



Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Tuesday 24th September 2019 at 6.30pm, Emneth Central Hall

In attendance: Councillor Wiles, Councillor Howard, Councillor Harper, Councillor McCourt, Councillor Groves (Chair), Councillor Curtis, Councillor White, Councillor Pearson, Councillor Leakey, Councillor Oliver, Councillor Fry, Councillor Purchase, Borough Councillor Crofts

Apologies: County Councillor Humphrey

Parish Clerk: Kate Bennett (email: emnethparishcouncil@hotmail.co.uk Mobile: 07825 634 672) – Clerk not present, Minutes taken by Councillor Curtis

Public: 0

MINUTES

1 Welcome

Councillor Groves (Chair) had previously advised that he may arrive a little late to the meeting, Councillor Curtis opened the meeting and welcomed everyone. Councillor McCourt was voted in as Vice Chairman until Councillor Groves was present.

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 Minutes

It was resolved to accept the Minutes of the last meeting as a true record and these were signed by the Chairman.

5 Public Forum¹

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

Councillor Groves joined the meeting.

6 Reports

a) **Police Report;** the monthly newsletter had been distributed and noted.

b) **Borough Council Report;**

- The Borough Council is sponsoring a night shelter in King's Lynn: £30,000.00.
- The multi-storey car park in King's Lynn will be converting to *cashless* payment.
- Next year the polling station in Emneth will be the Methodist Chapel, Gaultree Square (not Central Hall).

c) **County Councillor Report;** no report.

d) Parish Councillor Reports/Correspondence

- 'VE Day 75' will be celebrated internationally for three days from Friday 8th May 2020 to Sunday 10th May 2020 with the Friday being a bank holiday (moved from Monday 4th May 2020). A village celebration is being discussed. At the moment there are no funding opportunities to tap into from central government but this will be monitored over the coming months.
- Councillors McCourt, Fry and Oliver and the Clerk inspected parish council allotment land on Tuesday 3rd September. Councillor White agreed to provide Council with any maps he has available. The Clerk has a comprehensive selection also which she will make available for all at the October meeting.
- Minutes from a recent *Elm Canal Towpath Support Group* meeting were noted. Councillor Wiles agreed to liaise with Elm Parish Council on matters relating to this.
- Meeting dates for the remainder of 2019 were discussed. The October meeting is 29th October, there WILL now be a meeting in November, scheduled for 26th November and then 17th December 2019.

7 Finance

a. It was resolved to approve the payments list since last meeting.

¹ The Public Forum is 15 minutes.

Payments - September 2019					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Employment costs	1255.58	0.00	1255.58	dd	Clerk, Litter Picker, Playing Field Caretaker
Kate Bennett Expenses	53.34	3.70	57.04	103201	Mileage, stationery, postage, photocopying etc.
Jean Eady	0.00	0.00	0.00	103202	42.5 hours
Nicola Lane	0.00	0.00	0.00	103203	44 hours
HM Revenue and Customs	183.80	0.00	183.80	103204	PAYE
Westcotec	87.66	17.53	105.19	103205	September streetlight maintenance
E.on	59.60	2.98	62.58	103206	August energy charges
Advanced Payroll Services	15.00	0.00	15.00	103207	July payroll services
Fenland Hygiene	16.92	3.38	20.30	103208	Black sacks
British Telecom	26.30	5.26	31.56	dd	August phone services
Emneth Playing Field Committee	750.00	0.00	750.00	103209	Quarterly grant payment
CGM Group	130.25	26.05	156.30	103210	Cemetery/churchyard grass cutting
Paul Ford Tree Surgery Ltd.	5,000.00	1,000.00	6,000.00	103211	To fell and clear x96 poplar trees at the playing field
PKF Littlejohn LLP	300.00	60.00	360.00	103212	External audit fees
Norse Eastern Ltd.	3,601.87	720.37	4,322.24	103213	Six monthly grounds maintenance charge
Emneth Design	26.25	0.00	26.25	103214	Website update service charges
Veolia	105.68	21.14	126.82	103215	8 lifts (August)
	11,612.25	1,860.41	13,472.66		

*salaries reported together (data protection).

