

# ELM PARISH COUNCIL

## MINUTES OF MEETING

20 February 2018 – 6.00 pm.

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

**In attendance:** District Councillors Ms Tanfield and Sutton

**Apologies:** Councillor Miss Ferguson

### 144/17 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.

### 145/17 Co-Option of new Members to the Council

Applications were received previously in writing from Mr Timothy Butcher and Mr Nick Pooley to fill two of the vacancies on the Council. Mr Butcher gave a brief address to the Council. Mr Pooley was unavailable due to work commitments but he has previously been a Councillor and Chairman of the Council. Members resolved to appoint them both to two of the three vacancies.

### Public Forum

Questions were raised by Parishioners in respect of the Precept that had been set at the last meeting and the reserves held for street lighting. In addition the anticipated expenditure on the Cemetery.

The Clerk reported that there were two major issues facing the Parish in the next financial year, namely the Cemetery and Street Lighting. The Cemetery is almost full and the additional area needs marking out as soon as possible. It had been suggested by a previous Councillor that the Council set out the Cemetery like the one at Leverington which is laid out with a concrete base for the headstone and no additional monuments are allowed. This will result in less maintenance and potential issues.

The Clerk confirmed that there have been no decisions made as to how much will be spent on the Cemetery and that the costs of the new street lighting contract were also currently unknown.

When the anticipated costs for the Cemetery scheme are known this would come back to the Council for a decision. This will be put on the Agenda as an item for discussion. The plans are currently being drawn up and thereafter tenders would be sought from Contractors as to the costs for the works.

A Parishioner asked why there is only 15 Minutes for the Public Forum. He was informed that this is what the Council allows for comment by the public. This was usually enough time for the number of those wishing to speak. This may overrun on some occasions and at this meeting was extended to 23 minutes.

(Please note there is no statutory requirement for a public forum. The Council allows 15 minutes in its Standing Orders).

## 146/17 Minutes of January Meeting

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

## 147/17 Progress on actions from minutes of last meeting

### (1) Play equipment provision in Fridaybridge (Minute 132/17 (1) refers

The Clerk confirmed that two Contractors had been chosen to carry out the works to the Playground. The Contract was awaited from WREN before the Contractors were given the go-ahead to start the works.

### (2) Speeding across the Parish (Minute 132/17(2) refers

A report was received by email from the Speedwatch Co-Ordinator about Speedwatch activity and this would be added to the Website. Councillor Stokes said that he was pleased to note that speeds were coming down.

### (3) & (4) Local Highway Improvements schemes – Elm & Fridaybridge (Minute 132/17(3) & (4) refers)

Nothing further to report at this time.

## 148/17 Police matters

The following report was received from the Police for the month of January. We have been busy during January with the weather and the problems it brought with it. PCSO's were busy all over the county cutting down fallen trees and branches, and moving general debris from roads and pathways that the high winds caused. The high winds also contributed to chaos on some of our roads with overturned Lorries blocking some of the more major roads.

### **CRIMES REPORTED IN ELM – JANUARY 2018**

1 X Burglary

### **CRIMES REPORTED IN FRIDAY BRIDGE – JANUARY 2018**

1 X Theft from motor vehicle  
1 x Criminal damage to dwelling

### **CRIMES REPORTED IN COLDHAM – JANUARY 2018**

I am pleased to advise there were no reported crimes in Coldham

### **CRIMES REPORTED IN RINGS END – JANUARY 2018**

I am pleased to advise there were no reported crimes in Rings End

Crime statistics can also be found on the following websites:-

[www.cambs.police.uk/help/crimemaps/](http://www.cambs.police.uk/help/crimemaps/)

[www.ukcrimestats.com/Police\\_Force/Cambridgeshire\\_Constabulary](http://www.ukcrimestats.com/Police_Force/Cambridgeshire_Constabulary)

## **GENERAL CONCERNS**

Hare coursing remains a problem in the rural areas, and this is being carried out both during the day and in the evening – using vehicles with spotlights.

