

## **Draft Meeting Minutes of Emneth Parish Council**

Tuesday 25<sup>th</sup> October 2022 at 6.30pm held at Emneth Central Hall

Parish Councillors present: Councillor Michael Pearson, Councillor Roland Fry, Councillor Mike Wiles, Councillor Lloyd Groves (Chairman), Councillor Yvonne Howard, Councillor Steve Curtis, Councillor Dan Finnis, Councillor Poole, Councillor Mark Purchase and Councillor McCourt. Also present: Kate Bennett (Parish Clerk), Borough Councillor Chris Crofts, Harry Humphrey and County Councillor Chris Dawson

Apologies: None

### **1 Welcome**

The Chairman welcomed everyone to the meeting.

### **2 To receive apologies for absence**

No apologies were received for this month's meeting.

### **3 Members' Declarations of Interests in items on the agenda and any dispensations required considered**

No declarations of interests were given for this month's meeting and no dispensations requested.

### **4 Open Forum for Public Participation: 15 minutes**

No report.

### **5 To approve the Minutes of the meeting held on 27<sup>th</sup> September 2022**

It was resolved with all in favour to approve the Minutes of last month's meeting and these were signed as a true record by the Chairman.

### **6 To co-opt a new Member onto the Parish Council**

Mr. James Tingley signed his Declaration of Acceptance of Office Form and the Chairman welcomed him on behalf of the Parish Council to his new voluntary role as a local councillor for the Parish of Emneth.

### **7 To receive a report from our Norfolk County Councillor**

- a) It was noted that works to Ladys Drove are ongoing albeit slow as 'A' roads are currently the focus.
- b) Correspondence was noted regarding recent diversions in the parish and the slow removal of signs for such increasing the inconvenience to residents.
- c) The County continues to push and promote for a new hospital / car park in King's Lynn.
- d) Representations from our local MP are being requested from neighbouring Wisbech parishes regarding the proposed incinerator for Wisbech.

### **8 To receive a report from our Borough Councillor**

- a) There will be public meetings held in King's Lynn in December and January to view the Local Plan.
- b) The £1.00 entry 'Summer of Play' initiative for entry into local Leisure Centres has been extended into the Autumn.
- c) The empty property at 54 Lady's Drove has been thoroughly inspected and there is no sign of vermin.

### **9 Clerk to provide an update on matters not included on this month's Agenda**

- a) It was noted that a new larger dog waste bin has been ordered for the Hawthorn Road end of Betsy Pad.
- b) It was noted that the overgrown hedge at Elmside reported at last month's meeting has now been cut back.

- c) A resident of Elm High Road has requested 1) the Parish Council requests a speed reduction from 40mph to 30mph at this location and 2) the siting of the SAM2 camera along Elm High Road; Clerk to follow up with Norfolk County Council on both issues.

## 10 Finance

- a) It was resolved with all in favour to approve the payments per the October Payments List as presented.
- b) Income since the last meeting was noted at £3,427.27 (agricultural land rents), £300.00 donation, £49.63 sale of Jubilee mugs and £575.00 (cemetery). It was noted that a further £1,170.59 is due in before the end of this month (Community Infrastructure Levy receipts from the Borough Council).
- c) It was resolved with all in favour to approve expenditure of £300.00 for councillor / full council training to be hosted by Norfolk Parish Training and Support at Emneth Central Hall in early 2023; Clerk to action.
- d) It was resolved to set a precept for 2023 2024 at £41,000.00 (an increase of just £2,000 from this year). The Parish Council has endeavoured to keep the budget for the next financial year to a minimum but with an increase of over 300% in energy costs already seen this year, costs for payroll provision increasing alongside the annual parish council insurance and grass cutting for the cemetery / churchyard also increasing for next year and the need to allow for an increase in staff costs as well as budget provision for local elections next year (circa £3,000.00). The Parish Council hopes that by increasing the precept by just £2,000.00 and by drawing on reserves if necessary should keep the parish in a buoyant position moving forward over the next financial year.
- e) The parish council's bank balances at 20<sup>th</sup> October 2022 were noted at: Community Account £61,414.84 and the Savings Account at £36,613.26.

## 11 Planning

- a) To consider planning applications since last meeting;
- Planning Application 1: Planning application 22/01803/F** proposed annex at Reffley, 42 Hungate Road, Emneth: it was resolved to support this application.
- Planning Application 2: Planning application 22/01673/RM** erection of single dwelling, Elmfield Drive, Emneth: it was resolved to support this application.
- Planning Application 3: Planning application 22/01826/O** proposed new dwelling at Strawberry Cottages, 52 Church Road, Emneth: it was resolved to make no comment to this application at this time as Members were unclear over access / egress / turning arrangements at the development.
- Planning Application 4: Planning application 22/01879/O** proposed residential development at Towler Coaches Ltd., 24 Church Road, Emneth: it was resolved to support this application.
- b) To note any planning decisions made by the Local Planning Authority / appeal notifications
- 1) Planning application 21/01606/F A47 car wash, Emneth Services, South Wisbech Bypass, Emneth: the application was permitted for continued use of the site as a truck wash and renovation / conversion of static caravans into snack bars / burger vans.
- 2) Planning application 22/00612/F 91 Church Road, Emneth: the application was permitted for the proposed agricultural barn conversion to a residential dwelling.
- 3) Planning application 22/00495/O Pal-Mar, Chapel Lane, Emneth: the application was permitted for a residential development (including access).

