

Page 99

Minutes of Emneth Parish Council meeting held at on Tuesday 27th September 2011 in Emneth Central Hall, Emneth at 7.00pm.

In attendance: Cllr R. Waterfield (in the Chair)

Cllrs: - Mr S. Curtis, Mr J. Fleet, Mrs O. Graham, Mrs G. Harper, Mrs Y Howard,
Mr J. McCourt, Mr P. Oliver, Mr N Terrington, Mr R.Towler, Mr M Wiles
& Mr M. White.

Parish Clerk: Mrs M. Meyrick
Norfolk Constabulary: PCSO's Law and Bortz

Public: 0

345. Apologies & Reasons for Absence

- 345.1. Cllr Crofts – attendance at another meeting.
- 345.2. Cllr Humphrey – attendance at another meeting.
- 345.2. PCSO Ross – not on duty.

346. Declarations of Interest

346. Cllr White declared a prejudicial interest on item 359.1, planning application 01633 as his daughter is the applicant.

347. Minutes

347.1. The minutes of the meeting of the Council held on Tuesday 30th August 2011 were agreed and signed as a true record by the Chairman.

There was no public session as there was no public in attendance.

348. Reports.

348.1. Police Reports – The statistics since the 1st August show that there was 1 burglary dwelling in the Emneth area, theft from motor vehicle and a domestic assault. There was no reports relating to the Playing Field. The next SNAP meeting will take place on the 5th October at 7pm in the Town Hall at Downham Market.

Cllr Terrington reported that there are cars parking on the zig zag lines that are outside of the school – PCSO Ross will be asked to speak to the school to try and rectify this. The PCSO's stated that this must be school led. It was also reported that there were a number of traffic cones located on the junction of Chapel Lane which will be passed to PCSO Ross to look into.

348.2. Borough Councillor Reports – No reports but it was noted that the LDF site specifics consultation is underway, this will be placed on the next agenda for discussion.

348.3. County Councillor Reports – No report.

348.4. Parish Councillor Reports/Correspondence – No report.

349. Finance

349.1. Finances since last meeting.

Chairman's Signature _____

Accounts for payment September 2011						
NO	Name	Chq No	Description	Net	VAT	Total
123/125/ 126	Mrs P Melton	102096/98 /99	Salaries	786.88	0	786.88
124	Mark 1 Fencing	102097	Fencing - Play Area Project	1485.00	297.00	1782.00
127	Mrs Meyrick	102099	Expenses	41.69	0.00	41.69
128	CGM	102100	Grounds Maintenance - Aug	385.25	77.05	462.30
129	CGM	102101	Maintenance to graves x 4 Apr	152.50	30.50	183.00
130	MHB Services Ltd	102102	Street Light Maint Sept-Oct	76.96	15.39	92.35
131	E-On	102103	Street Light Electric Aug	138.72	27.74	166.46
132	EPFC	102104	1/4 Grant - 3rd Instalment	625.00	0.00	625.00
133	Mazars	102105	External Audit Fee	285.00	57.00	342.00
Total				1445.61	150.68	1597.29

It was agreed to pay the accounts for September as listed.

349.2. Income received & outstanding accounts.

Income Received

Name	Description	Amount
Bailey	Burial Fees	100.00
Clingo	Burial Fees	575.00
Hanchets	Memorial Fee	320.00
MJ Coates	Memorial Fee	160.00
Total		1155.00

Invoices Outstanding - There were no invoices outstanding.

349.3. Completed external audit for 2010/2011 accounts – The external auditor’s report stated, ‘On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission’s requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the Council - The work of the internal auditor should cover all relevant boxes in Section 4 and the Council should ensure that the risk assessment covers all risks (financial & operational).’ The Clerk reported that all the issues highlighted by the internal auditor will be dealt with during this current financial year.

349.4. Part payment of 2nd phone line to Clerk’s home – This is something that is being asked of all the Clerk’s other councils. The Clerk outlined the reasons for this request.

Chairman’s Signature _____

It was agreed in principle to the financing of a 2nd phone line to the Clerk's home subject to costs being sought and shared with the Clerk's 3 other Council's.