There has been an increase of rural burglaries and thefts during January, so please remain vigilant, and if you see anything suspicious, please contact the Police.

I am continuing with rural patrols to try to combat some of the issues.

If you see anything suspicious, or have any information regarding any of these issues, please contact 101, or 999 in an emergency.

### **149/17 Planning Applications**

No Applications were received in time for the meeting.

### **150/17 Reports from District and County Councillors**

Councillor Sutton confirmed that works were due to be carried out at Grove Gardens today. The works were to clear out the pond and line it as far as he was aware.

Birch Grove flooding problems were now in the process of being sorted out as soon as possible. This has been going on for approx. 4 years. The ditch which was causing some of the issues was going to be cleared out.

He said that the County Council like to replace a tree every time they cut down a tree. He asked for suggestions from Parishioners and Members where they would like the trees to go in the village.

Councillor Sutton confirmed that he has not been selected to stand in the Elections in 2019 for the Conservative Party and had also lost his position in the Cabinet but was happy to be sitting in the backbenches and would continue to do the best he could for Parishioners until 2019.

Councillor Tanfield said that she was obviously delighted that the Fridaybridge scheme was going ahead shortly as this had been included in her Election leaflet when she stood for election in 2014, along with the Elm play area. The Community garden is going to be included in the Scheme and she hoped this would be embraced by the whole community.

She further mentioned that she had not retained her Cabinet post but she was still here for all the residents until 2019.

Members noted District Councillor Ms Tanfield and Councillor Sutton's comments.

### **151/17 Open Spaces (including the cemetery) within the Parish**

Clerk confirmed that the Contractor is expected to start work on the Cemetery Dyke on the 26<sup>th</sup> February. A number of people had paid for their part of the Dyke to be done and those who haven't paid will not have their area cleared. Concerns were raised by a Parishioner about spraying the area and this will be kept to a minimum.

Councillor Stokes raised the issue of the state of the footpath 72/8 and asked that the Clerk write a letter raising his concerns with the County Council.

Concerns were also raised in respect of the state of the footpath leading to land at the rear of Elm Cemetery. The Clerk said that she would see what she could find out about the works carried out and report back at the next meeting.

### **152/17 Future of old towpath – Chapel Lane Elm**

A discussion took place in respect of the proposed sale of land at Chapel Lane Elm.

Members resolved to do what they can to secure the land in partnership with Emneth Parish Council.

Further information was awaited from Councillor Humphrey from Norfolk County Council.

#### **153/17 Dogs in Children's Play area Elm**

Councillor Stokes raised the fact that there was a large dog in the play area in Elm despite the fact that there are signs asking that dogs are not taken into the play area. An email was received from FDC confirming that there was the possibility of a Dog Control Order for the play area.

Members resolved to approach FDC to request an Order is put in place.

#### **154/17 Bus Shelter Provision in the Parish**

The Clerk was waiting to hear further about the bus service provision from 1st April 2018 from the County Council and would report back at the next meeting.

#### **155/17 Poster for Noticeboards**

A request was received for a poster to go on the Council Noticeboards in respect of Family Fun Activities being run by FDC.

Members resolved that the poster go on the Noticeboards.

#### **156/17 Begdale Road HGV Traffic**

The Clerk reported that issues had been raised in respect of HGV activity and speeding in Begdale Road Elm. She said that she would go back to CCC to see what if any measures could be done to help reduce the issues. She had also asked for details of the companies from those raising the matter so she could contact the companies concerned.

A Parishioner said that he had already contacted CCC and there was little or no chance of any highway measures being installed down there.

