



**Draft Minutes of an Ordinary Meeting of Emneth Parish Council, Monday 28<sup>th</sup> September 2020 at 6.30pm  
via Zoom**

**In attendance:** Councillor Groves (Chair), Councillor Fry, Councillor McCourt, Councillor Leakey, Councillor Howard, Councillor White, Borough Councillor Crofts, County Councillor Humphrey

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

**Parish Clerk:** Kate Bennett email: [emnethparishcouncil@hotmail.co.uk](mailto:emnethparishcouncil@hotmail.co.uk) Mobile: 07825 634 672

**Public:** 2

**MINUTES**

**1 Welcome**

The Chairman welcomed everyone to the meeting including the two members of the public.

**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 Forum<sup>1</sup>**

The meeting was temporarily suspended to hold the Public Forum.

- a) A resident of Bambers Lane was present to express an interest in the casual vacancy that the parish council is currently carrying. Mr. Finnis introduced himself to Members and after a brief discussion it was resolved to co-opt Mr. Finnis onto the parish council and Mr. Finnis remained for the duration of the meeting.
- b) Another member of the public was present to *listen only* with particular interest in discussions surrounding his Planning application 20/01172/F proposed extension and alterations at Hawstead Bungalow, 62 Elmside, Emneth. He remained for the duration of the meeting.

**5 Minutes**

It was resolved to accept the Minutes of the last meeting<sup>2</sup> 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.

Payments - September 2020					
Payee	Goods/ Services	VAT	TOTAL	dd/chq	Supplier/Service
Monthly salaries	1417.20	0.00	1417.20	dd	Clerk, Litter Picker, Playing Field Caretaker
British Telecom	27.70	5.54	33.24	dd	August phone services
Kate Bennett Expenses	61.30	1.30	62.60	EP	Mileage, mobile, internet, stationery, postage etc.
Jean Eady	0.00	0.00	0.00	EP	51 hours
Nicola Lane	0.00	0.00	0.00	EP	44 hours
HM Revenue and Customs	119.60	0.00	119.60	EP	PAYE
Westcotec	87.66	17.53	105.19	EP	September street lighting maintenance charge
E.on	59.60	2.98	62.58	EP	August energy charges for street lights
Advanced Payroll Services	15.00	0.00	15.00	EP	Payroll services for July 2020
Emneth Central Hall	40.00	0.00	40.00	EP	Main hall hire on 24th August for monthly meeting
Emneth Playing Field Committee	750.00	0.00	750.00	EP	2nd quarterly grant payment
CGM Group	360.00	72.00	432.00	EP	To build up and return x3 graves
CGM Group	270.25	54.05	324.30	EP	Mowing services to the cemetery and churchyard 19/8/20
CGM Group	731.15	146.23	877.38	EP	Cutting the playing field and play area (6 of 7)
Terry Wiles	240.00	0.00	240.00	EP	Cut back pyracantha hedge at playing field, repair gate post and fence at towpath
Norfolk Parish Training & Support	44.00	0.00	44.00	EP	Practical budget training for experienced Clerks
Emneth Design	31.50	0.00	31.50	EP	Website update services
Veolia	105.68	21.14	126.82	EP	x8 lifts 4/8/20 - 25/8/20
	<b>4,360.64</b>	<b>320.77</b>	<b>4,681.41</b>		

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

<sup>2</sup> 24<sup>th</sup> August 2020

\*salaries reported together (data protection).

b. Income since the last meeting was noted at £820.00 (cemetery).

**8 Planning Applications;** to receive and consider *Planning Applications* since last meeting

- **Planning application 20/01324F and 20/01325/F** to remove or vary conditions for residential development of 44 dwellings at Land East of Playing Field, Hungate Road, Emneth. It was resolved to *approve* this application.
- **Planning application 20/01163/A** Advert application at WM Morrisons, The Peel Centre, Elm High Road, Emneth. It was resolved to *approve* this application.
- **Planning application 20/01322/F** change of use of workshop/store (partly retrospective) to residential annex at 89 Hollycroft Road, Emneth. It was resolved to *approve* this application.

The following is a list of planning applications that were considered during the month via email and comments have already been passed to the Borough Council;

- **Planning application 20/01235/F** proposed two storey side extension and single storey rear extension detached garage with home office above and change of use from agricultural land to residential at Mill Barn, 32 Mill Road, Emneth. It was resolved to *approve* this application.
- **Planning application 20/01248/F** removal of two existing buildings and erection of single storey garden centre retail unit, two poly tunnels and parking at Land South of 62 Outwell Road, Emneth. It was resolved to *approve* this application.
- **Planning application 20/01229/O for residential development of two dwellings at land at Hollycroft Road, Emneth.** It was resolved to *approve* this application with a condition that both properties should access and egress from Hollycroft Road.
- **Planning application 20/01172/F** proposed extension and alterations at Hawstead Bungalow, 62 Elmside, Emneth. It was resolved to *approve* this application.
- **Planning application 20/01302/F** two storey extension and alterations to enlarge shop at ground floor at Budget Store, 22 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 Authority<sup>3</sup> since last meeting;** no report.

d) **To discuss street lighting requirements at the proposed new development at 11-37 Elm High Road, Emneth;** a response had been received from Norfolk County Council to advise that a) they felt there was no need for street lighting at this development following consultation with Norfolk County Council's network safety department, b) they have also been in touch with the Borough Council of King's Lynn and West Norfolk and they have confirmed that they do not wish to provide street lighting either, c) their research shows that crime rates are not affected by the presence of street lighting. Members agreed that this was unacceptable and resolved to create a Working Party Group to discuss the issue further.

