



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 26<sup>th</sup> September 2017 at 6.30pm at Emneth Central Hall**

**In attendance:** Councillor Waterfield (Chair), Councillor Howard, Councillor Wiles, Councillor Graham, Councillor Curtis, Councillor Harper, Councillor Towler, Councillor Fleet, Councillor Oliver, Borough Councillor Crofts

**Apologies:** Councillor McCourt, County Councillor Humphrey

**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 Councillor Howard declared a pecuniary interest in *Item 15.3* on this month's agenda - *to provide an update on the possible purchase of further burial ground for the parish at land West of 56 Church Road.*

### **3 Minutes**

3.1 It was resolved to accept the Minutes of the Ordinary Meeting of 29<sup>th</sup> August 2017 as a true record of the meeting. These were signed by the Chairman.

### **4 Public Forum<sup>1</sup>**

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**

No report.

#### **5.2 Borough Councillor Report**

5.2.1 A review on how planning applications are considered has taken place.

5.2.2 The Borough Council are launching a *lottery* with all profits going to good causes.

5.2.3 A meeting considering how *derelict land and buildings* are taken care of is due to take place next month.

#### **5.3 County Councillor Report**

No report.

#### **5.4 Parish Councillor Reports/Correspondence**

5.4.1 It was resolved with all in favour to approve expenditure for the Clerk to attend *General Data Protection Regulation* training (£8.50) and an *Employment Matters* seminar (£15), both hosted by the Norfolk Association of Local Councils in Swaffham in October.

5.4.2 It was resolved with all in favour to accept the Planning Minutes of 19<sup>th</sup> September 2017. These were signed by the Chairman.

### **6 Finance**

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

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<sup>1</sup> The Public Forum is 15 minutes.

<b>Payments - September 2017</b>						
<b>Payee</b>	<b>Goods/ Services</b>	<b>VAT</b>	<b>TOTAL</b>	<b>dd/chq</b>	<b>Supplier/Service</b>	
Kate Bennett*	971.30	0.00	971.30	d/d	Monthly salary	72
Kate Bennett Expenses	42.37	4.23	46.60	102882	Stamps, mileage, photocopying	73
Jean Eady*	0.00	0.00	0.00	102883	40 hours	74
Nicola Lane*	0.00	0.00	0.00	102884	21 hours	75
HM Revenue and Customs	88.20	0.00	88.20	102885		76
Westcotec	87.66	17.53	105.19	102886	September streetlight maintenance	77
E.on	153.21	30.64	183.85	102887	August energy charges	78
Glazewing	103.00	20.60	123.60	102888	w/c 2/8/7 to 30/8/17	79
British Telecom	22.00	4.40	26.40	102889	August phone services	80
Emneth Design	23.75	0.00	23.75	102890	Website update service	81
Advanced Payroll Services	15.00	0.00	15.00	102891	August payroll services	82
CGM	45.00	9.00	54.00	102892	Works to grave plot J23 Bassett - topsoil and seed	83
CGM	45.00	9.00	54.00	102892	Apply herbicide to churchyard and cemetery	83
CGM	270.25	54.05	324.30	102892	July mowing churchyard and cemetery	83
CGM	270.25	54.05	324.30	102892	August mowing churchyard and cemetery	83
EPFC	750.00	0.00	750.00	102893	Quarterly grant payment	84
Norse	1,956.38	391.28	2,347.66	102894	Play area - six monthly grounds maintenance fee	85
Norse	1,256.92	251.38	1,508.30	102894	Football pitches - six monthly grounds maintenance fee	85
Fields in Trust	50.00	0.00	50.00	102895	Annual Membership fee	86
Terry Wiles	340.00	0.00	340.00	102896	£300 churchyard, £50 Elmside	87
	<b>6,490.29</b>	<b>846.16</b>	<b>7,336.45</b>			

\*salaries shown together

6.2 Income since the last meeting - £0.00

## 7 Planning Applications

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

To consider **Planning Application 17/01672/F** Two 4 bedroom chalet bungalows at Land at Fendyke Field, Hungate Road, Emneth. It was resolved with all in favour to recommend *refusal* to this application as it is outside the development boundary.

To note that **Planning Application 16/02135F** Rear of 22 Gaultree Square, Emneth Residential development consisting of 4 one bedroom retirement bungalows is to be considered at Planning Committee at the Borough Council on Monday 2<sup>nd</sup> October. The officer recommendation is *refusal*.

## Decisions

No report.

## 8 General Correspondence

8.1 It was resolved to donate £50.00 to Norfolk Citizens Advice.

## 9 Borough Council of King's Lynn and West Norfolk Issues

No report.

## 10 Norfolk County Council issues

10.1 Correspondence relating to the bus shelter at Elm High Road was noted. It has recently been cleaned by a group of volunteers and made safe by Norfolk County Council. Future maintenance and cleaning of the bus shelter is now in question. Councillor Waterfield agreed to approach some of the companies on the retail park behind the bus shelter to request some grant funding for this. On going.

## 11 Norfolk County Council Highways Issues

11.1 Clerk to report a broken bough on a tree at the southern end of Hawthorn Road.

## 12 Footway Lighting issues

No report.

## 13 Playing Field issues

13.1 Repairs to the entrance to the playing field are now complete.

13.2 Emneth Playing Field Committee owns the pavilion. It has been suggested that the parish council could buy the pavilion from them for £1.00 and then lease it to Hungate Rovers. Councillor McCourt to progress.

13.3 Congratulations to be passed on to the Committee for raising £1060.00 at a recent prize bingo.

**14 Agricultural Holdings**

14.1 It was noted that the CCTV camera has been stolen.

14.2 A washing machine, cooker and dustbin full of rubbish has been dumped at this location.

**15 Cemetery Issues**

15.1 It was resolved to accept the quote from CGM for £65.00 to weed the ashes plots and £710.00 to build up and re-turf twelve graves in the cemetery and churchyard.

15.2 It was estimated that there are roughly 65 burial spaces left in the cemetery.

Councillor Howard left the meeting.

15.3 It was noted that the parish council's offer to purchase further burial ground for the parish at land West of 56 Church Road had not been accepted. It was resolved with all in favour to no longer pursue this line of enquiry.

15.4 A site visit to the parish council's allotment land at Hungate Road has been arranged for Tuesday 10<sup>th</sup> October.

**16 Date of Next Meeting**

16.1 The next meeting will be Tuesday 31<sup>st</sup> October 2017 at 6.30pm at Central Hall, Emneth.

Meeting closed at 7.40pm

Chairman's signature .....