

Draft Minutes of an Emneth Parish Council Meeting held on Tuesday 27th January 2026 at 6.30pm in the Committee Room at Emneth Central Hall

Parish Councillors present: Councillor Curtis, Councillor Wiles, Councillor McCourt, Councillor Purchase, Councillor Sennett, Councillor Tingley, Councillor Finnis, Councillor Ingram, Councillor Howard and Councillor Fry (Chairman). Also present: Kate Bennett (Parish Clerk), Borough Councillor Crofts and one member of the public. **Apologies:** Councillor Kok, County Councillor Dawson and Harry Humphrey

Minutes (draft)

1 Welcome

1.1 The Chairman opened the meeting and welcomed everyone.

2 To receive apologies for absence

2.1 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

3.1 A dispensation was signed and approved for Councillor Howard to participate in discussions relating to Item 15 on the agenda, to discuss further burial land for the Parish.

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

5 To approve the Minutes from the Ordinary Meeting of 25th November 2025

5.1 It was resolved, with all in favour, to approve the Minutes of the last meeting and these were signed and initialled as a true record of the meeting by the Chairman.

6 To officially record the resignation of a councillor

6.1 It was noted that Councillor Burgess-Lee had resigned from the Parish Council in November 2025. Thanks to be recorded to Jon for his contribution to Parish matters during his tenure as a parish councillor. This position has now been officially advertised as vacant and the Council is able to co-opt a new member at its earliest convenience.

7 To consider the co-option of a member of public onto the Parish Council; no report.

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

8.1 A new Parish Council noticeboard has been delivered and will be installed in due course.

8.2 The tree survey for all agricultural holdings land will be carried out as soon as the weather improves.

9 To discuss Playing Field Matters

9.1 The new fencing to the western boundary of the car park has now been installed by Cousins of Emneth and looks excellent.

9.2 The 2026 grass cutting contract from Glover Group Ltd. was considered and approved and it was resolved to sign and return it.

9.3 The verti draining to the football pitches has now been completed.

9.4 Circa £2,000.00 has been spent over the last six months on repairs to the leaking roof at the new pavilion. Recent donations of £500.00 from both Borough Councillor Crofts and Harry Humphrey were very gratefully received.

9.5 The Chairman of the Playing Field Committee offered to attend a meeting with the Parish Council and the *Water Management Alliance* (King's Lynn Drainage Board) as they wish to discuss future access arrangements for their annual watercourse maintenance to the drains at the perimeter of the football pitches / playing field area.

10 Finance

10.1 It was resolved with all in favour to approve the January 2026 Payments List as presented.

Councillors Purchase and Fry to authorize on the Unity Trust website after the meeting.

10.2 Income received since last meeting to be recorded as:

- £3,060.37 agricultural holdings annual rent
- £217.79 quarterly credit interest

10.3 The Quarter 3 progress against budget figures were noted and discussed and it was resolved to approve as presented.

10.4 It was resolved to approve expenditure of £510.00 + Vat for grounds maintenance works to the old canal towpath following the tree survey last year.

10.5 It was resolved to approve expenditure of £350.00 + Vat for grounds maintenance works to Betsy Pad.

10.6 Councillors Curtis and Ingram viewed the bank statements for internal audit purposes.

11 To receive a report from Norfolk County Council

11.1 County Councillor Dawson was not present at the meeting but for the purpose of the Minutes it can be recorded that during the course of December he had shared information relating to the Norfolk County Council budget, £12m of funding available for active travel improvements, enforcement issues at Edge Bank, winter gritting information, an update on the closing of 'the gap' at Outwell Road and he had prepared and circulated his quarterly Divisional Report.

11.2 It was resolved to approve further expenditure of £98.80 for the provision and installation of a 2-bay bus shelter at Scarfield Lane (a revised quote was necessary due to a new size and installation now being required for the shelter). Clerk to re-apply to Norfolk County Council for the extra funding now required in line with the revised quote from Westcotec at £8,737.00 + Vat.

11.3 The use of the Citizens Advice Bureau in Downham Market was discussed; for the purpose of the Minutes it can be recorded that councillors were not aware of any residents of Emneth using this service.

12 To receive a report from the Borough Council

12.1 Discussions are now in place regarding whether or not King's Lynn should have a Town Council.

12.2 The budget is being discussed.

12.3 The Government is requesting that 1.5 million new homes are provided by 2029. The Borough is now asking that anyone who might own a parcel of land suitable for development to respond to a 'call for sites' consultation which opens on Monday 2nd February 2026. All types of sites and uses will be considered, from small sites suited to custom and self-build housing to large parcels of land for employment, renewable energy and green spaces. Sites can be greenfield (undeveloped land) and/or brownfield (previously developed land). They can be anywhere across West Norfolk.