- b. Income since the last meeting was noted at £280.00 from the cemetery.

8. Planning Applications

a) To receive and consider *Planning Applications* since the last meeting

- Planning application **19/01318/F**, proposed single storey rear extension, detached double garage/workshop, new entrance onto site, existing garage to be converted and existing dwelling to be timber clad at Joystan, 44 Hawthorn Road, Emneth. It was resolved to *approve* the amendments to this application.
- Planning application **19/01416/O**, proposed residential development at Longridge, 37 Elm High Road, Emneth. It was resolved to determine this application at an Extraordinary Planning Meeting in October.²

- b) **To note any appeal notifications since last meeting;** no report.

c) To note any decisions made at the Borough Council since last meeting

- **Planning application 19/01195/F**, first floor extension at Lane Cottage, 44 Church Road, Emneth; approved.

9 General Correspondence

- It was noted that there is overgrown vegetation at the bottom of Hungate Road at the junction with Edge Bank; Clerk to investigate and report to Highways for action if necessary.

10 Norfolk County Council Highways Issues

- The new dog waste bin at Elmside has now been installed and the Borough Council notified so they can arrange to empty it every week.

11 Playing Field issues

- It was noted that works to the poplar trees is now nearly complete; the trees have been cut down, but a decision needs to be made regarding the stumps. Should they be 'ground out' or sprayed? It was resolved to approve further expenditure of £1800.00 + VAT to have the stumps 'ground out' by Paul Ford Tree Surgery Ltd.

Councillor White left the meeting.

Cemetery Issues

- a) Approval from the Diocese to carry out works to the high-risk trees in the churchyard is still awaited. Clerk has confirmed to them that there are not any *tree preservation orders* on any of the trees in the churchyard, it is

² Extraordinary Planning Meeting scheduled for Thursday 10th October at 6pm at Emneth Central Hall

not within a conservation area (Emneth does not have a conservation area) and CGM Group's bat/bird policy had been forwarded onto them for their files. It is hoped that this worked will be authorised soon.

- b) The tarmac path will soon be removed and turfed, and the few sunken graves built up and re-turfed.
- c) With the limited amount of burial space now available in the parish discussions regarding future burial ground for the village covered once more the suggestion of building a three tier, stone Commemorative Wall in the cemetery for cremations only which could hold up to 260 cremation urns; this to be investigated further. It was resolved with all in favour to offer burials/cremations to *residents* of the parish *only* as of 1st January 2020 i.e. prohibit non-resident reservations for burial plots and any future non-resident burials. Plots and burials may be reserved and carried out respectively before the 1st January 2020 but not after this date. This decision to be advertised as widely as possible over the next few months. It should be noted that the provision of cemetery services within a parish is a discretionary service and if burial space cannot be offered within Emneth then residents/non-residents will have to go elsewhere, maybe a neighbouring parish.
- d) An email from a resident regarding the condition of the cemetery was noted. Clerk to meet with the contractors to arrange for some more maintenance works e.g. spraying of weeds, removal of buddleia, ivy and briars etc.
- e) A report from a resident was noted that she has recently had some ornaments from a grave removed/lost. It was noted that whilst the parish council sympathises with this type of problem Emneth cemetery is a *lawned* cemetery only. Ornaments, photographs, decorations are not accepted/permitted and the parish council does not take responsibility or accept liability for the loss or damage of such items. Any personal items placed on graves are at the owners own risk. It has been noted that many more decorative items have recently appeared in the cemetery and these are not allowed. The parish council may arrange for a collection of these items and store them in a safe place for owners to retrieve should they wish to.

12 Agenda Items for the next meeting

- Future burial ground for the parish – advertising of non-resident burials and further discussion for a commemorative wall in the cemetery.
- VE Day 75 arrangements/funding.
- 2020 2021 Budget preparations

13 Date of Next Meeting

- a) The next meeting will be Tuesday 29th October 2019 at 6.30pm at Emneth Central Hall.

Meeting closed at 8.00pm

Chairman's signature