

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 24th June 2025 at 6.30pm in the Committee Room at Emneth Central Hall

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

Apologies: Councillor Kok, Councillor Groves

Minutes (draft)

1 Welcome

The Chairman opened the meeting and welcomed everyone.

2 To receive apologies for absence

Apologies for absence were noted as above and approved.

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

No declarations of interests were declared and no dispensations were required for this meeting.

4 Open Forum for Public Participation (fifteen minutes only)

The Chairman of the Playing Field Committee reported:

- Resurfacing works to the car park are now complete and were carried out within budget.
- The results from the annual ROSPA report need addressing; costs expected to be in the region of £2,000.00 to have the required work carried out.
- The Playing Field Caretaker is improving after breaking her leg and hopes to be back at work very soon.

Other members of the public were present to observe only and did not wish to contribute to the Public Forum.

5 To approve the Minutes of the meeting held on 27th May 2025

- a) 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) The new bus shelter for Gaultree Square has been ordered.
- b) Still awaiting confirmation from the contractor regarding installation of the concrete pad for a new bench, adjacent to the bus shelter on Gaultree Square.
- c) Giant hogweed is prevalent once more along the towpath; a quote is being sought to have this sprayed.

7 Finance

- a) It was resolved with all in favour to approve the June 2025 Payments List as presented.
Councillors Purchase and Howard to authorize on the Unity Trust website after the meeting.
- b) Income received since last meeting to be recorded at:
 - £1,480.00 – cemetery fees
- c) It was resolved to approve expenditure of up to £1,500.00 for a new noticeboard.
- d) It was resolved to approve expenditure of £700.00 + Vat for the removal of the spoil heap in the cemetery.
- e) It was resolved to approve expenditure of £425.00 + Vat to remove two large branches from a tree overhanging the cremation plots in the cemetery.
- f) Councillors Burgess-Lee and Curtis considered the bank statements for internal audit purposes.

8 To receive a report from Norfolk County Council

- Two trees at the top of Church Road which are overhanging the highway will be dealt with by the new owners of the property.
- The new pull-in / layby at Ladys Drove will be extended soon.

- Resurfacing works to Hungate Road will be carried out in August.
- A proposed new bus stop between the School on Hollycroft Road and Hollycroft Close has been shelved for the time-being.
- It was noted that recent highways works to the A1101 approaching the Elme Hall roundabout from Emneth are entirely unsatisfactory.

9 To receive a report from the Borough Council

- The new Mayor of King's Lynn and West Norfolk is Councillor Andy Bullen.
- A resident has complained about the overgrown footpath between Meadowgate Lane and Church Road.

10 Planning

- a) To consider any planning applications since last meeting: no report.

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 and referencing the relevant *planning application number* or a *key word* into the *Search* bar.

- b) A Temporary Event Notice for the playing field for 19th-20th July was noted.
- c) A minor variation to Planning application 25/00692/F at Morrisons s/s, Elm High Road, Emneth was noted: this was to include the installation of an oven and a key cutting service.
- d) Correspondence was noted relating to minor amendments to the Borough Council's Licensing Policy which has to be reviewed every five years.
- e) To note any planning decisions and/or appeal notifications since last meeting:
- Planning application 25/00438/O proposed self build dwellings at Meadowgate Lane, Emneth: withdrawn.
 - Planning application 25/00576/O residential development for up to 3 dwellings, Bambers Lane, Emneth: permitted.

11 Parish Matters

- a) It was resolved to approve the update to Standing Order 5f) as follows:
'The Chairman of the Council, unless he has resigned or becomes disqualified, shall continue in office and preside at the annual meeting until his successor is elected at the next annual meeting of the Council. A Chairman may only hold office for a term of up to four years. He/she must then have a period of at least one year out of office before he/she can hold office again unless no other councillor is willing to stand'.
- b) The charger for the SAM2 camera (speed awareness message) is not working. Councillor Finnis agreed to investigate.
- c) A large amount of nitrus oxide cannisters had been left on Parish Council-owned land and private land at Elmside this month. Clerk to report to the Police.

12 To discuss Playing Field issues

- a) Members of the Playing Field Committee confirmed that they will be meeting over the next month or so.

Alex Lane left the meeting.

13 Cemetery Issues

- a) The Clerk and Councillor Tingley had met to carry out some measurements in order to try and locate more full grave burial space.
- b) The spoil heap is due to be removed this month.
- c) Two large branches from one of the trees overhanging the ashes plots will be removed this month.

14 Agricultural Holdings Issues

- a) Repairs to the track on Parish Council-owned land at Grays Lane are still planned. Councillor McCourt is awaiting a response from a contractor.
- b) Plots A20 and A23 at Grays Lane to be let to Mr. K Adams as of October 2025.

15 To discuss Central Hall issues

- a) Councillor Purchase (Chairman of the Emneth Central Hall Management Committee) provided a report on Hall-related matters including a faulty light at the rear of the Hall and a leak which is being investigated.

16 To discuss Norfolk County Council issues including highways

- a) Bids are being invited to the 2026/2027 Parish Partnership Scheme (closing date 1st December 2025). It was resolved to investigate costings for a formal footpath from Grays Lane to Scarfield Lane.
- 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*.

A member of public and Councillor Dawson left the meeting.

17 To note any communications from the Police since last meeting

- a) The next Safer Neighbourhood Action Panel Meeting is scheduled for 15th July 2025 at 7pm at Downham Market Town Hall.
- b) The Community Engagement Officer for Emneth is Maddison Cage.
- c) 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

- a) Councillor Burgess-Lee had spoken with a tenant of Hungate Road agricultural holdings regarding the rent increase as of October 2025 to £150.00 per acre per year and agreed that the Council would investigate the tenant's request to have a structural survey carried out to the access to the land.

19 Items for the next meeting agenda

- Bus stop / shelter for Scarfield Lane
- Suggestions for Parish Partnership Scheme 2026/27 applications
- Repairs to the track at Grays Lane

20 Date of Next Meeting

The next meeting will be on Tuesday 29th July 2025 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.40pm

Chairman's signature