

Minutes of an Emneth Parish Council Meeting held on Tuesday 25th February 2025 at 6.30pm in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Pearson, Councillor Howard, Councillor Purchase, Councillor Curtis, Councillor Wiles, Councillor Burgess-Lee, Councillor Tingley, Councillor Finnis, Councillor McCourt, Councillor Kok. Also present: Kate Bennett (Parish Clerk), County Councillor Dawson, Borough Councillor Crofts and three members of the public

Apologies: Councillor Fry, Councillor Groves, Harry Humphrey

Minutes

- 1** In the absence of the Chairman and the Vice Chairman, it was resolved to appoint Councillor Curtis as Chairman for this meeting.
- 2** It was resolved to appoint Councillor McCourt as Vice Chairman for the meeting.
- 3 Welcome**
The Chairman opened the meeting and welcomed everyone.
- 4 To receive apologies for absence**
Apologies had been received as listed above and the reasons for such approved.
- 5 Members' Declarations of Interests in items on the agenda and any dispensations required considered**
Councillor Howard arrived late to this meeting but, for the purpose of the Minutes, she was advised before the agenda item was discussed to not participate in discussions; Item 15a) refers, to consider a quote for tree work in the churchyard.
- 6 Open Forum for Public Participation (fifteen minutes only)**
Just one member of the public wished to take part in the Public Forum. The Chairman of the Playing Field Committee reported that:
 - A dislodged slate on the pavilion roof was again causing water damage to the inside of the building.
 - There had been welcomed regular police presence in the proximity of the Playing Field over the course of this month.
 - A resident has kindly offered to repair the inside of the tower following recent vandalism. It was agreed that the Parish Council would provide some paint after the repairs are complete. Councillor Howard suggested that anti-graffiti paint is sourced.
- 7 To approve the Minutes of the meeting held on 28th January 2025**
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.
- 8 Clerk to provide an update on any matters not included on this month's agenda**
 - a) An issue surrounding parking on Parish Council-owned land at Elmside has been resolved.
 - b) Councillor Burgess-Lee is investigating local appetite for possible garden allotments in the Parish.
 - c) Clerk to chase Unity Trust Bank surrounding adding Councillor Finnis as a signatory.
 - d) A tree report for the towpath will be carried out soon.
 - e) The solar unit in the bus shelter on the A1101 outside Morrisons is still not working. Clerk has requested either a replacement or a refund – on going.
 - f) Works to the church wall have started. Thanks to be recorded to the resident for providing their labour free of charge to carry out this work.
- 9 Finance**
 - a) It was resolved with all in favour to approve the February 2025 Payments List as presented. Councillors Howard and Purchase to authorize on the Unity Trust website after the meeting.
 - b) Income received since last meeting: £1,122.70
 - £855.00 cemetery
 - £267.70 refund from the Borough Council of King's Lynn & West Norfolk
 - c) It was noted that the annual Parish precept, received annually from the Borough Council, will now be paid in two annual instalments; one in April of each year and another in September.

- d) Councillor Curtis agreed to arrange for the noticeboard situated in the car park at Central Hall to be refurbished. The locks need replacing and it requires revarnishing.
- e) The bank account balances were noted and Councillors Pearson and Wiles considered the bank statements for internal audit purposes.

10 To receive a report from Norfolk County Council

- The potholes along Hollycroft Road are being addressed before 18th March 2025 and the road is programmed to be surface dressed during Summer 2025.
- Church Road has been included in some programmed works.
- Hungate Road will also have some work carried out to it in 2026.
- The Devolution consultation for Norfolk & Suffolk is open and available for viewing on the Norfolk County Council website until 13th April 2025.

11 To receive a report from the Borough Council

- A briefing session on Norfolk & Suffolk Devolution is being hosted on Monday 17th March 2025, 6pm-7.30pm at The Assembly Rooms, Town Hall, King's Lynn; all parish councillors are invited to attend.
- The Local Plan was approved on 20th February 2025 and now needs to go to Cabinet and then the Main Council for approval on 27th March 2025.
- The Planning Reform working paper is available on the Borough's website. The intention of this is to speed up the whole of the planning process which is currently quite onerous.

12 Planning

- a) To consider any planning applications since last meeting:
 - Planning application 25/00204/F single storey extension to rear of dwelling at 39 Ladys Drove, Emneth: it was resolved to approve this application.
- b) To note any planning decisions and/or appeal notifications since last meeting:
 - Planning application 24/02199/F Towler Coaches Ltd, 24 Church Road, Emneth – permitted.
 - Planning application 24/01551/F 1 Harpers Court, Emneth – permitted.
 - Planning application 24/02154/F Curtis Butchers, 18 Gaultree Square, Emneth – withdrawn.

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*.

One member of the public left the meeting.

