

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 24th September 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, Councillor Burgess-Lee and Councillor Tingley
Also present: Kate Bennett (Parish Clerk), Borough Councillor Crofts and County Councillor Dawson and two members of the public

Apologies: Councillor Groves and Harry Humphrey (Borough Council)

Minutes (draft)

1 Welcome

In the absence of Councillor Groves, Councillor Fry was Chairman for the meeting. 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:

Councillor Finnis declared a personal interest in Item 10 of this month's Agenda, Planning application 24/01644/F.

4 Open Forum for Public Participation (fifteen minutes only)

a) The Chairman of the Playing Field Committee was present to:

- Record his thanks to Councillor Burgess-Lee for repairing the roof to the pavilion.
- 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.
- To report that works to cut back the hedges at the play areas has now started.
- Funding of £100,000.00 has been approved by the Borough Council for repairs to the car park.

b) It was resolved with all in favour to instruct Bowers Solicitors to update the 1989 Lease between the Parish Council and Emneth Playing Field Committee with the names of the new trustees to the Emneth Playing Field Charity to include; Mark Purchase, Julian McCourt, Jon Burgess-Lee, Lloyd Groves, Dan Finnis and James Tingley as well as Alex Lane (Chairman). *For the purpose of the Minutes it can be noted that it is permitted for a Parish Council to be the sole managing trustee of a Charity (should the need ever arise) but this would need to be considered on a case by case basis, with the expert assistance of Community Action Norfolk, and would be dependent on the terms of each individual trust deed applicable to each Charity.*

5 To approve the Minutes of the meeting held on 27th August 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: no report, all items have been included on this month's Agenda.

7 Finance

a) It was resolved with all in favour to approve the September 2024 Payments List as presented. Councillors Purchase and Howard to authorize on the Unity Trust website after the meeting.

b) Income received since last meeting:

- £180.00 (£100.00 Norfolk County Council Members' Fund donation and £80.00 cemetery)

c) The Quarter Two Progress Against Budget figures were considered, noted and agreed as acceptable.

d) Councillor Finnis is still awaiting paperwork from Unity Trust Bank to be added as a signatory.

e) It was resolved to arrange a Finance Working Party meeting on Monday 21st October at 10.00am in the Committee Room at Central Hall to consider 2025/26 Budget figures.

f) Councillor Tingley considered the bank statements for internal audit purposes.

8 To receive a report from the Borough Council

- The new Chief Executive has now started and is settling in well. Borough Councillor Crofts has a meeting with her to show her around Emneth & Outwell.
- A list of all of the local clubs/organizations who had been successful with this round of Cil funding was noted.
- A local man has recently been charged £480.00 illegal fly tipping costs.
- Mintlyn Crematorium is to install a *screen* in the garden area to increase capacity.

9 To receive a report from Norfolk County Council

- The budget is still the main focus with £6m being pruned from the Highways budget to meet the demand for Adult & Childrens' Services.
- The County Deal for Norfolk has been withdrawn.

10 Planning

a) To consider any outstanding planning applications since last meeting:

- Planning application 24/01466/0 residential development (up to 8 dwellings) involving demolition of existing dwelling at Longridge, 37 Elm High Road, Emneth: it was resolved to object to this application based on over-development of the site and concerns over further vehicular movements in the locality of Elm High Road.
- Planning application 24/01660/F continued use of temporary construction access road to serve approved development 23/01950/F at Hunters Rowe, Elm High Road, Emneth: It was resolved to support this application.
- Planning application 24/01551/F alterations to part of dwelling to form assisted living accommodation on the ground floor only at 1 Harpers Court, Emneth: it was resolved to support this application.
- Planning application 24/01644/F variation of condition 2 attached to 23/02041/F proposed detached garden room and garden store at Lane Cottage, 44 Church Road, Emneth: it was resolved to support this application.
- Planning application 24/00141/FM conversion of hotel and associated ballroom to 19 flats at Elme Hall Hotel, 69 Elm High Road, Emneth (amendments): it was resolved to support this application.
- Planning application 24/01641/F, Retrospective application for garage/cartlodge & workshop at Palmar 32 Hungate Road Emneth Wisbech Norfolk PE14 8DE; it was resolved to support this application.
- Planning application 24/01708/F, partial replacement of existing metal perimeter and on-site fencing and gates at four locations across the site with new metal V-mesh fencing and gates. at Emneth Academy 1 Hollycroft Road Emneth Wisbech Norfolk PE14 8AY; it was resolved to support this application.

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*.

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 24/00909/F 30 Hungate Road, Emneth, conversion of garage to annexe and erection of conservatory: application permitted.
- ii) Planning application 24/01252/F Kirklea, 56 Church Road, Emneth, variation of conditions attached to Planning Permission 23/00576/F proposed dwelling: application permitted.

