

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 27th August 2024 at 6.30pm in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Pearson, Councillor Howard, Councillor Fry (Chair), Councillor Kok, Councillor Finnis, Councillor McCourt, Councillor Purchase and Councillor Wiles. Also present: Kate Bennett (Parish Clerk), Borough Councillor Crofts and County Councillor Dawson and two members of the public

Apologies: Councillor Burgess-Lee, Councillor Curtis, Councillor Tingley, Councillor Groves and Harry Humphrey (Borough Council)

Minutes (draft)

1 Welcome

In the absence of Councillor Groves, Councillor Fry was Chairman for the meeting and it was resolved to appoint Councillor McCourt as Vice Chair for this meeting only. Councillor Fry 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:

no report.

4 Open Forum for Public Participation (fifteen minutes only)

- a) One resident present was enquiring about the condition of the bus stop at Gaultree Square and would like to see improvements made to it (see item 11b) of these Minutes). He was also interested in the recent consultation at the Borough Council regarding the *modifications to the Local Plan*. It was noted that Councillor Howard is due to attend a Planning Update Session in September and will report back.
- b) The Chairman of the Playing Field Committee was present to record his thanks to Councillor Crofts and Councillor Humphrey for their financial donations to assist with repairs to the ceiling at the pavilion which has now been repaired.

A discussion ensued regarding updates required to the 1989 Lease between the Parish Council and the Playing Field Committee; Clerk to action with the Council's solicitor.

5 To approve the Minutes of the meeting held on 30th July 2024

It was resolved with all in favour to approve the Minutes of last month's meeting and these were signed 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) Norfolk Association of Local Councils has now provided new email addresses for all councillors.
- b) Enquiries into funding for a bus shelter at Hollycroft Road are still on going.

7 Finance

- a) It was resolved with all in favour to approve the August 2024 Payments List as presented.
Councillors Purchase and Fry to authorize on the Unity Trust website after the meeting.
- b) Income received since last meeting:
 - £520.00 (cemetery)
- c) Councillor Finnis considered the bank statements for internal audit purposes.

8 To receive a report from Norfolk County Council

- a) The budget is being considered with a focus on how to meet the shortfall for Adult & Children's Services; this is a demand-led service with cuts being made from the Highways budget to meet the statutory need for Adult & Children's Services.

9 To receive a report from the Borough Council

- a) Few meetings take place in August.

- b) Two local enforcement issues include i) an unlicensed taxi operation and ii) an unlicensed dog breeding operation; both parties will appear in court in September 2024.
- c) Forty-eight applications had been received to the Community Infrastructure Levy fund totalling £1.9m with only £1.4m available.

10 Planning

- a) To consider any outstanding planning applications since last meeting: no report.
- b) To note any planning decisions made by the Local Planning Authority or to report any appeals made to the Secretary of State:
 - i) Planning application 24/00273/F Curtis Butchers, 18 Gaultree Square, Emneth for change of use from a vacant shop to mix use takeaway and restaurant; application refused.
- c) Enforcement have confirmed that they are investigating the siting of 4-5 static caravans on land at Edge Bank.
- d) Dates for Parish Planning Update Sessions in September were noted; Councillor Howard attending and reporting back to Council.

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) The new website is now operational: www.emnethparishcouncil.gov.uk
- b) It was resolved to obtain a quote to replace the perspex to the bus shelter on Gaultree Square.
- c) Correspondence from the *Friends of Emneth & Elm Towpath* group was noted; Clerk to respond accordingly. It was agreed that maintenance to ensure access to the path should be a priority.

County Councillor Dawson left the meeting.

12 To discuss Playing Field issues

- a) It was resolved for the Clerk to discuss the required amendments to the 1989 Lease between the Parish Council and the Playing Field Committee with Bowers solicitors.

Borough Councillor Crofts left the meeting.

13 Cemetery Issues

- a) It was resolved to approve expenditure of £100.00 to cut the top of the perimeter hedge at the old churchyard.
- b) It was resolved to obtain a quote to remove a large elder adjacent to the church wall.
- c) It was resolved to approve expenditure for Councillor Finnis to obtain a permit to spray.
- d) It was resolved for the Clerk to investigate the trees overgrowing the boundary of the churchyard with neighbouring land / stable area.

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; further report next month.

- b) Councillor Finnis agreed to try and find out how many unroadworthy vehicles are still present on Parish Council-owned land at Grays Lane as the deadline for them all to be removed is 1st September 2024.

15 To discuss Central Hall issues; no report.

16 To discuss Norfolk County Council issues including highways

- a) It was noted that bids are now being invited to the 2025/26 Parish Partnership Scheme.
b) It was resolved for the Clerk to notify Highways of the overgrown conifer hedging at Elmside (at the Gaultree Square end of Elmside, on the corner).
c) 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 or emailing sntdownhammarket@norfolk.police.uk

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

- To discuss improvements to and/or the installation of new bus shelters at Gaultree Square, Scarfield Lane and Hollycroft Road
- To provide a report on an updated Lease between the Parish Council and Emneth Playing Field Committee following discussions with the Solicitor
- 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 unroadworthy vehicles on allotment land at Grays Lane

20 Date of Next Meeting

The next meeting will be on Tuesday 24th September 2024 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.50pm

Chairman's signature