

# ELM PARISH COUNCIL

## MINUTES OF MEETING

18 July 2017 – 7.00 pm.

**Present:** Councillor Brand, Chairman; Councillors Mrs Dalliday, Mrs Cotterell, Pinnock, Milham, Mrs Hopkin, Hopkin, Stokes, Patrick, Miss Ferguson

**Apologies:** Councillors Mrs Davis and Webb

**In attendance:** District Councillor Sutton (Apologies from Councillor Tanfield).

The Minutes of the meeting of 20 June 2017 were confirmed and signed.

### 27/17 Members' Code of Conduct

The Clerk reminded Members of the need for them to submit to the Monitoring Officer at Fenland District Council, via the Parish Clerk, any changes to the content of their Register of Member Interests forms.

Members decided the reminder from the Clerk be noted and acted upon.

### Public Forum

A question was asked as the progress of the renovation of the church bells and to the legality of the decision taken by the Council previously to assist with the costs.

The Clerk stated that she would contact the Church for an update on progress but it was understood that the person renovating the bells had been quite unwell and so the project was delayed. They were due to have been completed and installed in the Church for Easter 2017.

In respect of the legality of the payment, it was legal.

The Co-Ordinator of the Elm Parish Speedwatch asked that when Members discussed the LHI that they consider that the cushions for Gosmoor Lane and Begdale Lane have been lost due to the narrowness of the highway. She asked that the rest of the scheme remain, in particular cushion number 4, and that the funding for the replacements for the cushions by way of speed indicator flashing units be agreed.

### 28/17 Progress on actions from minutes of last meeting

#### (1) Play equipment provision in Fridaybridge (Minute 16/17 (1) refers

The Clerk reported that she had sent the third party payment required under the terms of the grant, in the sum of £5,375. by cheque to WREN.

A number of contractors are interested in tendering for the work and members of the community were hoping to get together with the contractors to finalise the scheme and then a contractor could be chosen.

S106 monies had been confirmed with FDC. The grant needs to be spent by 25/05/2018.

.Members decided that the situation be noted.

**(2) Speeding across the Parish (Minute 16/17(2) refers**

- (a) Councillor Pinnock reported that to date the Speedwatch team had undertaken 29 sessions spread over 36.75 hours. 5,278 vehicles had been "clicked" with 403 reported for excessive speed. This represented 7.6 %.  
Councillor Pinnock requested that the Clerk arrange for the document confirming these details be put on the Parish website.
- (b) Members had previously agreed to the speed reduction and it was confirmed that this was now in progress. Councillor Pinnock had previously circulated an email from Derek Crosby the Traffic Management Officer from Cambridgeshire Constabulary. The email confirmed that whilst he believed that the current limit was appropriate between Elm and Fridaybridge, he felt that the proposal to reduce the speed from 40 mph to 30 mph, may well not be the subject of a formal objection. Councillor Pinnock confirmed that the cost of implementing the speed reduction would be in the region of £5,000.

**(3) Local Highway Improvements scheme – Elm (Minute16 /17 (3) refers)**

A meeting took place on the 10<sup>th</sup> July with Councillors Count, Brand and Pinnock, Highway officers from the County Council, the Parish Clerk and the Speedwatch Co-Ordinator to discuss the scheme. The officers from the County Council agreed to send the full details of the scheme to Councillor Pinnock. These details were circulated to Members prior to the meeting. Members discussed the scheme and possible amendments to it. Officers from CCC said that the cushions for Gosmoor Lane and Begdale were considered not suitable due to the width of the highway and alternatives were cost prohibitive. They suggested that flashing speed units be used to replace them. These are mobile and can be moved to other areas of the parish as appropriate. Councillor Dalliday proposed that the scheme remain as shown in the documents previously circulated, in particular Cushion Set 4 not be omitted. Councillor Stokes seconded this. Members agreed. It was further agreed that Councillor Brand as Chair should sign the Memorandum of Agreement.

**(4) Local Highways Improvements Scheme - Fridaybridge (Minute16 /17 (4) refers)**

Councillor Pinnock discussed the proposed flashing units for Fridaybridge. There are various options available for management of these devices. He stated again that the flashing units for Elm and Fridaybridge Schools should be programmed by the Council, not the Schools and in that way provision for any amendments to the program could easily be made by the Council in conjunction with the Schools.

**(5) Elm Football Club (Minute 16/17(5) refers)**

The Clerk confirmed that she had not heard anything further from Mr Clow after emailing him but would email again and report back at the next meeting.

**29/17 Rings End Nature Reserve**

Briony Davies did not attend the meeting this evening and the visit would be rearranged if necessary.

