

# ELM PARISH COUNCIL

## MINUTES OF MEETING

16 October 2018 – 6.00 pm.  
Held at the Parish Council office, Begdale Road, Elm

**Present:** Councillor Brand: Chairman; Councillors Milham, Ms Ferguson, Stokes, Mrs Luffman, Mrs Cotterell, Mrs Davis.

**In attendance:** District Councillor Sutton

**Apologies:** Councillors Feaviour, Butcher, Mrs Hopkin, Hopkin.

### **83/18 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.

### **84/18 Minutes of September Meeting**

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

### **Public Forum**

### **85/18 Progress on actions from minutes of last meeting**

#### **(1) Play equipment provision in Fridaybridge (Minute 73/18(1) refers**

The Clerk confirmed that the final piece of play equipment had been installed and the goal posts and a couple of items of snagging were done.

She confirmed that barriers had been put in place at the entrance to the park through the hedge to hopefully reduce the risks to those entering and leaving the park.

CCC are prepared to consider installing appropriate signage on the highway subject to the Parish Council agreeing funding. The anticipated cost was approx. £500.00.

The issue of the installation of CCTV on the Tower Hall was discussed and the Council were asked to agree funding (in principle) to share the cost with the Tower Hall Committee.

Members resolved to agree to the cost of funding signage on the highway installed by CCC.

Members further resolved to agree to share the cost of funding CCTV subject to approval of an estimate when received. The estimates would be discussed at the November meeting.

The Clerk confirmed that she had chased on the issue of bins and seating for the Skate park and the Contractor had confirmed that they are due to be in the area soon and would confirm when the works would be carried out. They would also consider any snagging issues at the same time.

## **(2) Land at Chapel Lane Elm (Minute 73/18(5) refers)**

Nothing further has been heard in respect of progress. The solicitors had been put in funds in anticipation of completion.

### **Public Forum**

A parishioner asked about the VAS in Coldham that had been knocked down. The Clerk confirmed that she had finally received a response from CCC about the knocked down highway furniture. They had confirmed that they do not reinstall any knocked down equipment. This issue was on the Agenda under Item 15.

It was also reported that there were issues with the bus service not turning up at times and Parishioners were being stranded in Wisbech and unable to get home. Some of these were affected by physical disabilities. The Clerk confirmed that she would contact Stagecoach.

The Clerk confirmed that she had emailed the Fenland Safety partnership by email but had not heard anything further from them about concerns expressed about speeding in the Parish.

The issue of the vehicles on the highway verge at Station Road in Coldham was also discussed and the Clerk confirmed that she would report the matter to CCC and the PCSO.

A Parishioner asked about the maintenance of the Defibrillators in the parish. The Clerk confirmed that she would be responsible for the maintenance of the one in Friday Bridge but not the one at Elm School. She confirmed that she would have a discussion with someone at the school about signage to advertise that the Defibrillator was at the school.

A Parishioner asked about the issue of stickers on wheelie bins as he had spoken to a contact at Bedfordshire Police Road Traffic who believed they were illegal. The Clerk confirmed that she would investigate the issue further.

A Parishioner asked if the tendering process for the Friday Bridge Play Park met with EU legislation. The Clerk confirmed that the tendering process had been led by FDC and it had been a very strict rigorous process following strict guidelines and she believed that this was in line with current legislation/guidelines.

## **86/18 Planning Applications**

**F/YR18/0556/RM – Reserved Matters application relating to the detailed matters of appearance, landscaping, layout and scale pursuant to outline planning 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.**

***Members resolved that the Application be supported.***

**F/YR17/0761/O**

**Outcome of Appeal Decision in respect of Land North of 39 March Road Rings End Guyhirn –**

The Clerk reported that the outcome of the Appeal to the Planning Inspectorate was that the Appeal was dismissed because the development would be contrary to the relevant policies of the Council.

***Outcome for information only.***

**F/YR18/0890/A – Display of 2no externally illuminated signs to front and side elevations at the Sportsman Main Road Elm PE14 0AG.**

***Members resolved that the Application be supported.***

### **87/18 Reports from District and County Councillor(s)**

Cllr. Sutton reported that he was still chasing on the Colletts Bridge signage but he still did not have an installation date yet.

Birch Grove drainage issues continue to appear to be resolved although there are still works to be done.

Flooding issues at Back Road are still ongoing and it appears to be a complicated situation. There was an order placed for works to be carried out but this had been cancelled and reordered twice. It is hoped that the works will now be done in the next couple of weeks.

He also mentioned about the wheelie bin stickers issue and he had sent the Clerk details of a website that produced them. He said that the parishioner that he knew in Friday Bridge was prepared to have a sign in their garden if the Council agreed to this.

He felt that it would be sensible to check this with Cambridgeshire Police about the labels.

### **88/18 Hire of Village Hall for Golden Age Fair**

Cllr Sutton asked that the Council fund the cost of the room hire at Tower Hall Friday Bridge for the event on the 11<sup>th</sup> December, 11am to 2pm.

Members resolved to agree the funding of £65.00.

### **89/18 CCC Gritting Scheme**

Members discussed the scheme and resolved not to promote it within the Parish.

### **90/18 UK Age Concern**

The Warden Scheme was discussed and Members requested the Clerk to ask the Co-Ordinator to come to the November meeting to give them more details and answer any questions that they may have.

### **91/18 Open Spaces (including the cemetery) within the Parish**

No issues were raised. Members wished to note that they were pleased with the maintenance works being carried out at the Cemetery.

Members resolved that the Specification could go out to Tender and they would then consider the costs after replies were received from Contractors.

