



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 27th October 2020 at 6.30pm via Zoom

In attendance: Councillor Groves (Chair), Councillor Fry, Councillor McCourt, Councillor Leakey, Councillor Howard, Councillor White, Councillor Purchase, Councillor Finnis, County Councillor Humphrey

Apologies: Councillor Pearson, Councillor Harper, Councillor Wiles, Councillor Curtis

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

Public: 0

MINUTES

1 Welcome

The Chairman welcomed everyone to the meeting.

2 Apologies for absence

Apologies were given as above and approved.

3 Declarations of Pecuniary Interest

There were no declarations of pecuniary interests given for any item on this month's agenda.

4 Public Forum¹

There was no need to suspend the meeting to hold the Public Forum.

5 Minutes

It was resolved to accept the Minutes of the last meeting² as a true record and these will be signed by the Chairman at a later date.

6 Matters arising from the Minutes

There were no matters arising.

7 Finance

- a. It was resolved to approve all outstanding payments as set out below. Councillors Fry and Howard to authorise the payments online with Unity Trust Bank as uploaded by the Clerk.

October 2020 Payments List					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Salaries	1431.04	0.00	1431.04	dd	Clerk, Litter Picker, Playing Field Caretaker
British Telecom	110.50	22.10	132.60	dd	Oct-Dec Broadband services
British Telecom	27.70	5.54	33.24	dd	September 2020 phone line services
Kate Bennett Expenses	110.90	2.60	113.50	EP	Mileage, stationery, postage, mobile, broadband etc.
Jean Eady	0.00	0.00	0.00	EP	42 hours
Nicola Lane	0.00	0.00	0.00	EP	55 hours
HM Revenue and Customs	0.00	0.00	0.00	EP	HMRC owe EPC £140.96 (£17.76 still owed) this month should have been £123.20
Westcotec	87.66	17.53	105.19	EP	October street light maintenance fee
E.on	57.67	2.88	60.55	EP	September energy charges
Advanced Payroll Services	15.00	0.00	15.00	EP	August payroll services
Nordelph Parish Council	71.94	0.00	71.94	EP	50% contribution to annual Zoom subscription
CGM Group	731.15	146.23	877.38	EP	Grass cutting the playing field and play area (7/7)
CGM Group	45.00	9.00	54.00	EP	Apply glyphosate to churchyard and cemetery
CGM Group	130.25	26.05	156.30	EP	Mowing services to churchyard and cemetery
Paul Ford Tree Surgery	2,520.00	504.00	3,024.00	EP	Stump grinding to poplar trees at playing field
Veolia	105.68	21.14	126.82	EP	8 collections 1/9/20 - 22/9/20
Hussey Knights Limited	63.53	12.71	76.24	EP	Stationery
Lloyd Groves	300.00	0.00	300.00	EP	Annual Chairman's allowance payment for 2019/20 and 2020/21
Emneth Design	28.50	0.00	28.50	EP	Website update service
Norfolk Parish Training & Support	49.00	0.00	49.00	EP	Internal audit course for Clerk
NorfolkALC	60.00	12.00	72.00	EP	Allotments training (2 sessions) - tenancy agreements and policies and site facilities and health and safety for
Terry Wiles	100.00	0.00	100.00	EP	£50 to install dog waste bin at Elmside and £50 to clear overgrowth in dyke at cemetery
	6,045.52	781.78	6,827.30		

*salaries reported together (data protection).

- b. Income since the last meeting was noted at £668.10.

- c. The Finance Committee had held a virtual meeting on 20th October 2020 to consider budget proposals for 2021/22. After consideration with all Members it was resolved to increase the precept for 2021/22 to £38,000.00 (from £36,000.00 this financial year) to allow for the increase in costs for

¹ The Public Forum is 15 minutes only

² 28th September 2020

services for the parish for the next financial year. This increase will equate to a Band D council tax charge of £42.55, an annual increase of £2.62 from this year.

