

# ELM PARISH COUNCIL

## MINUTES OF MEETING

17 July 2018 – 6.00 pm.

Held at the Parish Council office, Begdale Road, Elm

**Present:** Councillor Brand: Chairman; Councillors, Mrs Cotterell, Stokes, Milham, Mrs Luffman, Mrs Hopkin, Mrs Davis, Butcher, Feaviour, Pooley.

**In attendance:** District Councillor Sutton

**Apologies:** Councillors Mrs Davis, Ms Ferguson and Hopkin

### **38/18 Members' Code of Conduct**

Members were reminded 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 be noted and acted upon.

### **39/18 Minutes of June Meeting**

The Minutes of the June meeting were approved as a true record and signed by the Chairman.

### **40/18 Presentation by Councillor Ruth Hufton Chairman of Doddington Parish Council – Street Lighting Contract**

Cllr Hufton gave Members a resume of the background to the Street Lighting Contract and what they are currently doing as a Council.

Members noted her comments.

### **41/18 Presentation by Electrical Testing Limited**

No-one was available to attend the meeting today. Members decided that they wanted to hear from the Contractor before making a decision in respect of the Street Lighting Contract.

### **Public Forum**

A Parishioner brought up the fact that in the Minutes for June 2018, the income and expenditure report showed two payments that had a VAT sum that seemed out of proportion to the amount paid to the Contractors. The Clerk explained that some of the costs were paid for direct by the funding company WREN and the remainder by Elm Parish Council hence the figures appearing incorrect for VAT purposes.

The issue was also raised of the new play park in Fridaybridge which he was pleased with but he raised the issue of the inspection of the skate park and the fact that he believed this should be done weekly. He also raised the issue as to the access point into the park and the fact that he felt this needed some sort of barrier to protect those leaving the park being at risk from passing vehicles. He also asked about the insurance situation. The Clerk confirmed that the park did have insurance in place.

The Clerk said that she would investigate the matters raised and report back at the next meeting.

Another parishioner raised the issue in respect of overhanging vegetation. He said that he had spoken to the Area Manager for the School on Redmoor Lane and he had previously spent a lot of money cutting back trees. He had subsequently found out that the trees did not belong to the organisation's land. That Manager is going to prepare a report and liaise with the Parishioner about reporting the matter to CCC. He further mentioned that he had managed to get what he considered to be the biggest pothole in Elm repaired as he happened to see a lady marking out potholes. He further mentioned that in respect of one of the Planning Applications on the Agenda, the verge had been dug up to put water meters in affecting the carriageway stability. The builders were further digging up the verge this week, without planning permission and he had managed to get the works stopped. He said that the carriageway was being repeatedly dug up and this was affecting the area and causing damage.

#### **42/18 Progress on actions from minutes of last meeting**

##### **(1) Play equipment provision in Fridaybridge (Minute 25 /18(1) refers**

The Clerk confirmed that the park was open. It was formally being opened on the 24<sup>th</sup> July 2018. She was also meeting with FDC tomorrow to discuss the rest of the funds being made available. The issue of additional litter bins was raised by a Cllr. The Clerk confirmed that there were benches and bins due to be fitted by the skate park contractor as soon as possible.

##### **(2) Speeding across the Parish (Minute 25 /18(2) refers**

The Clerk reported that a Police speed camera van was in the village recently and she asked the officer about how frequently they would be in the village. He said that he was part of a team of officers tasked with visiting various identified speeding "hotspots" in the County and they would return as often as possible. He said that the Council could highlight other areas that they felt were affected by speeding to the Community Safety Partnership to consider doing speed camera sessions at.

[www.elmspeedwatch.btck.co.uk](http://www.elmspeedwatch.btck.co.uk)

##### **(3) & (4) Local Highway Improvements schemes – Elm & Fridaybridge (Minute 25/18 (3) & (4) refers)**

No updates were available.

##### **(5) Land at Chapel Lane Elm (Minute 25/5 refers)**

Nothing further had been heard about the progress. A Councillor reported that there had been a fire in that area and an area of approx. 90 yards in length had been burnt.

