

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 29th July 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), Councillor Groves and Councillor Kok. Also present: Kate Bennett (Parish Clerk), County Councillor Dawson and two members of the public

Apologies: Borough Councillor Crofts

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 as such approved.

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

Councillor Howard declared an interest in Item 13d) of these Minutes, More burial land in the Parish.

No dispensations were required for this meeting¹.

4 Open Forum for Public Participation (fifteen minutes only)

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

5 To approve the Minutes of the meeting held on 24th June 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.

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

- a) A resident of the Parish had offered to quote for a new noticeboard for the Parish Council; quote awaited.
- b) Tree work in the churchyard can now be completed as the building materials that were causing an obstruction have now been removed.
- c) It was noted that the small piece of land by the Church that the village sign sits on is not owned by Norfolk County Council Highways.
- d) Clerk to arrange a suitable meeting date with Councillor Finnis and Norfolk County Council Highways to progress the conversation of the feasibility of a footpath from Grays Lane to Scarfield Lane.

7 Finance

- a) It was resolved with all in favour to approve the July 2025 Payments List as presented. Councillors Purchase and Fry to authorize on the Unity Trust website after the meeting.
- b) Income received since last meeting to be recorded at:
 - £6,227.65 (£6,000 funding from Norfolk County Council for a new bus shelter and £227.65 quarterly interest).
- c) The Quarter 1 Progress Against Budget figures were considered and noted.
- d) Councillor Kok considered the bank statements for internal audit purposes.

8 To receive a report from Norfolk County Council

- The Norfolk Community Fund is now open for applications.
- There will be funding opportunities available in the Autumn from the Wisbech Energy from Waste Facility.
- Phase 3 of the pull-in layby at the bottom of Lady's Drove is imminent.
- Elections may be deferred again for another year; more will be known in September when further details surrounding the Local Government Review (devolution) will hopefully be available.

¹ It should be noted that before this meeting Councillor Howard discussed, at length, with the Clerk whether or not she might need a dispensation for this meeting to discuss *More burial land for the Parish* but as discussions were not expected to be related to the purchase of any land she owned it was felt that this was not necessary.

9 To receive a report from the Borough Council: no report.

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) To note any planning decisions and/or appeal notifications since last meeting:

- Planning application 25/00729/F part retrospective application for hairdressing salon at Lane Cottage, 44 Church Road, Emneth; permitted.
- Planning application 25/00692/F removal of existing car and jet wash and erection of a single storey extension at Morrisons s/s, 40 Elm High Road, Emneth; permitted.
- Planning application 25/00574/O proposed residential development of up to 4 dwellings at Land E of 3 to 6 Meadowgate Lane, Emneth; refused.
- Planning application 25/00461/F change of use from vacant butchers shop to tanning studio at 18 Gaultree Square, Emneth; permitted.

- c) Points of note from recent planning updates sessions hosted by the Borough Council:

- An interactive map of the Local Plan is now available to view on the Borough Council's website.
- Government funding to help with the production of Neighbourhood Plans has been withdrawn.
- Custom and self-build homes are being encouraged.

11 Parish Matters

- a) Giant hogweed at the Chapel Lane end of the towpath had been treated and sectioned off this month with signs erected to warn towpath users of weed killing. Towpath users are advised to stay away from this area and keep their dogs on leads. It was resolved to investigate a giant hogweed treatment programme for early next year.
- b) The new signs for the towpath regarding no dog fouling, littering etc. have now been erected.
- c) The SAM2 sign needs re-calibrating; Clerk to investigate.
- d) Norfolk County Council have designated a new bus stop for Scarfield Lane, expected to be in situ by end August 2025. Additional funding from Norfolk County Council is now available for bus shelters, closing date 31st October 2025. It was resolved to apply for further funding for a new shelter for this location once a suitable model has been identified.
- e) It was noted that the provisional installation date for the new bus shelter at Gaultree Square is 18-20 August 2025. It was agreed to store the old shelter in the old pavilion at the playing field.

12 To discuss Playing Field issues

- a) It was resolved to approve expenditure of £750.00 to cut back the perimeter hedge around the Bowling Green at £750.00 and to cut back the overgrowth obscuring the health and safety sign adjacent to the skate park at £75.00.
- b) The Chairman of the Playing Field Committee agreed to investigate potential fencing requirements/ tree stump removal at the boundary of the car park, on the left hand side as you enter it.
- c) A recent RoSPA² report highlighted the request to remove the wooden fort completely.

² The Royal Society for the Protection of Accidents

- d) The new car park has been completed just slightly under budget. The funding remaining will be spent on the RoSPA report findings.

Alex Lane left the meeting.

13 Cemetery Issues

- a) The spoil heap has now been removed. Councillor Curtis kindly agreed to put some grass seed down.
- b) The holly bush overgrowing the church wall and some branches from trees further down along the footpath towards the village have been cut back to allow for safe passage of pedestrians.
- c) Two low-hanging, precarious large branches from a tree overhanging the ashes plots have been trimmed back to allow cemetery users safer access to their plots.
- d) The need for more burial land in the Parish was discussed. A couple of parcels of Parish Council owned land within the Parish were considered. It was resolved to circulate the Ground Water Reports carried out in 2018 for the Hungate Road allotment land and land adjacent to the current cemetery at PE14 8AA and to discuss this again at August's meeting.

14 Agricultural Holdings Issues

- a) A request from a resident enquiring about purchasing some Parish Council-owned land at Lady's Drove was considered. It was resolved to advise the resident that the Parish Council is not currently considering selling any of their assets.
- b) It was noted that the Forestry Commission will be carrying out a survey of some *spruce* trees on land at Lady's Drove on 31st July 2025.
- c) One quote has been received for repairs to the track on Parish Council-owned land at Grays Lane. It was resolved to obtain a further two quotes for August's meeting.
- d) It was resolved to let plots A20 (1 acre) & A23 (1 acre) at Grays Lane Holdings to tenant Mr. Adams as of October 2025 at a slightly reduced rate per acre per annum for one year only due to the condition of the land.

15 To discuss Central Hall issues

- a) A temporary event notice for 2nd August 2025, 12pm-12am was noted.
- b) The water leak is due to be fixed this month as is the lighting in the car park.

16 To discuss Norfolk County Council issues including highways

- a) A report was made concerning a new access being created at Grays Lane. Councillor Groves to progress.
- 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) The Community Engagement Officer for Emneth is Maddison Cage.
- b) Residents are encouraged to report anti-social behaviour issues to the Police by dialling 101 or emailing sntdownhammarket@norfolk.police.uk

Two members of public left the meeting.

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) A new tenancy agreement from a tenant at Hungate Road is still awaited.

- b) A request from a tenant for a structural survey to be carried out to the access bridge at Hungate Road agricultural holdings may be considered once the new tenancy agreement is signed and returned.

19 Items for the next meeting agenda

- To choose a bus shelter design for Scarfield Lane (closing date for funding 31st October 2025)
- To consider a quote for a giant hogweed treatment programme for 2026
- To consider quotes for repairs to the track at Grays Lane Holdings
- Tenancy of land at Hungate Road Holdings
- More burial land in the Parish

20 Date of Next Meeting

The next meeting will be on Tuesday 26th August 2025 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.55pm

Chairman's signature