- c) The 2025 Mayor's Design Awards was noted.

13 Parish Matters

- a) Councillor Tingley to confirm the size of the concrete pad at the bus shelter at Gaultree Square and to progress with a quote for a new, bigger shelter at this location. It was resolved to apply to the Parish Partnership Scheme (Norfolk County Council) and the Community Infrastructure Levy fund (Borough Council) for the funding for this new shelter once a quote has been received and agreed upon.
- b) Councillor Tingley to confirm the size of the concrete base required for a bench to be installed adjacent to the bus shelter on Gaultree Square. It was resolved to purchase the Lowther bench from Glasdon at a cost of £631.77 + Vat and to apply to the Borough Council's Community Infrastructure Levy fund for this in July/August 2025.
- c) It was resolved to approve expenditure of £24.00 + Vat to purchase a commemorative VE Day flag for 8th May 2025 to mark the 80th anniversary of the end of World War II.
- d) A discussion took place regarding improved signage relating to dog fouling at the towpath. Councillors were not keen on the example of a proposed sign provided at the meeting which was

quite large, plastic and brightly coloured. The Clerk would like to revisit this item at next month's meeting with alternative proposals. Perhaps, initially, something could be put in each of the noticeboards at either end of the towpath.

14 To discuss Playing Field issues

- a) It was resolved to approve the 8% increase in grass cutting costs by Nurture Landscapes for 2025 services at the play area and football pitches.
- b) Clerk to chase Nurture Landscapes for their 2024 grass cutting invoices still not received totalling £5,501.93 + Vat.
- c) Thanks to be recorded to Councillor Burgess-Lee for replacing the tile on the roof of the pavilion to prevent any further water damage inside the pavilion.
- d) Councillor McCourt reported that 6-8 horse chestnut trees have self-seeded where the poplar trees used to be before they were removed a few years ago.

15 Cemetery Issues

- a) It was resolved to approve expenditure of £700.00 for tree work required in the churchyard.
- b) It was noted that a fence has been erected on one of the boundaries in the churchyard by the new owners of the neighbouring property.
- c) Councillor McCourt and Councillor Curtis to install some bird and hedgehog boxes at their convenience. Thanks to be recorded to Councillor Curtis for making these.

16 Agricultural Holdings Issues

- a) It was resolved to arrange for repairs to the track on Parish Council-owned land at Grays Lane. The plainings from the car park at the playing field could possibly be used when repair works are carried out here. The plainings from the Hall car park were not able to be used due to time constraints in December. Councillor Purchase advised of some hoggin that could be made available to us free of charge if transport can be arranged; Councillor Burgess-Lee to progress.
- b) One of the tenants at Grays Lane has given notice for two acres of land. The Clerk and Councillor Burgess-Lee have met with the tenant to determine the boundary lines for A20 (1 acre) and A23 (1 acre). A further meeting has been arranged for 7th March 2025 to mark out the boundaries.

17 To discuss Central Hall issues

- a) The Chairman of Central Hall Committee reported that their recent application to the Borough Council for funding via the Cil fund to replace the hall's flooring had been unsuccessful due to a lack of 'points' scored. A conversation ensued with Borough Councillor Crofts regarding how points can be gained and it was agreed, in principle, that the Parish Council would make a small donation to increase their point score should they decide to apply for funding again in July/August of this year; a sum of £200.00 was mentioned but nothing formally agreed.

18 To discuss Norfolk County Council issues including highways

- a) It was noted that the conifer hedging at Elmside is still in need of cutting back. For the purpose of the Minutes, since meeting, Councillor Wiles has agreed to contact the owner to progress.
- b) One of the two wooden posts installed last year at the newly created layby at Ladys Drove still needs removing to allow for road users to pull over safely for oncoming traffic; Councillor Dawson is progressing with the removal of this post.
- c) 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*.

19 To note any communications from the Police since last meeting

- a) The Community Engagement Officer for Emneth is P 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

20 To note general correspondence received since last meeting: no report.

The two members of public remaining, left the meeting.

21 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

- a) Further discussion took place regarding the suggested increase in price per acre per annum from October 2025 for Parish Council-owned land at Hungate Road. It was resolved for the Clerk to revert back to Maxey Grounds for further clarification on the suggested new price as outlined in their Red Book Valuation of 2024.

22 Items for the next meeting agenda

- To consider a quote for a new bus shelter at Gaultree Square
- To receive information on the size & price for a concrete pad required for a new bench at Gaultree Square
- To discuss the demarcation of the two acres of agricultural land at Grays Lane – A20 & A23
- To discuss repairs to the track at Grays Lane agricultural holdings
- To discuss agricultural holdings rent for land at Hungate Road from October 2025

23 Date of Next Meeting

The next meeting will be on Tuesday 28th March 2025 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.50pm

Chairman's signature