350. Planning

350.1. Planning Applications

<p>11/01511/CU – Change of use of touring caravan site for retention use as parking for 5 no HGV rigid vehicles – Land south of 178 Hungate Road</p> <p>It was agreed to SUPPORT this application but would like the number of vehicles allowed on the site limited and the size limited also. The site is not suitable for articulated lorries.</p>	<p>11/01580/F - Variation of Conditions 2, 4, 6 and 7 attached to Planning Consent 11/00662/F for demolition of existing PFS, retail units & construction of new PFS with associated works. - Petrol Station 40 Elm High Road.</p> <p>It was agreed to have NO COMMENT on this application as they do not feel qualified enough to give an assessment to the particulars of this application.</p>
<p>At this point there was a problem with the internet connection – this planning application and the next item was deferred to later in the meeting.</p> <p>11/01385/F - Erection of dwelling, provision of two parking spaces, new access and turning area - Land Adjacent To 16 Elm High Road</p> <p>It was agreed to SUPPORT this application.</p>	

350.2. Late Planning Applications

11/01633/O - Construction of bungalow - Land North of Whiteacres 54 Elmside

350.3. Planning Decision.

11/01295/A – Advert Consent granted – External illuminated signage to petrol filling station – 40 Elm High Road

350.4. Information was received relating to the change of property address for 231-303 Outwell Road. The Borough changed their Local Land & Property Gazetteer to reflect the new addresses after the Ward Councillors consultation with the residents affected and in liaison with the Parish Council but the Royal Mail will not adjust their records as they had received a number of complaints from residents. There followed a discussion.

It was agreed to place this on the next agenda to allow Cllr Croft to comment.

Chairman's Signature _____

Page 102

350.5. Notification was received of new property address of 36A Hawthorn Road.

350.6. Notification was received of the LDF – site specifics consultation – This will be on the next agenda for discussion. Councillors are encouraged to look at the document that is on the Borough Council website prior to the meeting. The Clerk will copy the areas of the document relevant to Emneth for all Councillors with no internet access.

351. General correspondence.

351.1. A copy of the Clerks & Councillors Direct September newsletter was received.

351.2. The Norfolk ALC Annual Report & various information leaflets which included the Norfolk Link and the agenda for the Norfolk ALC AGM was received.

351.3. A copy of the Norfolk Constabulary pocket fact guide was received.

351.4. An invitation was received to the CPRE - "*FROM THE LOCAL PLAN TO LOCALISM?*" Talk on the 19th October at the West Norfolk Professional Development Centre in King's Lynn.

It was agreed for the Clerk to attend this on behalf of the Council.

351.5. Details of the Initial Training for Councillors which is set for 17th October was received. This is a joint training course with Upwell, Nordelph & Christchurch parish councils and will take place at Emneth Central Hall.

It was agreed for Cllrs: Graham, Fleet, Oliver & White to attend the training session.

351.6. The Chairman confirmed the parish councils registration of the Playing Field nomination to the Queen Elizabeth Challenge for the playing field.

351.7. Correspondence was received from the Royal Horticultural Society requesting the Council get involved with the Britain in Bloom competition and encourage volunteers to help out.

351.8. A Letter from the Boundary Commission for England regarding the 2013 Review of Parliamentary constituencies in England was received. The Clerk provided Councillors with a copy of the summary report.

It was agreed to place this on the next agenda for discussion.

351. Borough Council of KL & WN issues.

351.1. A draft statement of Licensing Policy for the Licensing of Sex Establishments was received. This is a consultation on the draft policy and responses have to be in by the 30th November.

It was agreed to have no response to this consultation.

352. Norfolk County Council issues.

352.1. Correspondence was received regarding Local Highway Improvements. NCC has set aside £100,00 to work in partnership with parish councils to share the cost of delivering small improvements to the parish. The sort of schemes acceptable include: -

Chairman's Signature _____

Page 103

▪ Bids for small improvements such as footways, trods & improved crossing facilities. Schemes can be within, or off the highway provided they are linked to the highway.

- Schemes should be self-contained & not require other schemes or works to make them effective.
- Schemes that support the Local Transport Plan objectives will have a higher priority for funding.

It was agreed that the Council has no projects that fit this criteria at the moment.

In the same correspondence it gave details that NCC has also set aside £100,000 for Vehicle Activated Signs that are triggered by the speed of the approaching traffic. Locations will be selected and will take into account the extent the local community has invested time and money in working with the council and partners to reduce road casualties.