No further details were received prior to the meeting in respect of quotes/details for the gates and barriers. The issue of the gates into the Play Area in Friday Bridge were discussed and two Councillors agreed to meet on site to discuss the matter further.

### **92/18 Police Matters**

Members discussed the report received from the PCSO and noted its contents.

### **93/18 Financial Matters**

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

<b>ELM PARISH COUNCIL</b>		
<b>Income &amp; Expenditure</b>		
<b>16 October 2018</b>		
<b>Income</b>		
<b>Payer</b>	<b>Description</b>	<b>Amount £</b>
National Savings	Interest Received	83.23
Tenant	Cottage Rent	595.00
Fenland District Council	Precept	34,396.00
Cottage Rent Deposit Account	Interest Received	0.36
<b>Total</b>		<b>35,074.59</b>
<b>Expenditure</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
NEST	Clerk Pension	259.01
idverde	Grounds Maintenance	1,240.00
PKF Littlejohn	Audit Fee	360.00
DA Pest Control	Control of moles	60.00
Fenland District Council	Wheelie bins emptying	184.27
Turner Contracting Ltd	Works to Cottage	270.00
Came & Co	Insurances	194.54
CB	Security - Playing Field Elm	100.00
CL Butcher	Salary & Expenses	578.26
HAGS-SMP Ltd	Fridaybridge Rec Grd Equipment	13,539.31
<b>Total</b>		<b>16,785.39</b>

## Elm Parish Council – Quarter two financial position 2018/19

Parish Council's receipts and payments position as at 30 September 2018

Receipts	£		Payments	£
Burial fees	6,139.50		Clerk's costs	6,934.78
Agricultural holdings			Burial grounds	1482.77
Concurrent functions			Election fees	0.00
Interest from accounts	494.74		Miscellaneous/general expenses	
Cemetery Cottage	3,570.00		General admin. costs	750.50
Precept	68,792.00		Cemetery Cottage	
Council tax Support Grant	2,653.00		Playing fields maintenance	3,011.18
Electricity wayleave	38.05		Friday Bridge Play Area	101,622.25
Grants from FDC Friday Bridge Play Area	87,540.00		Pocket parks maintenance	738.07
Misc. Charity Don for Defib.	1,531.59		Open spaces maintenance	6,647.89
			Section 137 payments	1,841.11
			Insurances	2,743.86
			Affiliation fees	100.00
			War memorials/Clock Tower	1,791.76
			Agricultural holdings	147.51
			Chairman's allowance	320.00
			Street lighting	
			Fixed assets	
			Highway Safety	
			VAT	18,589.44
<b>Total</b>	<b>170,758.88</b>		<b>Total</b>	<b>146,721.12</b>

Members decided

- (1) that the income of £35,074.59 be noted and that the expenditure of £16,785.39 be authorised
- (2) Members noted the Bank Reconciliation report for September 2018.
- (3) Members noted the contents of the Quarter Two Report.

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 £16,000. This is for the following items:-

- Cost of replacement street lighting lantern x 3
- Placing of three litter bins in Elm/Fridaybridge
- LHI Payments
- Community Centre Admin. Costs.

### **94/18 S137 Grant Request**

Members discussed the Application from Cambridgeshire Search & Rescue.

The Clerk who is connected with the charity gave brief details of its work in the County. She then left the meeting whilst the matter was discussed.

Members resolved to grant the sum of £300 for this charity which has been active in the parish over the past year.

### **95/18 Privately Funded Highway Initiative**

Members discussed the fact that the VAS in Coldham was not going to be replaced by CCC after it was knocked down in an accident last winter. Members resolved that the Clerk contact CCC to request the costs for a replacement pole and a new VAS. Initially it was felt that a new pole should be installed to enable the VAS currently used in Elm to be regularly moved to Coldham. Members would then consider the purchase of another VAS in the future depending on costs and funds available.

It was mentioned by a Parishioner that Elm Speedwatch had been negotiating with the Company that supplied the MVAS for Elm, for another one. The Clerk said that she would look into this and report back to the next meeting.

### **96/18 Street Lighting Repairs Decision**

At the September meeting the Clerk introduced an urgent matter due to the number of recent reports of street lights reported as not working in the Parish.

Members resolved to ratify the decision made at that meeting that the Clerk approach ETL and ask them to prioritise those lights under the maintenance works and carry out necessary repairs/replacements.

### **97/18 Correspondence**

There had been a form in from FDC Elections team and this was discussed and the Clerk confirmed she would complete the form and return it.

The Clerk confirmed that there had been one objection received by the External Auditor to the Accounts for the financial year 2017-18. They were therefore unable to sign off the accounts until they had dealt with those matters. The Clerk had not received details of what the issues were. There was some paperwork to go on the Noticeboard which should have been put on the Website by the 30<sup>th</sup> September 2018. The Clerk only realised this was the case after speaking to the Auditor today. She confirmed that this would go on the Noticeboards and Website by the end of the week.

A request had been received from a Parishioner for the name of a relative to be added to the War Memorial in Elm. The Council wished to have more details as to the legalities of this and would consider it at the next meeting.

The Chairman confirmed that the next meeting was 13 November 2018 at 6.00pm.

### **98/18 Resolution to Exclude the Press and Public**

Members resolved to exclude the Press and Public due to the confidential nature of the following two items

### **99/18 Allotment Review**

Further information is required before a decision can be made on the site.

This would be considered again at the next meeting.

**100/18 Monitoring Officer**

This matter was postponed to the November meeting a no response had been received from the Monitoring Officer prior to the meeting.

Meeting closed at 7.52pm.

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

Date:

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