

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 28th October 2025 at 6.30pm in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Howard, Councillor Curtis, Councillor Wiles, Councillor Finnis, Councillor McCourt, Councillor Kok, Councillor Purchase and Councillor Fry (Chairman).

Also present: Kate Bennett (Parish Clerk) and three members of the public

Apologies: Councillor Tingley and Councillor Burgess-Lee

Minutes (draft)

1 Welcome

The Chairman opened the meeting and welcomed everyone and reported the recent resignation of Mr. Michael Pearson from the Parish Council. Thanks to be recorded to Councillor Pearson for his contribution to the Parish during his tenure as a local councillor.

2 To receive apologies for absence

Apologies for absence were noted as above and the reasons for such approved.

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

No declarations of interest were given for any item on this month's agenda and no dispensations had been requested prior to the meeting.

4 Open Forum for Public Participation (fifteen minutes only): no report.

5 To consider the co-option of a member of public onto the Parish Council

a) Two residents of Emneth were present expressing an interest in one of the casual vacancies available for co-option onto the Parish Council following the resignation of Lloyd Groves. The fourteen day statutory advertising period for this casual vacancy was complete and it was resolved to co-opt Mr. Tom Sennett onto the Parish Council. Mr. Sennett signed his Declaration of Acceptance of Office and Code of Conduct Form and joined the meeting. The second casual vacancy can be filled at the 25th November 2025 meeting. The Chairman thanked both parties for showing an interest and invited the unsuccessful candidate to attend the 25th November 2025 meeting when the second position will be available to fill.

6 To approve the Minutes of the meeting held on 30th September 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.

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

- a) The overgrown conifer hedging at Elmside has now been dealt with by the owner.
- b) A letter has been sent to a resident at Hollycroft Road regarding the fly tipping of grass cuttings.
- c) A giant hogweed warning sign for the Chapel Lane end of the towpath has now been erected.
- d) A new Parish noticeboard has been ordered.
- e) Thanks to be recorded to Councillor McCourt for fixing the damaged dog waste bin at Central Hall.
- f) Works to overhanging branches from shrubs and trees from the old churchyard into a resident's property have now been dealt with.

8 To discuss Playing Field Matters

- a) Thanks to be recorded to Cousins of Emneth who has removed all of the hedging along the left hand side perimeter of the car park and will be installing fencing soon.
- b) A new contract from Nurture Landscapes from March 2026 for cutting the football pitches and the play area was noted at a 105% increase on last year's prices. It was resolved to investigate further quotes for the November meeting.

9 Finance

- a) It was resolved with all in favour to approve the October 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 £2,196.40:
 - £1,522.41 Community Infrastructure Levy receipts from the Borough Council
 - £537.99 agricultural holdings annual rent from two tenants
 - £36.00 Nordelph Parish Council (50% share of training costs)

- £100.00 cemetery income
- c) The Quarter Two Progress Against Budget figures were discussed and approved.
- d) The proposed 2026/2027 Budget figures have been prepared and will be considered by Full Council at the 25th November 2025 meeting.
- e) Councillor Finnis considered the bank statements for internal audit purposes.

10 To receive a report from Norfolk County Council

- a) Elections planned for May 2026 are likely to be delayed.
- b) Discussions continue surrounding Local Government Reorganisation and Cabinet has voted in favour of proceeding with devolution.
- c) The 2026/27 Budget proposals are out for consultation.
- d) Councillor Dawson is arranging for another meeting locally to discuss potential grant funding available from the Energy from Waste Incinerator in Wisbech.

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

12 Planning

- a) To consider any planning applications since last meeting:
 - An application for a minor variation to the internal layout due to a Greggs being added was noted for Wisbech Service Station, 40 Elm High Road, Emneth.

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 25/01320F Parkfield, 127 The Wroe, Emneth; this application has been approved by the Local Planning Authority.

13 Parish Matters

- a) The Parish Council will be holding a brief service at the war memorial on Sunday 9th November 2025 at 10.45am; all welcome.
- b) It was resolved for the Clerk to make further investigations into the overgrowth of brambles and elder at Betsy Pad.
- c) Funding from Norfolk County Council of £6,199.20 has been confirmed for a new bus shelter at Scarfield Lane. The remaining 20% of the shelter to be funded equally between the Parish Council and County Councillor Dawson (£774.90 each). It was resolved to allocate the 10% of Parish funds from the October 2025 Community Infrastructure Levy receipts from the Borough Council (total received £1,522.41).

14 Cemetery Issues

- a) A topple test was carried out on all of the memorials in the cemetery on Monday 27th October 2025. Twelve memorials were identified as requiring some degree of attention to either stabilise the headstone or the base or both. The Clerk will endeavour to contact the owners of all of the memorials to request remedial works are carried out.
- b) The need for more burial land in the Parish was discussed again. Grays Lane (3.92 hectares) which is owned by the Parish Council and not in a flood zone had been flagged as a possible suitable site for burials. Cemetery Development Services of Bedford had provided some initial costings for a suggested *Tier 2 Environment Agency Ground Water Risk Assessment* at Grays Lane which was in the region of £6,000.00 + Vat however initial conversations with Norfolk County Council Highways has flagged this site as *'the highway being unlikely to be suitable for such a proposal being a single track, an unclassified road with no passing facilities and concerns with exit visibility back onto Church Road towards the west'*.

It was resolved to *consider acquiring land in the Parish for burials* and this is to be discussed at next month's meeting.

15 Agricultural Holdings Issues

- a) Works to carry out repairs to the track at Grays Lane agricultural holdings are now complete.

16 To discuss Central Hall issues

- a) A new floor to the main hall and kitchen areas have now been fitted as well as new radiators.
- b) A new roof with solar panels is the next project once funding can be confirmed.

17 To discuss Norfolk County Council issues including highways

- a) Issues with the height of the kerb outside the Post Office to be investigated by the Clerk.
- 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*.

18 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

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

20 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 signed tenancy agreement from a tenant at Hungate Road is still awaited.
- b) A new signed tenancy agreement from a tenant at Grays Lane is still awaited.
- c) The Clerk was asked to obtain a key for the padlock to the gate at Grays Lane.

21 Items for the next meeting agenda

- Tenancy of land at Hungate Road Holdings
- Tenancy of land at Grays Lane Holdings
- To consider 2026/27 budget figures
- To co-opt a new councillor
- To discuss acquiring land for future burials

22 Date of Next Meeting

The next meeting will be on Tuesday 25th November 2025 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.30pm

Chairman's signature