It was agreed to find out more information on vehicle activated signs for a future agenda.

352.2. Highway issues – It was reported that a water meter lid is missing on the junction of Elmside to Gaultree Square. It was also reported that the pot holes from Elmside to the Nursery have not been repaired.

It was agreed for the Clerk to contact Highways for an update on all the issues reported previously.

353. Footway Lighting issues.

353.1. There was no issues reported.

354. Playing Field issues.

354.1. Cllr Howard reported that work has started on the play area project and a meeting will take place to discuss what is happening with each step. The grant application for maintenance was successful. It is planned to produce a calendar to raise funds for the playing field.

354.2. The Clerk put before the Council the issue of bank rolling the play area project expenses. This is to allow invoices to be paid by the Parish Council prior to a claim being submitted to the Big Lottery for re-imbusement. Cllr Curtis proposed and Cllr Harper seconded for the Council to bank role the play area project up to £5000.

It was agreed for the Parish Council to bank role the play area project to the value of £5000 prior to a claim being submitted to the Big Lottery.

354.3. The Chairman reported that an advert for a caretaker has been put through the houses along Hungate Road as well as prominent places in the village.

354.4. Councillors were given a report showing details of quotes received for the perimeter fencing. Cllr Curtis proposed and Cllr Harper seconded to accept the quote from All Type Fencing.

It was agreed with 1 abstention to accept the quote from All Type Fencing for the perimeter fencing project of the playing field dependant on the quote being actual cost and not and estimate.

Chairman's Signature_____

Page 104

355. Cemetery issues.

355.1. A request was received from the Access for Justice Group regarding the Exhumation Request for Mr Meccariello. This was an e-mail request asking if the Council still stands by its decision made last April. It was proposed by Cllr Waterfield for the Council to stand by their previous decision not to agree to the exhumation.

It was unanimously agreed to stand by the Council’s previous decision not to agree to the exhumation request.

355.2. It was reported that the dyke to the left of the cemetery entrance had been piped to allow the soil to be placed in this area. Cllr Terrington proposed for the dyke to the right of the entrance is cleared out in the near future.

It was agreed for Cllr Waterfield to arrange the dyke to the right of the entrance to the cemetery be cleared out down to a level consistent with the existing pipework in the near future.

355.3. It was reported that PCSO Ross is been given the ok by his employer to carry out small jobs for the parish council. His first task is to clean up the seat on Hollycroft Road. Councillors were asked to bring forward ideas for projects that could be considered during the budget process.

356. Royal Celebrations for 2012.

356.1. Cllr Waterfield reported that letters and forms has gone out with the latest Messenger. Thanks was given to Cllr Graham for organising the printing of them. The next meeting will take place on the 1st November at 7pm. Cllr White gave his apologies for that meeting as it is a busy time for his business.

357. Dates for 2012.

January	10 th
February	28th
March	27 th
April	3rd – Parish Assembly
April	24 th
May	29 th – Annual Meeting
June	26 th
July	31st
Aug	28th
Sept	25 th
Oct	30 th
Nov	No meeting
Dec	4 th

It was agreed to accept the dates for 2012 as listed.

358. Date of Next Meeting

358.1. The next meeting will take place on the 25th October 2011.

Chairman’s Signature _____

Page 105

359. Planning Applications

This item was deferred from the earlier in the meeting due to technical problems with the internet connection.

Cllr White left the meeting when planning application 11/01633/O was discussed.

359.1.

11/01385/F - Erection of dwelling, provision of two parking spaces, new access and turning area - Land Adjacent To 16 Elm High Road

It was agreed to **SUPPORT** this application

11/01633/O – Construction of bungalow – Land north of Whiteacres, 54 Elmside.

It was proposed by Cllr Harper and seconded by Cllr Curtis **to support** this application
The vote was lost with 4 votes for, 6 against and 1 abstention.

Cllr Terrington proposed and Cllr McCourt seconded to make no comment on this application. It was agreed with 8 votes for and 3 abstentions to make **NO COMMENT** on this application. The Parish Council feel they are not able to make a decision to this application as they are giving consideration to the LDF Site Specifics consultation at the present time

Meeting closed at 9.40p.m.

Chairman's Signature_____