Details of all planning applications can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/>

- c) The powerpoint presentation from a recent Planning Update Session hosted by the Borough Council had been circulated to Members for their information. Councillor Howard attended and reported back to the Parish Council on topics covered.

**12 To discuss Parish matters**

- a) Remembrance Sunday is 13<sup>th</sup> November 2022; councillors will be meeting at the war memorial at 10.45am to pay their respects; all welcome. The Chairman to call the Church Warden to discuss.  
b) It was resolved to not have a meeting in December this year and to delegate authority to four councillors to approve any outstanding supplier payments due in December 2022.

**13 To note general correspondence received since last meeting; no report.**

**14 Cemetery Issues; no report.**

**15 Allotment Land issues**

- a) The annual land rent invoices have been sent out and several payments received.

**16 To discuss Central Hall issues; no report.**

**17 To discuss Playing Field issues**

- a) It was resolved to approve expenditure of £1,000.00 from the Claude Coates fund for works to clear the blocked drains at the pavilion.  
b) Prices to be confirmed for the requested new hand driers at the pavilion.  
c) Councillor Groves agreed to meet with the Chairman of the Playing Field Committee to determine the required measurements for a new set of goal posts.

**18 To discuss Norfolk County Council issues including highways**

- a) Residents to be reminded to report any pot holes directly themselves via the Norfolk County Council website / link here refers; [Potholes - Norfolk County Council](#)

**19 To note any communications from the Police since last meeting**

- a) Emneth's Beat Manager is PC Andy Wise.  
b) The Community Engagement Officer for Emneth is Paula Gilluley  
[Paula.gilluley@norfolk.police.uk](mailto:Paula.gilluley@norfolk.police.uk)  
c) The next Safer Neighbourhood Action Panel meeting 17 January 2023, 7pm; venue to be advised.  
d) Residents are encouraged to report any anti-social behaviour issues on the Police 101 non-urgent number.

**20 Items for the next meeting agenda**

- To discuss a Coronation Celebration in May 2023 for the parish
- To discuss maintenance responsibilities / requirements for the defibrillators in the parish
- To discuss new goal posts for the Playing Field (Councillor Groves)

**21 To consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed**

**22 To discuss any recent information relating to an alleged breach of planning permission on Parish Council land at the former canal land towpath**

- a) The Clerk reported recent information received; no further action required at this time.

**23 Date of Next Meeting**

The next meeting will be held on Tuesday 29<sup>th</sup> November 2022 at 6.30pm in the Committee Room at Central Hall.

Meeting closed at 8pm

Chairman's signature .....

**Emneth Parish Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
147	Payroll	25/10/2022		Unity Current Account		Payroll	Advanced Payroll Services	X	60.00		60.00
148	Street light maintenance	25/10/2022		Unity Current Account		Street lights	Westcotec Ltd.	S	87.66	17.53	105.19
149	Village Hall Hire	25/10/2022		Unity Current Account		Expenses	Emneth Central Hall	X	15.00		15.00
150	Cemetery and Churchyard	25/10/2022		Unity Current Account		Refuse collection	Veolia Ltd.	S	119.60	23.92	143.52
151	Website	25/10/2022		Unity Current Account		Expenses	Emneth Design PC Repair Se	Z	29.25		29.25
152	Playing Field	25/10/2022		Unity Current Account		Playing Field	CGM Group	S	785.99	157.20	943.19
153	Cemetery and Churchyard	25/10/2022		Unity Current Account		Cemetery	CGM Group	S	49.45	9.89	59.34
154	Training	25/10/2022		Unity Current Account		Training	Norfolk Parish Training Supp	X	36.00		36.00
155	Subscriptions	25/10/2022		Unity Current Account		Cemetery	Scribe Starboard Systems Lin	S	468.00	93.60	561.60
156	British Telecom	25/10/2022		Unity Current Account		Telecoms	British Telecom	S	37.45	7.49	44.94
157	Expenses	25/10/2022		Unity Current Account		Expenses	Kate Bennett	Z	90.20		90.20
158	Unity Bank Charges	25/10/2022		Unity Current Account		Bank	Unity Trust	X	3.00		3.00
159	Expenses	25/10/2022		Unity Current Account		Expenses	Yvonne Howard	Z	15.95		15.95
160	PAYE	25/10/2022		Unity Current Account		Salary	HM Revenue and Customs	X	96.60		96.60
161	NEST - Pensions	25/10/2022		Unity Current Account		Salary	NEST	X	13.96		13.96
162	Clerk Salary	25/10/2022		Unity Current Account		Salary	Kate Bennett	X	719.44		719.44
163	Litter Picker	25/10/2022		Unity Current Account		Salary	Jean Eady	X	300.70		300.70
164	Playing Field Caretaker	25/10/2022		Unity Current Account		Salary	Nicola Lane	X	307.70		307.70
165	Energy (electricity)	25/10/2022		Unity Current Account		Electricity	npower business solutions	L	241.42	12.07	253.49
<b>Total</b>									<b>3,477.37</b>	<b>321.70</b>	<b>3,799.07</b>