##### **(6) Community Centres Elm and Coldham (Minute 25/6 refers)**

The Clerk reported that a meeting had taken place recently and a plan of action had been put together to move this forward. The next meeting was planned for September. A request for funding was to meet some initial costs, for example, planning fees. Members resolved to agree to a fund of £1,000.

#### **43/18 Planning Applications**

F/YR18/0556/F - Reserved Matters application relating to the detailed matters of appearance, landscaping, layout and scale pursuant to outline permission F/YR17/0706/O for the erection of 2 x dwellings comprising of 1 x 2-storey 5-bed dwelling with integral garage and 1 x 2-storey 5-bed dwelling with detached garage at Plots 4 and 5 Land West of Appletree House Begdale Road Elm

*Resolved: That the application be supported*

F/YR18/0559/RM – Reserved Matters application relating to detailed matters of access, appearance, landscaping, layout and scale pursuant to outline permission F/YR17/1149/O for the erection of 2-storey 4-bed dwelling involving demolition of existing outbuildings at Land South of Leam House Main Road Elm

*Resolved: That the application be supported*

F/YR18/0563/RM – Reserved Matters application relating to detailed matters of access, layout, scale, appearance and landscaping pursuant to outline permission F/YR16/0136/O, for the erection of 3 x 2-storey 5-bed dwellings with garages and additional garden land for 85 The Stitch at Land West of Rowde House Bar Drove Friday Bridge

*Resolved: That the application be supported*

F/YR18/0618/O – Erection of up to 2no dwellings (outline application with matters committed in respect of access) at land South East of 310 Low Road Wisbech

*Resolved: That the application could not be supported due to exceeding the number of properties in the Parish under LP12.*

#### 44/18 Reports from District and County Councillors

Cllr. Sutton reported that he was disappointed to hear the issues that the parishes had had in respect of the Street Lighting Contract. He said that he did not support the proposal to include a 15% additional charge incorporated in the Contract. He also asked that FDC pay the cost of street lighting power for 12 months initially and then review it at the end of that period.

He reported that the Planning Department of FDC are to carry out a Review of its actions and work by the Planning Advisory Service which starts on the 31st July for 3 days. Cllr Sutton confirmed that he had a meeting with that organisation on the 1<sup>st</sup> to discuss his views.

Cllr Sutton advised that the council put in a pre-application for the Community Centre to FDC as this was a cost effective way of finding out the District Council's views on the proposal.

Signage on Colletts Bridge Road was causing some dismay amongst those involved due to the delays.

National Planning Review has been put back to October 2018.

He stressed that if anyone had any issues to contact him.

Finally he stated that there was short report in the newspapers during the week, stating that there was no evidence that Japanese Knotweed caused damage to structures and worse than any other plants. It tended to grow around structures.

#### 45/18 Open Spaces (including the cemetery) within the Parish

A Councillor reported that a lady had complained about a grave not being maintained. The Clerk reported that for some graves, the previous Contractor had been asked to leave alone as relatives were prepared to maintain them. However this does not appear to be happening on all the graves. She would ask the Contractor to give them a basic trim to reduce the vegetation.

The Clerk confirmed that she would contact Leverington Parish Council to ask the clerk about the procedures she followed to get the works carried out at their cemetery for example the Contractors used. She would report back at the next meeting.

#### 46/18 Police Matters

Members discussed the report received from the PCSO. They noted that the majority did not relate to the Parish. A Councillor confirmed that he had reported some criminal damage and had a reply to his email that that officer was on a career break so he was not sure who the Parish PCSO was now.

## 47/18 Financial Matters

### (1) Income and Expenditure since last meeting

<b>ELM PARISH COUNCIL</b>		
<b>Income &amp; Expenditure</b>		
<b>17 July 2018</b>		
<b>Income</b>		
<b>Payer</b>	<b>Description</b>	<b>Amount £</b>
Tenant	Cemetery Cottage Rent	595.00
Tenant	Defib Charity Contribution	582.59
Fenland District Council	CTax Support Grant	2,653.00
Cottage Rent Deposit Account	Interest Received	0.36
<b>Total</b>		<b>3,830.95</b>
<b>Expenditure</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
NEST	Clerk Pension	184.61
Fenland District Council	Wheelie bins emptying	184.27
CB	Security - Playing Field Elm	100.00
Defib Sales & Training Ltd (VAT £273.99)	Defib Purchase	1,643.94
Came & Co	Insurances	536.75
HMRC	Clerks' Tax & NI	100.30
CL Butcher (VAT £1.33)	Salary & Expenses	560.94
<b>Total</b>		<b>3,310.81</b>

Members decided

- (1) that the income of £3,830.95 be noted and that the expenditure of £3,310.81 be authorised
- (2) Members noted the Bank Reconciliation report for June 2018.

