extra cuts to the football pitches to improve the quality of the playing surface, solicitors fees associated with the purchase of the former canal land at the Elm/Emneth border and further expected professional services costs involved with purchasing more burial land for the parish over the coming year. A small council tax support grant is expected from the Borough Council again this year but the amount is yet to be advised. The parish's tax base is also expected to increase for next year so members anticipate a minimal increase in the overall Band D council tax charge.

8 Planning Applications

- a) To receive and consider *Planning Applications* and *Decisions* since the last meeting
Planning Application 18/01481/F, Continued use as bed and breakfast and retention of single storey extension at 103A Elm High Road, Emneth. It was resolved to *approve* the application.
Planning Application 18/01382/RM, details for Plot 4 only 78 Hollycroft Road, Emneth. It was resolved to recommend *approval* to the application.
- b) Decisions made by the Borough Council since last meeting
Planning Application 18/01528/F, Algores, Chapel Lane, Emneth; alterations to the existing dwelling to form new first floor bathroom and bedrooms, *approved*.
Planning Application 18/01403/O, Joystan, 44 Hawthorn Road, Emneth; construction of one detached bungalow utilising existing vehicular access, *approved*.
Planning Application 18/01517/F, 56 Hungate Road, Emneth; part loft conversion and two storey extension, *approved*.

9 General Correspondence

- a) Correspondence from UK Power Networks regarding recent power cuts in the village was noted.

10 Borough Council of King's Lynn and West Norfolk Issues

- a) Email noted regarding the *KLFM Local Her Awards* (formerly Mayor's Civic Awards for Voluntary Service); nominations invited.

11 Norfolk County Council issues

- a) The purchase of the canal land at the Elm/Emneth border is progressing with Bowers Solicitors. Emneth's share of £5,000.00 is on this month's payments list to be forwarded to Bowers.

12 Norfolk County Council Highways Issues

- a) Several potholes in the parish were noted. Pot holes can be reported to Norfolk County Council by using the following link, <https://apps.norfolk.gov.uk/HighwaysDefect/>
Please use this link, it is much easier for those who have identified the pothole to report it themselves as pertinent questions regarding exact location, size and diameter etc. are requested

which makes it much easier for the person who has actually seen it to report it rather than second or third hand.

- b) Clerk to write to a property at Elmside regarding an overgrown hedge.
- c) Clerk to report two broken street name plates; one at Gaultree Square and another at Church Road.

13 Footway Lighting issues

- a) Clerk to report an outage at The Wroe.

14 Playing Field issues

- a) Councillor Wiles is progressing a quote for the topping of the trees (circa 100 trees to be topped).

15 Cemetery Issues

- a) It was resolved to approve expenditure of £780.00 + VAT to CGM Group to carry out works to the trees in the cemetery/churchyard and for £300.00 + VAT to carry out a health and safety survey of the cemetery and provide a report.
- b) It was resolved to approve the use of the report from Cemetery Development Services and associated emails from the Environment Agency by the applicants of Planning Application 17/00729/O residential development (7 dwellings) at Land to the West of Kirklea, 56 Church Road, Emneth the details of which relate to the suitability of land associated with this application for use as further burial land for the parish.

16 Date of Next Meeting

- a) The next meeting will be Tuesday 11th December 2018 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.35pm

Chairman's signature