13 Planning

13.1 To consider any planning applications since last meeting:

13.1.1 Planning application 15/01532/VAR1B1 related to Planning Application 15/01532/OM at Land West of Playing Field, Hungate Road; it was resolved to *support* this application.

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

13.2.1 Planning application 25/01812/F self-build proposed agriculturally tied dwelling at Land West of Midfarrow Farm, Walsoken Road, Walsoken; permitted by the Local Planning Authority.

13.2.2 Planning application 25/01937/O Construction of three two-storey dwellings at Land West of 122 Church Road; permitted by the Local Planning Authority.

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.

A member of the public left the meeting.

14 Parish Matters

14.1 Councillor Ingram received his Register of Interests Form.

14.2 The first draft of a suggested *Parish Infrastructure Investment Plan* was considered. Clerk to make a few adjustments for further consideration at next month's meeting.

14.3 It was resolved for the Clerk to arrange for Westcotec to collect the SAM2 camera for maintenance works to be carried out on it.

14.4 The Clerk had been asked to investigate the condition of some ivy-clad ash trees at Betsy Pad (which is a public right of way). For the purpose of the Minutes it can be recorded that Norfolk County Council is responsible for ensuring the public have access along public rights of way but they do not own the land and do not have ownership or responsibility for boundary features. It has been suggested that the trees are part of the original boundary feature of the garden of a neighbouring

property and are therefore the responsibility of the resident to ensure they are safe. If the owner has any concerns about the tree falling on their property or the public using the path then they should take appropriate action, at their own cost.

14.5 It was resolved for the Clerk to investigate the cost of a planter for one of the green areas on Gaultree Square.

14.6 It was resolved for Councillors Finnis and Sennett to progress the idea of having some Christmas lights and/or a Christmas Tree in the village this year.

14.7 It was resolved to appoint Mr. Robin Goreham as the internal auditor for the financial year ending 31st March 2026.

14.8 It was noted that St. Edmund's Parochial Church Council has not renewed the clock maintenance contract for this year due to financial constraints. It was resolved for the Clerk to make contact with the Church Council to find out when the current contract expires and how much the annual cost is; to be discussed again next month.

14.9 Thanks to be recorded to Councillors Finnis and McCourt who offered to upright and fix the damaged dog waste bin at Scarfield Lane.

14.10 It was noted that the East of England Ambulance Service has removed the spare set of pads from the defibrillator at the Spar Shop due to financial constraints. There is now just the one set of pads with the defibrillator.

15 Cemetery Issues

15.1 The need for more burial land in the Parish was discussed again. Councillor Howard has confirmed that she is in the process of seeking some pre-application advice regarding a possible development on her land adjacent to the cemetery which, if successful, would result in her being agreeable to selling the piece of land the Parish Council was interested in some years ago directly behind the current cemetery.

16 Agricultural Holdings Issues

16.1 All outstanding land rents for 2025/26 have now been paid.

16.2 Maxey Grounds has been instructed to contact the tenants who have not yet returned their signed contracts confirming the new acreage rate applicable for 2025/26.

17 To discuss Central Hall issues

17.1 The Village Litter Picker had reported a spate of nitrus oxide cannisters being left in the car park.

17.2 The Hall needs a new roof and some new guttering.

18 To discuss Norfolk County Council issues including highways

18.1 Clerk to progress the Parish taking over the grass cutting of the verges within the 30mph zones of Emneth starting March 2026.

18.2 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

19.1 The Community Engagement Officer for Emneth is Maddison Cage.

19.2 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

20.1 An email had been received regarding the poor condition of the Church Hall. The contents had been shared with the Parochial Church Council for their information.

20.2 An email was noted from the WMA in King's Lynn (Water Management Alliance) requesting a meeting to discuss future access arrangements for drain maintenance works at the playing field; Clerk to action.

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: no report.

22 Items for the next meeting agenda

- To discuss any progress with the revised tenancy for agricultural holdings land at Hungate Road
- To note contents of the returned contract for agricultural holdings land at Grays Lane

- To consider the updated proposed *Parish Infrastructure Investment Plan*
- To discuss maintenance requirements for the SAM2 camera
- To co-opt a new councillor
- To further discuss acquiring land for future burials
- To note the cost of a suggested planter for Gaultree Square
- To further discuss the Christmas lights / tree project for 2026
- To further discuss the annual maintenance costs/arrangements for the church clock
- To further discuss the cutting of the grass verges within the 30mph zones of the Parish

23 Date of Next Meeting

The next meeting will be on Tuesday 24th February 2026 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.50pm

Chairman's signature