As previously agreed Members wished to be reminded of any previously agreed expenditure not yet made and/or invoiced for, which is detailed below:-

The Council currently have agreed expenditure outstanding in the total of approximately £15,000. This is for the following items:-

Cost of replacement street lighting lantern x 3  
Placing of four litter bins in Elm/Fridaybridge  
LHI Payments

#### **48/18 LHI Application**

The Clerk reported that the Application was all but complete.

She said that she had added in to the Application what she could under the rules but that some may need to be dealt with under a Private Funded initiative.

A resident had requested that an additional speed cushion be installed in Elm.

Members resolved that the Clerk submit the application and add the additional speed cushion to the Application.

#### **49/18 New Councillor Training**

The Clerk reported that there were three Members interested in training.

Doddington Parish Council were running some more training in the autumn and Members resolved to fund the training.

#### **50/18 Orchard East Survey**

The Clerk reported on the project and the work involved in the Survey and the fact that two Councillors were involved in the Project Survey. The Clerk asked that Members agree to her spending some administration costs on the paperwork. Members noted the details and resolved that the Clerk be authorised for the administration costs.

#### **51/18 Elm Tramway Project**

The Clerk reported that she had attended a meeting about the above Project and gave Members details. The project was to provide a series of "markers" detailing the history of the Tramway and its route.

The Project were requesting that Members agree in principle to the installation of these "markers" when they were identified.

Members resolved to agree in principle and would discuss further when more details were known.

#### **52/18 Apologies to Elm Speedwatch**

Cllr Stokes confirmed that when he spoke at the meeting last month he was speaking as a Councillor and Member of Elm Parish council and not as a private individual, was speaking about a matter of public interest and that he believed that what he said was true. He has taken advice and was told that these three things would afford him the defence of qualified privilege should he ever be faced with an action for defamation. Legally he is not obliged to apologise to anyone but he offered his sincere apologies to the Speedwatch volunteers. He said it was never his intention to criticise them. He has a great deal of respect for those who give their time and energy to worthwhile projects. He confirmed that he was human and sometimes made mistakes. However when he did make mistakes he had the decency to apologise.

Members thanked him for his comments.

#### **53/18 Correspondence**

The Clerk confirmed with Members that they had noted the maintenance works to be carried out to areas in their ownership by the Hundred of Wisbech.

The Clerk confirmed that she had received a letter from the County Council confirming that they would no longer be charging for Licences to carry out works to the Highway.

Residents from Rose lane had complained about the state of the old Village hall and she confirmed that Cllr Sutton had given her the name of a contact at FDC to see if there was anything that could be done.

The Clerk confirmed that an email had come in just before the meeting inviting Members to a drop in Breakfast on the 1<sup>st</sup> August 2018.

The Clerk confirming that as notified at the last meeting by a Parishioner, about a Defibrillator at Cobra Engineering, she had spoken to a Company Representative who confirmed that they were happy for members of the public who had need for the equipment to call in at the Production office between the hours of 8am and 5pm.

The Chairman confirmed that the next meeting was 14 August 2018 at 6.00pm.

**54/18 Resolution to Exclude the Public and Press**

It was proposed that the Press and Public be excluded for discussion of item 21.

Resolved that the Public and press be excluded.  
The Chairman closed the meeting to all but the Councillors.

**55/18 Data Breach**

Members were informed of a potential Data Breach.  
The matter was discussed at some length.  
Members resolved that the Clerk seek advice in respect of the matter and other potential legal issues that could affect the Council and report back to the next meeting.

Meeting closed at 8.26 pm.

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

Date:

Elm Parish Council, Antwerp House, 252 Gosmoor Lane, Elm Wisbech PE14 0EG