Members noted the proposed action by the Clerk

157/17 Financial Matters

<b>ELM PARISH COUNCIL</b>		
<b>Income &amp; Expenditure</b>		
<b>20 February 2018</b>		
<b>Income</b>		
<b>Payer</b>	<b>Description</b>	<b>Amount £</b>
National Savings	Interest Received	83.23
Peter Heron	Cemetery Cottage Rent	595.00
<b>Total</b>		<b>678.23</b>
<b>Expenditure</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount £</b>
NEST (DIRECT DEBIT NO CHEQUE)	Clerk Pension	30.94
RJ Warren Ltd (VAT £287.88)	Grounds Maintenance	1,727.27
Upwell Parish Council	Health Centre - Grit bin refill	29.14
Diamond Byte Solutions Ltd (VAT £7.50)	IT Support	45.00
Premier Boiler Services Ltd (VAT 62.40)	Radiator Thermostats	374.40
CL Butcher (VAT £6.16)	Salary & Expenses (INCL HMRC NI & TAX PAYMENT OF £206.56)	768.33
Turner Contracting Ltd (VAT £12.00)	Roof Repairs – Chapel	72.00
Mr E Barnard	Refund of Rights of Burial Fee	60.00
Mrs C L Adcock (VAT £19.71)	Hi Viz Jackets	118.26
<b>Total</b>		<b>3,225.34</b>

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

Members decided

- (1) that the income of £678.23 be noted and that the expenditure of £3,225.34 be authorised;
- (2) Members noted the report in of the Bank Reconciliation for January 2018.
- (3) Members resolved to ratify the decision to set the Precept for Elm Parish Council for the financial year 2018/19 at £67,646.00.
- (4) The Clerk was authorised (in discussion with the Chairman) to agree a quote for an additional light at the Parish Office to further illuminate the car park.
- (5) The Chairman reported that he and Councillor Miss Ferguson had met with the Clerk to go through the finances and they were both happy with the state of the accounts and had no issues to 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 £10,000. It is anticipated that some of these will be invoiced for by the end of the third quarter. This is for the following items:-

- Works at the Leam
- Works to the Cemetery Watercourse
- Cost of replacement street lighting lantern x 3
- Placing of two litter bins in Elm/Fridaybridge
- LHI Payments

### 158/17 Section 137 Grant Requests from Tenant at Cemetery Cottage and Fridaybridge Primary School

As part of their Christmas Lights Collection, the Tenants of the Cottage had suggested that the money be put towards the cost of a Defibrillator for the Elm. It was raised by a Parishioner that Elm Primary School already has a Defibrillator. This did not appear to be widely known about or whether it is accessible to the general public. The Clerk was asked to find out more about this and report back at the next meeting.

Members resolved to grant £2,000 to Fridaybridge School towards the cost of renovating a disused area at the school to turn into additional space for the children.

### 159/17 Adoption of Street Light at Limes Avenue Elm.

Members discussed the report from Fenland District Council in respect of the light and resolved to adopt the light as per that report. It would be added into the FDC scheme.

### 160/17 New Legislation – General Data Protection Regulation

The Clerk gave some basic details of the new legislation and how it may affect the Parish Council. At a recent training, it was suggested that the Council consider that the Clerk has a work mobile and also Members have Council email addresses rather than use their own. The Clerk would report back any further information and costings at the next meeting.

Members resolved to note the information and authorised the Clerk to find out about costs for a work mobile and Council email accounts.

**161/17 Correspondence**

The Clerk had received an email about a new Secondary School in Wisbech. They were asked if anyone would like to attend or if they wanted the Clerk to attend on their behalf. Members noted the situation and requested that the Clerk attend and report back at the next appropriate meeting.

The Chairman confirmed that the next meeting was 20 March 2018 at 6.00pm.

**162/17 Resolution to Exclude the Public and Press**

It was proposed that the Press and Public be excluded for the next item to discuss the selection of the Contractor for the Council's Grounds maintenance Contract for 2019/19.

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

**163/17 Selection of Contractor for the 2018/19 Grounds Maintenance Contract**

Members resolved to appoint a Contractor and that the Clerk notify them as appropriate.

**Meeting finished at 8.20 pm.**

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

Date: