**Draft Minutes of an Emneth Parish Council Meeting** held on Tuesday 29th September 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 and Councillor Howard. Also present: Kate Bennett (Parish Clerk), Borough Councillor Crofts and one member of the public. **Apologies**: Councillor Ingram and County Councillor Kiddell

**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**

3.1 Councillor Curtis declared an interest at agenda item 12.1.2 Planning application 26/01550/F demolition of existing store and erection of a new rear extension at 16 Hawthorn Road, Emneth.

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

**5 To approve the Minutes from the Ordinary Meeting of 25th August 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 Two quotes to replace the hedging around the bowling green with 6 foot mesh security fencing are being sought.

6.2 The grounds maintenance works at the playing field are nearly complete; just waiting for the top of the hedge surrounding the bowling green to be cut, otherwise all works are now complete.

6.3 The new planters for Gaultree Square have been made; awaiting installation by volunteers.

**7 To discuss Playing Field Matters**

7.1 Fields in Trust has confirmed that if the Parish Council wishes to run a café from the old pavilion then this will not require any approval from the Trust however if the Parish Council wishes to lease the building to a commercial operator then a *Field Change Request* will need to be applied for; the Chairman of the Playing Field agreed to pursue this with the Trust.

7.2 The football season has started.

7.3 The Clerk has given 180-day notice to terminate the contract with the Glover Group after the 2026 grass cutting season; we are awaiting confirmation from them that this has been acknowledged and she can then secure a new contract with Nurture Landscapes for the 2027 cutting season.

**8 Finance**

8.1 It was resolved with all in favour to approve the September 2026 Payments List as presented at the meeting with the exception of the quarterly grant to the Playing Field for £750.00 as the funds are not immediately needed following the £5,000.00 transfer last month. Councillors Purchase and Fry to authorize all other payments on the Unity Trust website after the meeting.

8.2 It was resolved to approve expenditure of £1,192.00 + Vat for a new replacement defibrillator for the Premier Store, Gaultree Square. The current defibrillator is over 12 years old.

8.3 Income received since last meeting to be recorded at:

- £24,000.00 Second instalment of the annual precept
- £775.00 burial fees

8.4 Councillors Cullen and Curtis viewed the bank statements for internal audit purposes.

8.5 The Clerk will arrange a meeting date in October 2026 for the Finance Working Group to consider budget figures for the next financial year.

**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 It was resolved to approve expenditure for two new dog waste bins for the Parish; one for Elmfield Drive and another for The Elms. Norfolk County Council has already approved a site for the Elmfield Drive bin provided it is within the first meter of the grass verge. A suitable location for the second bin at The Elms still needs to be identified; Clerk to action.

10.2 It was agreed to investigate new solar-powered SAM2 cameras with data storage for the Parish and to apply for potentially four new cameras from the *Community Infrastructure Levy* fund when it opens again in January 2027. Clerk to investigate suitable suppliers and circulate information. It is proposed to install one at each of the main approaches to the village; Church Road, Lady's Drove, Hungate Road and Hollycroft Road.

**11 To receive a report from the Borough Council**

11.1 The *Local Plan Scoping Consultation* is currently open for comment and available on the Borough Council's website for viewing. This is a survey connected to the *call for sites* consultation which attracted 750 new sites for consideration. The public can view and comment on all submitted sites. The Local Plan extends to 2040 and is part of a government initiative to build 1.5 million houses by 2030 (extended from 2029).

11.2 The Borough Council has to identify 850 building plots between now and 2030 to contribute to the national housing target.

11.3 The Mayoral & Unitary Council Elections, originially scheduled for next May, have been suspended by Central Government until 2028.

11.4 There will be Borough and Parish Elections in 2027.

11.5 Under the new planning system, from October 2026, planning decisions will be made by a single person and Borough Councillors and Parish Councils will no longer be able to 'call-in' planning applications though they retain their ability to comment. Emneth Parish Council remains a statutory consultee and will receive details of all plans in Emneth to comment on but the power to force a committee decision has been removed.

**12 Planning**

12.1 To consider any planning applications since last meeting:

12.1.1 Planning application26/01464/RM for one dwelling with an attached garage and detached domestic outbuilding as well as the stationing of a mobile home to be occupied while the client complete the self-build project at Plot 3, Land between Bambers Lane and 122 Church Road, Emneth: it was resolved to *support* this application.

12.1.2 Planning application 26/01550/F demolition of existing store and erection of a new rear extension at 16 Hawthorn Road, Emneth: it was resolved to *support* this application[1].

12.1.3 Planning application 26/01554/F proposed bungalow at land adjacent 17 The Wroe, Emneth: 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 26/01057/F x1 dwelling and associated works at Kintallen, New Farm, 6 Fendyke Road, Emneth: the application has been permitted by the Local Planning Authority.

12.3 It was reported that an enforcement notice had been issued by the Borough Council of King's Lynn and West Norfolk to a site at Edge Bank on 21st September 2026 giving the occupants of the land six months to clear the site in order to regularize the situation; 24/000326/UNAUTU refers.

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

[1] Councillor Curtis left the meeting room during discussion of this agenda item

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

**13 Parish Matters**

13.1 It was resolved to hold a short service on Remembrance Sunday, 8th November 2026 at the war memorial at St. Edmund's churchyard; to meet at 10.45am for the service at 11.00am. All welcome.

13.2 There were no reports from any Working Groups this month.

**14 Cemetery Issues**

14.1 The Clerk has made a start on progressing with the memorial testing results for the cemetery and closed churchyards. A handful of residents have already approached the Clerk to advise that they are arranging for their memorials to be repaired. The remainder will be handled by the Parish Council over the course of the next few months.

14.2 It was agreed that the next budget needs to allow for some memorial repairs in both the churchyards and the cemetery.

14.3 It was agreed for the Cemetery Working Group to meet on-site to walk through the grounds, assess the memorials individually and create a detailed, prioritized action plan. The group will prioritize the highest-risk memorials in the highest-risk areas, selecting a manageable number to address this year in a bid to manage any risk.

14.4 It was recorded that the ashes plots area is in need of weeding.

14.5 The Litter Picker has agreed to visit the cemetery to have a tidy up.

**15 Agricultural Holdings Issues**

15.1 It was noted that the annual rent invoices will be sent out in October.

**16 To discuss Central Hall issues**

16.1 A Christmas Event is being planned for the village. Councillor Howard, Purchase, Finnis and Sennett to arrange a working group meeting to develop a formal plan with costs to present at the next meeting.

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

**17 To note any communications from the Police since last meeting**

17.1 The Norfolk Police & Crime Plan Consultation 2026-2030 is now open for public participation.

17.2 The Community Engagement Officer for Emneth is Maddison Cage.

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

**18 To note general correspondence received since last meeting**

18.1 A copy of the *Emneth Village Community News* had been circulated and was well received. It was agreed that the Parish Council should make contributions to the publication as and when appropriate.

**19 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**

19.1It was resolved to approve the new National Joint Council's pay award for the Clerk to be back-dated to 1st April 2026.

**20 Items for the next meeting agenda**

- To consider purchasing a bench for Gaultree Square
- To consider the Budget figures for 2027/2028
- To consider quotes for replacing the hedge at the Bowls Club with security fencing

**21 Date of Next Meeting**

The next meeting will be on Tuesday 27th October 2026 at 6.30pm at Emneth Central Hall.

Meeting closed at 7.30pm Chairman's signature ……

DRAFT