**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) Councillor McCourt agreed to obtain a further quote for works to the medium risk trees; a meeting is scheduled for 5<sup>th</sup> October.
- c) Full grave burials are being offered to *residents* of the parish *only* as of 1<sup>st</sup> January 2020<sup>4</sup>. It should be noted that the provision of cemetery services within a parish is a discretionary service.

**10 To discuss Playing Field issues**

- a) **To note any progress with the grinding out of the poplar tree stumps<sup>5</sup> at the playing field;** a meeting has been scheduled for 5<sup>th</sup> October.
- b) **To note a comment from a resident regarding the opening times of the playing field;** a comment had been made to a councillor from a resident last month that the playing field was not opening very

<sup>3</sup> Borough Council of King's Lynn and West Norfolk

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

<sup>5</sup> £2520 + VAT

early in the mornings; a further comment has been made this month. Councillor Groves agreed to make enquiries with the Playing Field Committee. It was agreed that *dawn to dusk* opening times were acceptable.

#### **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 Council<sup>6</sup>**; it was noted that the proposal to extend the formal footpath along Church Road in front of the church had been approved by Norfolk County Council and a quote for the project has been received at £2505.97; the parish council's share of this would therefore be £1252.98. This item to be discussed at the October meeting for a resolution.
- b) The proposal for a *crossing point* along Church Road, somewhere near to 52 and 54 Church Road has been *refused* by Norfolk County Council but the provision of a crossing further along Church Road closer to the church is being investigated; on going.
- c) Councillor Leakey has agreed to take over the running of the SAM2 camera for the parish. Permitted locations to be circulated and a request sent to Highways for the installation of a pole on the A1101 somewhere close to Elmfield Drive if permissible.
- d) A request had been received from a resident of Elmfield Drive to a) have the 'SLOW' markings repainted on the A1101 near Elmfield Drive, b) to install some type of crossing over to the bus stop from Elmfield Drive, c) to have this location included on the SAM2 camera approved list and d) to reduce the speed limit from 40mph to 30mph. The response from Highways was that a) the SLOW signs have already been included in the complete Elm High Road refresh from the A47 to Broad Drove junction to be completed this year, b) a crossing could be placed at this location but this would require a £5,000.00 feasibility study including a safety audit, all payable by the parish plus the works required which could vary up to approximately a further £5,000.00 including traffic management, c) Highways will be approached regarding approval to site the SAM2 camera on the A1101 at this location and d) any speed limit reduction at this location would involve legal costs to the parish council of approximately £3,000.00 for Norfolk County Council's legal department to investigate and there is no guarantee that this would be agreed. If agreed, there would be further costs payable, and an average delay time of approximately 18 months. After discussion it was resolved to *not* proceed with a request for a speed limit reduction or crossing at this location at this time. Both projects would equate to roughly more than one third of the parish's annual precept and this would not be commensurate with the available annual expenditure for the parish as a whole.

#### **12 To discuss Agricultural Allotment issues**

- a) A tenant of Lady's Drove allotment land has written to express an interest in renting an adjoining allotment to his current *two* allotments at Ladys drove should it become available for rent. Clerk has the details.
- b) It was resolved for the Clerk to write to all the tenants at Grays Lane allotments reminding them of their responsibility to keep their tenanted land clean and tidy.

#### **13 To discuss Village Hall issues**

- a) It was noted that there have been several cases of anti social behaviour reported at the rear of the village hall recently. The light at the back of the hall has now been turned *off* in a bid to try and deter this.
- b) It was noted that Councillor Harper has resigned as the parish councillor representative on the Village Hall Committee. It was resolved to appoint Councillor Purchase as the new representative.

#### **14 To receive a report from the Borough Council**

- There is a new memorial garden for children at Mintlyn crematorium.
- Car park income for King's Lynn is *less* than this time last year but Hunstanton has *increased*.
- It was noted that 78% of appeals have been *dismissed* by the Secretary of State and just 22% were *successful* (good statistics for the Borough Council).

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<sup>6</sup> Bids need to be submitted by 4<sup>th</sup> December 2020

- Changes to the planning system are expected on 30<sup>th</sup> September in a report from Central Government.

**15 To receive a report from the County Council**

- Libraries and museums are now starting to open again.
- The 2021/22 budget proposals for the County are currently being prepared.
- Council tax is expected to be at 1.99% and adult social services at 2%.
- Videos on Youtube are now available from Norfolk Museum Services e.g. the *History of Norwich Castle*.

**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.

**17 Agenda Items for the next meeting**

- 2021/22 Budget proposals from Finance Meeting of 20<sup>th</sup> October
- To discuss a further quote for works to the *medium risk* trees at the cemetery
- To note progress with the grinding out of the poplar trees at the playing field (£2520.00 + VAT)
- To make a resolution regarding extending the formal footway in front of the Church; Parish Partnership Scheme 2021/22 - £1252.98 total cost to parish
- To note any progress regarding a potential crossing point along Church Road; Parish Partnership Scheme 2021/22
- Clearance of scrap vehicles from Grays Lane allotment land
- Street lighting for 11-37 Elm High Road, Emneth

**18 Date of Next Meeting**

The next meeting will be Tuesday 27<sup>th</sup> October 2020 at 6.30pm via Zoom.

Meeting closed at 7.40pm

Chairman's signature .....