**30/17 Police matters – PCSO Sue Clarke**

PCSO Clarke apologised for her absence. She reported the following in her email:-  
In the Elm/Christchurch/Fridaybridge areas, there have been the following crimes reported over the period 13/06/17 – 15/07/2017:-  
Theft of/from a motor vehicle – 3

Burglary dwelling/business – 6  
Criminal damage – 4

Sue was aware of the fatal RTC which occurred on the 6<sup>th</sup> July 2017 in Elm. She was however unable to disclose any further information at this time while enquiries/investigations are still ongoing.

Sue and a colleague did a visit to Elm Primary School on the 11<sup>th</sup> July to give 9, 10 & 11 year pupils a talk on internet safety.

They also did a talk to Fridaybridge Primary School about the same issue and they were pleased that the pupils had done a song based on the 12 days of Christmas, about internet do's and don'ts.

Both sessions went really well and Sue and her colleague was very pleased that the pupils took on board how to be safe when using the internet.

Christchurch school received the same input and also thoroughly enjoyed it.

In her last update, Sue mentioned the issues with the motorbikes being ridden on the land behind Cedar Way. Kier had agreed to put up fencing and this was due to start on 13<sup>th</sup> July. Sue had visited the site and could see no evidence of the work starting so was going to try and pay a visit the week of this meeting and speak to Kier staff again.

Sue continues to cover all care homes in the area and also regularly visits. She recently met with management at Meeko House.

### **31/17 Planning Applications**

Members considered the following planning applications and decided to submit to the Local Planning Authority the comments set out (in italics) below:

- (1) F/YR17/0525/F – Erection of a conservatory to the rear of existing dwelling – The Old Vicarage Main Road Elm Wisbech.

***Resolved: That the application be supported***

- (2) F/YR17/0581/F – Erection of a 2-storey 5-bed dwelling with detached garage involving the formation of a new access at Plot 4 land South of 188 Fridaybridge Road Elm Cambs.

***Resolved: That the application be supported***

- (3) F/YR17/0604/F – Erection of 2 x 2-storey 4-bed dwellings with attached double garage at Land at Tower Road Fridaybridge Cambs.

***Resolved: That the application be supported***

### **32/17 Reports from District and County Councillors**

Councillor Sutton reported that he had dealt with an enquiry from a resident about riparian rights and one about a concern in respect of a burial plot at Elm Cemetery.

He said that he had a contact who was aware that the Church bells were in the process of being manufactured as this contact had seen the work in progress.

He thanked Councillor Pinnock and the Speedwatch Co-Ordinator and the other volunteers for all their hard work for the scheme.

Finally he said that he supported the request for the speed reduction between Elm and Fridaybridge.

### **33/17 Open Spaces (including the cemetery) within the Parish –**

Members also discussed the maintenance works to the dyke at the Cemetery. A further quote had been obtained. A discussion took place as to the condition of the dyke and the work involved.

As the Council are only responsible for up to the middle of the dyke, Members decided that the residents backing on the dyke be written to and asked that they share the costs of the work.

It was agreed that the Clerk should write to the residents and request an appropriate share of the costs.

The residents should be asked to respond in anticipation of the next meeting.

Overhanging vegetation at Chapel Lane was raised as an issue. It was agreed that the Clerk would report this to the County Council.

Overhanging vegetation was also raised as an issue at the Pocket Park. The Chair said that he would investigate and arrange for work to be done as appropriate.

Overhanging vegetation at the Bus Stop in Coldham was causing issues for the the bus drivers and the comment had been reported that unless it was improved they would refuse to stop there.

The issue of the bank of earth at Halfpenny Lane was raised by Councillor Pinnock. This had been outstanding as a planning concern for over a year.

Councillor Sutton agreed to go back to the District Council and raise this with their Planning Enforcement Officers.

Councillor Pinnock raised the fact that there continues to be debris at Wales Bank and this had been added to by fly tipping.

Councillor Sutton agreed to raise this issue this the District Council.

### **34/17 Use of Parish Office**

The Clerk had had a couple of recent requests to use the Parish Office and she was asking that after consulting the Chair she be given permission to allow some local groups to use the Parish office for a meeting without having to request formally at a meeting.

Members discussed the matter and decided that each request was to come to a meeting for them to decide.

### **35/17 Cemetery Cottage**

The tenant of the Cottage did not wish to have the radiator thermostats put on the radiators until the autumn so the Clerk has requested a quote for the works from a contractor to be provided in August. This will be brought to the next appropriate meeting.

The Members felt that the quote for the painting at the Cottage was somewhat high and asked the Clerk to obtain a further quote.

The Clerk was also asked to secure at least two quotes for any future small works to be carried out.

### **36/17 Clerk Training and Development**

The Clerk requested a training budget to develop her knowledge and skills. This included the Clerk doing the Level 2 and 3 of the CILCA qualification. The costs for this are £99 (Level 2) and £250 (Level 3)

Members decided that the Clerk be granted the funds to do the CILCA qualification.

However they could not to set a budget for the costs as the Council's Budget was already set for the current financial year but they suggested that the Clerk should request any further appropriate training funds on an individual basis.

