

Meeting Minutes of Emneth Parish Council

Tuesday 25th June 2024 at 6.30pm held in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Pearson, Councillor Howard, Councillor Curtis, Councillor Finnis, Councillor Burgess-Lee, Councillor Groves (Chair), Councillor Fry, Councillor McCourt, Councillor Tingley, Councillor Kok and Councillor Wiles. Also present: Kate Bennett (Parish Clerk), Borough Councillor Chris Crofts, County Councillor Dawson and one member of the public

Apologies: Councillor Purchase, Harry Humphrey (Borough Council)

Minutes

1 Welcome

The Chairman opened the meeting and welcomed everyone.

2 To receive apologies for absence

Apologies had been received as listed above and the reasons for such approved.

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

- a) Councillor Howard declared an interest in Item 13a) Purchasing further burial land for the Parish.
- b) No dispensations had been requested prior to the meeting.

4 Open Forum for Public Participation (fifteen minutes only)

- a) Councillor Fry thanked Councillor McCourt for arranging the D-Day 80 commemorations earlier on in the month and for Members for their support in attending.
- b) Alex Lane, Chairman of the Playing Field Committee confirmed that he will be applying to the Borough Council's Cil fund in July for repairs to the car park and will also be addressing the repairs flagged up following the recent annual health check in the play area.

5 To approve the Minutes of the meeting held on 28th May 2024

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

6 Clerk to provide an update on any matters not included on this month's agenda

- a) It was noted that all the paperwork relating to the 2023/24 end of year accounts has now been submitted to the external auditor, PKF Littlejohn.
- b) The Norfolk Association of Local Councils is progressing with the new *gov.uk* domain name, new website and new email addresses for all councillors.
- c) Hogweed growing from the rear of a garden adjacent to the towpath is being treated by the resident.
- d) The overgrown vegetation at the junction of Church Road with the A1101 has been reported to Norfolk County Council.
- e) The grant funded cycle rack for the playing field has been ordered (expected delivery mid-August).
- f) Repairs to the church wall are still awaited.

7 Finance

- a) It was resolved with all in favour to approve the June 2024 Payments List as presented.
- b) It was resolved with all in favour to approve expenditure of £63.98 to Councillor McCourt for catering costs incurred in organising the D-Day 80 Event on 6th June 2024.
- c) Income received since last meeting:
 - £560.00 (cemetery)
- d) It was resolved to approve the Quarter 1 Progress Against Budget figures as presented at the meeting.
- e) Councillor Finnis signed the paperwork from Unity Trust Bank to add him as a signatory on the bank account.
- f) Councillor Kok considered the bank statements for internal audit purposes.

8 To receive a report from Norfolk County Council

- a) A further £6m is being shaved off the highways budget next year.

9 To receive a report from the Borough Council

- a) A new Chief Executive, Kate Blackmore, has been appointed.

10 Planning

- a) To consider any outstanding planning applications since last meeting:
Planning application 24/00141/FM conversion of hotel and associated ballroom to x20 flats at Elme Hall Hotel, 69 Elm High Road, Emneth: it was resolved to object to this application as it would appear it is for a *house of multiple occupancy* (HMO) rather than individual residential units/flats as all of the kitchen and dining facilities are shared. It was also noted that the total number of units is unclear as the Planning Statement on the Borough Council portal states that the proposal is for 24 residential units but the application states 20.
Planning application 24/01064/F Variation of Condition 16 attached to 14/01714/OM, 117 dwellings at Land East of 11 to 37 Elm High Road, Emneth; it was resolved to make a comment of 'no observations' to this amendment relating to highways improvement works and to refer it to Norfolk County Council Highways for their expertise on the matter.
- b) To note any planning decisions made by the Local Planning Authority or to report any appeals made to the Secretary of State:
 - Planning application 24/00726/F The Old Vicarage, 76 Church Road, Emneth: application permitted for the removal and replacement of existing brick conservatory with the addition of a porch and rear extension.
 - Planning application 24/00630/F Essex House, 14A Elm High Road, Emneth: application permitted for a part two storey and part single storey extension to the side and rear of the dwelling.
- c) The September 2024 Planning Update Sessions for Parish Councillors, being hosted by the Borough Council in King's Lynn, were noted. Councillor Howard to attend.

Not all decisions on planning applications for the Parish are resolved upon at a monthly meeting; some are considered during the course of the month and resolved upon online. Details of all planning applications considered by Emneth Parish Council can be viewed on the Borough Council's planning portal by visiting <https://online.west-norfolk.gov.uk/online-applications/> and referencing the relevant *planning application number* or a *key word* into the *Search* bar.

11 Parish Matters

- a) We currently have only one battery for the SAM2 camera; which, at the time of meeting, was charging and would be back in place in due course so the camera will be operational again.
- b) It was resolved to apply for funding for the proposed new four bay cantilever bus shelter for Hollycroft Road at a cost of £5,900.00 + Vat.
- c) Maintenance requirements to the bus shelter on Gaultree Square to be a topic for discussion next month.
- d) A Facebook page for the Parish Council is now live.
- e) A new lamp column and lamp have been installed at Hollycroft Close; at the time of meeting the transfer by UK Power Networks from the old lamp to the new was pending. Once the transfer of power is complete (expected w/c 28th June 2024), the old column will be removed.

12 To discuss Playing Field issues

- a) Updates required to the 1989 Lease between the Parish Council and the Playing Field Committee to be deferred to July's meeting for consideration.
- b) It was resolved to approve the installation of a plaque in the pavilion in memory of the late Pam Melton.

13 Cemetery Issues

- a) It was resolved to defer further discussions surrounding more burial land for the Parish to July's meeting.
- b) Thanks to be recorded to Councillor Curtis for offering to provide bird boxes for the cemetery.

14 Allotment Land issues

- a) Councillor Burgess-Lee is making steady progress with contacting all allotment land tenants to discuss recommended rent increases for next year.
- b) Councillor Finnis agreed to try and find out how many scrap cars were still present on Parish Council-owned land at Grays Lane.

15 To discuss Central Hall issues; no report.

16 To discuss Norfolk County Council issues including highways

- a) A discussion took place over various parts of the village that are overgrown and require attention. Thanks to be recorded to Councillors Tingley, Finnis and McCourt who offered to help out. County Councillor Dawson reminded everyone that, where visibility splays are an issue, he too can assist with expenditure support of up to £100.00 only.
- b) Residents are reminded to report pot holes directly via the Norfolk County Council website / link here refers; [Potholes - Norfolk County Council](#)

17 To note any communications from the Police since last meeting

- a) The Community Engagement Officer for Emneth is Paula Gilluley paula.gilluley@norfolk.police.uk
- b) Residents are encouraged to report anti-social behaviour issues to the Police by dialling 101.

18 If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items being discussed; no report.

19 Items for the next meeting agenda

- Councillor Tingley apologies noted
- To consider Playing Field Committee comments on updating the lease
- To provide an update on discussions with tenants regarding suggested allotment land rent increases from the recent red book valuation carried out by Maxey Grounds
- To consider scrap cars on allotment land at Grays Lane
- To discuss maintenance requirements to the bus shelter on Gaultree Square
- To note insurance payments for the Playing Field Committee cease July 2024
- To consider purchasing more burial land for the Parish

20 Date of Next Meeting

The next meeting will be on Tuesday 30th July 2024 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.20pm

Chairman's signature