- 8 a) **Planning Applications;** to receive and consider *Planning Applications* since last meeting
Planning application 20/01594/F first floor extension and ground floor extension to dwelling at Perseverance Cottage, 32 Gaultree Square, Emneth. It was resolved to *approve* this application.
- b) **To note any planning appeal notifications since last meeting;** no report.
- c) **To note any decisions from the Local Planning Authority³ since last meeting;**
- **Planning application 20/00822/F** Log cabin to rear of property to be registered as a business at 39 Fendyke Road, Emneth; *approved*.
 - **Planning application 20/01062/O** Land West of 71 Church Road for construction of one dwelling; *approved*.
 - **Planning application 20/00798/F** Land East of 53 Mill Road, Emneth for the erection of general purpose agricultural building; *approved*.
 - **Planning application 20/00856/F** 67 Falklands Drive, College of West Anglia, Meadowgate Lane, Emneth for the erection of a single storey side extension; *approved*.
 - **Planning application 20/00912/F** 9 Gaultree Square, Emneth for the enclosure of a canopy to enlarge a garage and erection of a porch over front door; *approved*.
 - **Planning application 20/01172/F** Hawstead Bungalow, 62 Elmside, Emneth for an extension and alterations; *approved*.

9 Cemetery Issues

- a) Progressing the columbarium wall will recommence once the current coronavirus pandemic has eased and social distancing measures relaxed to allow a site meeting with potential suppliers.
- b) It was resolved to approve expenditure of £522.00 + VAT to *Tindle Tree Care* to carry out a tree survey in the cemetery/churchyard.
- c) Full grave burials are being offered to *residents* of the parish *only* as of 1st January 2020⁴. It should be noted that the provision of cemetery services within a parish is a discretionary service.

10 Playing Field Issues

- a) It was noted that the grinding out of the stumps to the poplar trees is now complete.
- b) It was noted that the *Playing Field Committee* had received a grant of £20,000.00 for the Playing Field. £5,000.00 is to be spent on repairs to the roof of the pavilion and the remaining £15,000.00 to replace the very old play equipment. It was resolved to match this by approving expenditure of £15,000.00 from the *Claude Coates*⁵ fund in order to completely renew all the play equipment in the play area and make it safe.

11 To discuss Norfolk County Council issues including highways

- a) **To note any progress with the bid to the 2021/22 Parish Partnership Scheme with Norfolk County Council⁶;** it was resolved to *not* pursue the bids for the extension of the footpath and a crossing at Church Road at this time as it was generally felt that the expenditure was needed elsewhere in the parish.
- b) The SAM2 camera is currently outside 14 Hollycroft Road and will be moved to one of the other 11 approved locations after two weeks.
- c) **Street lighting requirements at the proposed new development at 11-37 Elm High Road, Emneth;** it was noted that the parish council has confirmed that it *will* require street lighting at this development.

12 To discuss Agricultural Allotment issues

- a) It was noted that clearance of the allotment land at Grays Lane is still outstanding and the tenants need reminding to clear this up.

³ Borough Council of King's Lynn and West Norfolk

⁴ Ashes interments are still permitted to non-residents, just full grave burials restricted to *residents* only.

⁵ Money entrusted to the parish council for '*the benefit of the playing field*'; fund currently stands at £32,110.77

⁶ Bids need to be submitted by 4th December 2020

13 To discuss Village Hall issues; no report.

14 To receive a report from the Borough Council

- A Cabinet Member for *Climate Change* has now been appointed.
- The Corn Exchange has received £250,000 of grant money and the cinema is now open on the mezzanine level adhering to all Covid restrictions.
- Five parks within the Borough have received a *green flag award* being recognised as some of the best in the world.
- The budget is currently being prepared.
- It was noted that the Borough Council is responsible for parking enforcement and can issue fines.
- County Councillor Humphrey agreed to speak with Norfolk County Council+++ Highways regarding reinstating the faded yellow zig zag lines outside the school.

15 To receive a report from the County Council

- It was noted that there has been a coronavirus outbreak at Cranswick Foods based at Watton with 140 employees testing positive.
- The County has recently received a *Howard League Community Award* which recognises community projects encouraging desistance from crime⁷.
- The budget is currently out for consultation.

16 To note any communications from the Police since last meeting

- a) The regular *Community Update* Newsletter from the *Downham Market Safer Neighbourhood Team* has been circulated.
- b) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.
- c) The parish council has been in touch with the Police this month regarding enforcing the *no parking* restriction outside the school. On going.

17 Agenda Items for the next meeting

- Development of land at Elmside
- Clearance of scrap vehicles from Grays Lane allotment land

18 Date of Next Meeting

The next meeting will be Tuesday 24th November 2020 at 6.30pm via Zoom.

Meeting closed at 7.40pm

Chairman's signature

⁷ Norfolk Multi Agency Approach to reducing the criminalisation of looked after children – Norfolk Constabulary, Childrens Services, YOT