- c) Councillor Howard gave a brief report from the recent Parish Planning Update Session hosted by the Borough Council including information surrounding overgrown hedges, biodiversity, street naming and numbering, the Local Plan and the proposed incinerator for Wisbech.
- d) Councillor Howard proposed nominating the Old Methodist Chapel, Elm High Road for the 2025 Mayor's Design Awards; Councillor Howard to progress with the developer.

A member of the public left the meeting.

11 Parish Matters

- a) It was resolved to approve expenditure of £425.02 + Vat to replace the perspex in the bus shelter on Gaultree Square; Councillor McCourt to progress.
- b) It was resolved with all favour to approve expenditure of £4,400.00 + Vat for the provision of a bus shelter at Hollycroft Road (close to the junction of Fendyke Road). Thanks to be recorded to Councillor Dawson for his donation of £1,500.00 toward this project also.
- c) Discussions surrounding making an official bus stop at Scarfield Lane took place; not just for the school children but the general populous. It has been an unofficial stop for a long time but in order to provide the required hard- standing and a drop kerb etc. it will need to become an official stop.
- d) It was resolved to hold a short service again this year at the war memorial on Remembrance Sunday; 10th November 2024.
- e) It was resolved to accept the kind offer of free defib training in the Parish via a contact from County Councillor Dawson. Clerk to progress with Councillor Dawson.
- f) It was resolved to defer purchasing a new noticeboard until the next financial year.

12 To discuss Playing Field issues

- a) It was noted that the *Nature Group* has not yet invoiced the Parish Council for grass cutting services at the play area / football pitches this financial year to date.
- b) It was resolved to contact UK Power Networks regarding the damaged lamp column in the middle of the car park.
- c) Following advice from Bowers Solicitors it was resolved to amend the 1989 Lease between the Parish Council and Emneth Playing Field Committee. There is currently just one trustee, the Chairman, Mr. Alex Lane. See also Item 4b) of these Minutes.

13 Cemetery Issues

- a) It was resolved to approve expenditure of £250.00 to complete the cut to the hedges in the old churchyard (opposite the Church) and to remove a large elder from the churchyard.

14 Allotment Land issues

- a) All tenants have now been notified of the intention to increase rents as of 11th October 2025 (*Section 10 Notices have been issued*). Confirmation of the proposed new *annual price per acre* will be included with this year's annual invoices which will be issued in the next couple of weeks.
- b) Correspondence had been received and was noted from the tenant of Grays Lane; most of the unroadworthy vehicles have now been removed; it is believed that just one vehicle is left. Council to record their thanks to the tenant for arranging for the removal of all of the vehicles and to request his continued efforts in ensuring that *all* of the unroadworthy vehicles are removed; preferably within the next six months. His letter also included concerns over the condition of the highway at Grays Lane; it was agreed that the Parish Council should follow up with Norfolk County Council regarding this and encourage highway improvements where necessary.

15 To discuss Central Hall issues

- The Committee has been successful in obtaining funding to resurface their car park.
- A band has been booked for 5th October 2024 and a quiz night planned for 23rd November 2024.

16 To discuss Norfolk County Council issues including highways

- a) A hedge overgrowing the footpath along Hollycroft Road was reported.
- b) Residents are reminded to report pot holes directly on the Norfolk County Council website by following the links to *Roads and Transport*, then *Roads*, then *Report a highways problem*.

17 To note any communications from the Police since last meeting

- a) Correspondence had been received from the Police relating to an incident in the Parish that is currently under investigation. The Parish Council had been invited to contribute any information they were aware of relating to this; the Clerk has duly responded.
- b) The Community Engagement Officer for Emneth is Paula Gilluley paula.gilluley@norfolk.police.uk
- c) Residents are encouraged to report anti-social behaviour issues to the Police by dialling 101 or emailing sntdownhammarket@norfolk.police.uk

18 To note general correspondence received since last meeting

- a) Email correspondence noted from a concerned resident relating to recent Facebook posts on the *Friends of Emneth & Elm Towpath* page regarding how to dispose of dog waste along the towpath.
- b) The Clerk had been contacted by a resident of the Parish concerning noise nuisance; the resident concerned was directed to the Borough Council and was asked to keep the Parish Council apprised of any developments.

19 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.

20 Items for the next meeting agenda

- To provide an update on 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
- To provide an update on allotment land rent increases
- To consider the condition of Grays Lane
- To consider initial 2025/26 Budget figures

21 Date of Next Meeting

The next meeting will be on Tuesday 29th October 2024 at 6.30pm at Emneth Central Hall.

Meeting closed at 8.15pm

Chairman's signature