### **37/17 Recording of Meetings**

The Clerk requested that she be allowed to record the meetings for the purposes of producing Minutes only. After production of the minutes the recording would be deleted if appropriate.

Members discussed the matter at some length in particular in respect of Freedom of Information requests, and a vote was taken.

The Members voted and it was carried by majority that the Clerk's request be granted.

Councillor Pinnock requested that his dissent to the decision be noted.

38/17 Financial Matters

(1) Income and Expenditure since last meeting

<b>ELM PARISH COUNCIL</b>		
<b>Income &amp; Expenditure</b>		
<b>18 July 2017</b>		
<b>Income</b>		
<b>Payer</b>	<b>Description</b>	<b>Amount £</b>
National Savings	Interest Received	62.43
Maxey Grounds	Cottage Rent	427.60
HM Revenue & Customs	Vat refund	4,874.08
Fenland District Council	CTax Support Grant	2,653.00
<b>Total</b>		<b>8,017.11</b>
<b>Expenditure</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
Fenland District Council	Wheelie bins emptying	184.27
Anglian Water	Water for Cemetery	34.61
RJ Warren Ltd	Grounds Maintenance	2,029.04
Fenweb Ltd	Admin Costs	951.60
CL Butcher	Salary & Expenses	682.46
CommuniCorp	Membership Fees	75.00
<b>Total</b>		<b>3,956.98</b>

In addition, the Clerk reported on the levels of funding held within the Parish Council's bank and savings accounts as at 30 June 2017 (in the total sum of £183,906.85), together with the figure as at 30 June 2016..

Members decided

- (1) that the income of £8,017.11 be noted and that the expenditure of £3,956.98 be authorised;
- (2) that the levels of funding held within the Parish Council's bank and savings accounts as at 30 June 2017 and the position as at 30 June 2016 be noted;
- (3) to note that, after allowing for the Parish Council's ear-marked reserves (totalling £122,175.00) at 30 June 2017), the actual balance available to the Parish Council at 30 June 2017 was £61,731.85 making further allowance for a general contingency of £55,000 reduces the actual balance available to the Parish Council at 30 June 2017 to approximately £6,731.85;
- (4) that the financial information within the first quarter's management accounts be noted;
- (5) that the decision to change the Council bankers to TSB be changed and that the Council remain with their current bank, Barclays and that the Clerk let the Chair and Vice Chair have the details of who they need to contact at the bank to arrange their internet banking access.

### **39/17 Elm Street Pride Group**

Councillor Pinnock reported that he had attended the inaugural meeting of the Elm Street Pride Group along with Councillor Stokes and 22 members of the public.

They had set up a Committee with a number of motivated and proactive members.

The group had emailed Councillor Pinnock asking that he seek the view of the Members in respect of their intention to seek permission from the County Council to place benches on the open space at Abingdon Grove. A discussion took place as to the possible issues. Members voted and it was resolved that they were in agreement to their proposed action.

Councillor Pinnock wished his dissent to the decision to be noted.

### **40/17 Correspondence**

The Clerk informed Members about the Cambridgeshire and Peterborough Police and Crime Commissioner's poster in respect of his Parish Conference on 1<sup>st</sup> December 2017 at the Police Headquarters in Huntingdon. It was noted by Members and agreed that the Chair would attend if possible and if not the Clerk would attend in his place.

Members discussed the request from the tenant of the Cemetery Cottage for a charity to be chosen for the money raised in respect of the Christmas lights this year. Councillor Pinnock suggested that the money goes to a school "flashing light maintenance fund" towards the costs of providing the flashing speed units outside of both Elm and Fridaybridge schools as they are required to fund the maintenance.

Members discussed this and felt that as children would benefit from the speed reductions measures, that this should be agreed. The Parish Council would hold the funds.

Councillor Pinnock suggested, as part of the discussion, that the alternatives to the basic units be considered again. Previous Minutes indicate that the Members agreed that basic units only be purchased with no provision for EPC to reprogram. This decision needs to be considered again in the future when full costs are known. It was discussed that EPC did not want the supply company to reprogram.

The report from the RoSPCA report had been received and circulated to Members prior to the meeting. It was agreed that this would be discussed fully at the next meeting as it was apparent that insufficient time had been allowed for Members to consider the reports.

**41/17 Workplace Pension (Minute 25/17 refers)**

The Clerk was requested to leave the room while the matter was discussed.

Members resolved that the Clerk be granted a Pension of 1% of her wages. This will increase over the next few years in line with the pension regulations.

**Date of Next Meeting**

Members were reminded that the next meeting of the Parish Council is scheduled for 15 August 2017, to commence at 7.00pm, at the Parish Council office Begdale Road, Elm.

**Meeting finished at 9 pm**

Signature :.....( Council Chairman).

Date: