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

Parish Councillors present: Councillor Curtis, Councillor Wiles, Councillor McCourt, Councillor Tingley, Councillor Cullen, Councillor Purchase, Councillor Finnis, Councillor Fry (Chairman), Councillor Sennett, Councillor Ingram, Councill Kok and Councillor Howard. Also present: Kate Bennett (Parish Clerk) and two members of the public. **Apologies**: County Councillor Kiddell and Borough Councillor Crofts

Minutes (draft)

1 Welcome

1.1 The Chairman opened the meeting and welcomed everyone.

2 To receive apologies for absence

2.1 Apologies were received as above and the reasons for such approved.

3 Members' Declarations of Interests in items on the agenda and any dispensations required considered: no report.

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

5 To approve the Minutes from the Ordinary Meeting of 29th September 2026

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 Clerk to provide an update on any matters not included on the Agenda

6.1 Agricultural holdings annual rent invoices have now been prepared and sent out.

6.2 Information had been circulated regarding new *speed indicator devices* for the Parish and the Clerk requested if any councillors had a preference as to which camera was purchased. It was resolved to request a quote for the most upgraded device with a solar power attachment; Clerk to action. A funding bid will be submitted to the *Community Infrastructure Levy* fund which opens on 1st December 2026; a contribution from the Parish precept will be required with this bid also.

6.3 Since the last meeting the Clerk had spoken with the village's *local responder* regarding the condition of the defibrillator at Premier Store. The '*responder*' had advised that the defibrillator had received the most recent electronic software upgrade and was deemed to be in good working condition for a few years so it was resolved to defer the purchase of a new defibrillator at this time but it can be noted for the records that a replacement defibrillator has been budgeted for and a new one can be purchased as and when required.

7 To discuss Playing Field Matters

7.1 Grounds maintenance works are largely complete but it is expected that the top of the hedge surrounding the bowling green will be completed over the next fortnight.

7.2 The car park is in need of another chemical spray; Clerk to action.

7.3 Clerk to contact the Bowls Club to advise of the proposal to apply for funding[1] for security fencing to replace the hedge around the perimeter of the Bowls Club with 1.8m high green mesh security fencing. One quote has already been sourced; a further two are required[2]. It was suggested that the Playing Field Committee should meet with the Bowls Club to review their financial position and formalize a new lease / landlord agreement with them before committing to any major capital expenditure here.

8 Finance

8.1 It was resolved with all in favour to approve the October 2026 Payments List as presented at the meeting. Councillors Howard and Fry to authorize on the Unity Trust website after the meeting.

8.2 Income received since last meeting to be recorded at:

- £1,320.66 Community Infrastructure Levy due for October 2026

[1] Community Infrastructure Levy fund

[2] Action Alex Lane and Councillor Wiles

- £487.50 agricultural holdings annual rent payments
- £675.00 burial fees

8.3 It was resolved to approve expenditure for two new composite benches for the Parish at a cost of £657.00 + Vat each; one for Gaultree Square and another to replace the rotten / damaged bench at the cemetery which has been removed for health and safety reasons.

8.4 It was resolved to approve expenditure of £26.00 for the Clerk to attend an Election 2027 briefing with Norfolk Parish Training and Support.

8.5 The Quarter 2 Progress Against Budget figures were noted and minor, justified overspends approved.

8.6 A draft of a proposed 2027 2028 budget was considered; it was resolved to revisit this at the November meeting. The Finance Working Group are recommending raising the precept for 2027/28 from £48,000.00 to £50,000.00; a 4.17% increase. This will help cover the increase in staff salaries, national living wage, energy costs for street lighting, dog waste bin emptying and grounds maintenance costs for the churchyard, playing field, towpath, Betsy Pad and other Parish Council-owned land in the Parish.

8.7 Councillors Tingley and McCourt viewed the bank statements for internal audit purposes.

9 To receive a report from Norfolk County Council

9.1 County Councillor Kiddell was not present at the meeting but she shares regular updates via email to the Clerk which are circulated to all members and she posts regularly on local Facebook pages.

10 To discuss Norfolk County Council Highways issues

10.1 An application form has been submitted to Norfolk County Council to install a new dog waste bin at the top of Elmfield Drive; confirmation awaited.

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

12 Planning

12.1 To consider any planning applications since last meeting:

12.1.1 Planning application 26/01198/F (amended) residential development comprising 9 new dwellings together with associated access, landscaping and ancillary works at Land at 2 Church Road, Emneth; it was resolved to *object* to this application as the proposed development is outside the village development boundary, the proposal is in close proximity to buried earthworks and a moat risking the loss of valuable historical buried archaeological remains, overlooking concerns for a number of residents in the properties at Hagbech Hall Close as well as the obstruction of some light into these properties.

12.1.2 Planning application 26/01598/O outline proposal for a dwelling at Land North of 1-3 Elmside bungalows, Elmside; it was resolved to *support* this application.

12.2 To note any planning decsions and/or appeal notifications since last meeting:

12.2.1 Planning application 26/01316/F demolition of garage and construction of new garage at 32 Elmfield Drive, Emneth; permitted by the Local Planning Authority.

12.2.2 Planning application 26/01267/F conversion of garage to habitable room at 49A The Wroe, Emneth; 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.

13 Parish Matters

13.1 A short service on Remembrance Sunday, the 8th November 2026, will be held at the war memorial at St. Edmund's churchyard; to meet at 10.45am for the service at 11.00am. All welcome.

13.2 Correspondence from the Friends of Emneth and Elm Towpath group was noted. Group numbers are dwindling and they are finding it challenging to carry on with some of the maintenance tasks at the towpath. Councillors resolved to let the path return to its former condition and be allowed to remain in its natural, rural state, to preserve the character of the area. Its condition can be monitored and the giant hogweed will continue to be treated and other maintenance tasks addressed as and when they crop up.

13.3 Reports from Working Groups this month

13.3.1 The Cemetery Working Group had arranged a date to meet to consider the results of the memorial testing but the persistent rain meant the meeting had to be cancelled. The Clerk will arrange for another date and time in due course.

13.4 It was noted that the second issue of the Parish Newsletter had been published and circulated. It was suggested that a QR code could be advertised in every issue to direct residents to the Parish Council's website.

13.5 Approval has been given from *Chatsworth Homes* to install a dog waste bin at The Elms and a suitable location identified and approved. The Borough Council will be installing a bin on behalf of the Parish Council before the end of November.

14 Cemetery Issues

14.1 It was resolved to carry out a review of the burial fees for St. Edmund's next year.

15 Agricultural Holdings Issues

15.1 It was noted that the annual rent invoices have been sent out and a few tenants have already settled their accounts.

15.2 Maxey Grounds (acting on behalf of the Parish Council) has issued a 'notice to quit' to a tenant who has still not returned their signed agreement confirming the increase in land rent issued to all tenants last year.

16 To discuss Central Hall issues

16.1 The Hall Committee has been successful in obtaining a £25.000.00 grant which will go towards the cost of a new roof.

16.2 The Bingo evenings continue to be a success.

16.3 A Christmas Tree and lights have been purchased for the car park area and will be turned on to coincide with the tractor run that is taking place through the village on 29th November 2026.

17 To note any communications from the Police since last meeting

17.1 The Community Engagement Officer for Emneth is Maddison Cage.

17.2 Residents are encouraged to report anti-social behaviour issues to the Police by dialling 101 or emailing.

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: no report.

19 Items for the next meeting agenda

- To consider the Budget figures for 2027/2028
- To consider a further two quotes for installing security fencing at the Bowls Club
- To discuss funding for the Emneth Village Newsletter
- To sign an agreement for the annual contribution to Upwell Health Centre Car Park

20 Date of Next Meeting

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

Meeting closed at 7.15pm Chairman's signature ……

DRAFT