

Elm Parish Council

Locum Clerk: Dave Gibbs
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Minutes of the meeting of Elm Parish Council held remotely on Wednesday 3 June 2020 commencing at 6.30pm

Meetings of the Parish Council are recorded by the Clerk to aid the Clerk with minute taking.
The recording is destroyed once the minutes are agreed.

Present: Cllrs Brand (Chair), Butcher, Cotterell, Feaviour, Ferguson, Griffiths, Milham, Myles and Welbourne, Sutton (FDC), Count (CCC) until 024/20, Geoffrey Hunter (Diocese of Ely) for 026/20 only and the Clerk, D Gibbs

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| 017/20 | Apologies for Absence <i>Apologies for absence were received and approved for Cllrs Bunting and Dalliday.</i> |
| 018/20 | Members Code of Conduct The Chair reminded members of the need 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. |
| 019/20 | To receive Declarations of Disclosable Pecuniary Interest regarding items on the agenda Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012. Members were reminded that all dispensation requests must be made to the Clerk prior to the meeting and that unless the member has obtained a dispensation, he or she cannot discuss or vote on the matter and must leave the room whilst the matter is being debated or voted on. <i>There were no declarations of disclosable pecuniary interest relating to items on the agenda.</i> To receive Declarations of Non-Disclosable Pecuniary Interest or a Non-Pecuniary Interest <i>There were no declarations of non-disclosable pecuniary interest or a non-pecuniary interest relating to items on the agenda.</i> |
| 020/20 | Public Forum No members of the public participated in the meeting. |
| 021/20 | Vacancy for the Clerk and Responsible Financial Officer The Chairman advised members that Alan Melton had been interviewed and offered the role of Clerk and Responsible Financial Officer. The Clerk had taken Mr Melton on a tour of the parish to familiarise him with all of the key locations. Mr Melton requested more time to consider the Council's offer. |
| 022/20 | Minutes of Meeting held on Wednesday 6 May 2020 <i>It was resolved that the minutes be approved as a correct record of the meeting.</i> |
| 023/20 | Matters Arising from the Minutes The Knotweed on the canal towpath has been sprayed by a contractor and will be re-sprayed later in the year. Dog fouling remains an issue. Members agreed to purchase two dog bins to be placed in suitable locations along the towpath. The ownership and occupation of several parcels of canal land needs clarification. The Clerk offered to work with the volunteers to prepare and submit a Land Registry search. |

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| 024/20 | <p>District and County Councillor Reports</p> <p>Cllr Count (Cambridgeshire County Council) thanked members for inviting him to the meeting and explained that his commitments as Leader of the County Council make it difficult for him to attend on a regular basis, but he is always available to assist when required. He thanked everybody who has assisted with the response to the Coronavirus outbreak and explained the various levels of support provided by Government, County and District Councils working together to support the 18,500 shielded residents and many thousands more self isolating. The testing programme is managed nationally, but data is being provided to enable the County Council and Health Authority to respond to any increase in cases. Both the County and the District are now recording very low numbers by comparison with neighbouring areas and the country as a whole, but there are concerns about the possible negative impact of the easing of restrictions. The core advice about hand washing and distancing remains important. Schools are reopening, based on their individual plans and circumstances, but the Education Authority is offering parents the freedom to make their own decisions regarding attendance. Finally, he confirmed that the Tower Hall had been successful in securing funding of £36,000 from the County Council's Communities Capital Fund.</p> <p>Cllr Sutton (Fenland District Council) paid tribute to everybody who has assisted with the provision of food and medication to vulnerable residents of the parish, including the WI and Fenmarc. Following the previous meeting, he had reported the accumulation of loose straw through the village to Cambridgeshire Highways. The Tower Hall Management Committee is proceeding with the plans for an extension to the front of the building and the Parish Council is being invited to contribute to the project.</p> |
| 025/20 | <p>Police Matters</p> <p>No report has been received.</p> |
| 026/20 | <p>All Saints Church</p> <p>Geoffrey Hunter, Head of Church Buildings, Diocese of Ely, joined the meeting to discuss options for the wider use of All Saints Church as a community building. He clarified that he was not representing the Parochial Church Council of All Saints, who will have the final say over any new arrangements. He explained several different models for dual use from other churches within the Diocese, managed either by the PCC, or a committee of the PCC, or a new organisation taking a lease on the building. The building has toilets, a kitchen and meeting room, but further work is required to remove pews, improve access for people with disabilities and provide suitable heating. As a Grade 1 listed building, all works must be overseen and undertaken by suitably qualified people with historic buildings experience. Car parking would be an issue. The churchyard is closed and untended grave stones could be relocated to make additional space.</p> <p><i>Members resolved to continue the dialogue with the PCC.</i></p> |
| 027/20 | <p>Council Website</p> <p>The Clerk reported that he had been working with the hosting company to develop a new website capable of amendment by the Clerk and others. The new site is now available for members to view and it is hoped that it will be ready to go live before the next meeting.</p> |
| 028/20 | <p>Birch Grove Open Space</p> <p>Cllr Sutton had approached Clarion Housing to ascertain whether they would be willing to transfer the land at Birch Grove to the Parish Council. Whilst they expressed a desire to renounce ownership, it was apparent that the cost would be prohibitive. The Land Registry title map shows that Clarion's title does not include the full extent of the plot. The Clerk was asked to investigate whether the remainder of the plot lies within a different registered title.</p> |
| 029/20 | <p>Planning Applications</p> <p>Members considered the following applications:</p> <p>F/YR20/0398/RM - Reserved Matters application relating to detailed matters of access, appearance, landscaping, layout and scale pursuant to appeal decision APP/D0515/W/19/3230692 (F/YR19/0123/O) for the erection of a 2-storey 4-bed dwelling with garage - Plot 6, Land South of 6 Fridaybridge Road, Elm</p> <p>F/YR20/0399/F - Erect a 1-bed detached annexe ancillary to main dwelling - Kempton House, The Conifers, Bar Drove, Friday Bridge</p> |

| | <p>F/YR20/0419/TRCA - Works to 1 x Taxus Tree within a conservation area - The Limes, Begdale Road, Elm <i>Members resolved to offer no objection to the above applications.</i></p> <p>F/YR20/0458/F - Change of use of land to a 6no pitched travellers site involving the siting of 6 x mobile homes and 8 x touring caravans and 6 x utility buildings with associated works (part retrospective) at Land North West of Nemphlar, Begdale Road, Elm <i>Members resolved to object to the above application citing over development, traffic concerns, flooding, no access to facilities, proliferation of traveller sites and future expansion.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 030/20 | <p>Financial Matters:</p> <ol style="list-style-type: none"> <i>The internal accounts for 2019/20 were approved.</i> <i>The Governance and Management Risk Assessment was reviewed and approved.</i> <i>The Annual Governance Statement 2019/20 was approved and signed.</i> <i>The Accounting Statements 2019/20 were approved and signed.</i> <i>The Register of Assets as at 31.3.20 was reviewed and approved.</i> <i>The Internal Audit Report has not been received. It will be considered at the July meeting.</i> <i>The period for the exercise of public rights was confirmed as 15 June to 24 July.</i> <i>The Clerk provided a draft income and expenditure summary as at 31 May, showing income of £21,561.85 and expenditure of £27,090.83, resulting in a shortfall for the year of £5,528.98 and total funds held of £251,598.02.</i> <i>Members reviewed the insurance renewal documentation and agreed to renew the policy with AXA at a cost of £3,871.40.</i> <i>The Clerk provided details of high interest accounts from five banks. Members resolved to open a 35-Day Business Savings Account with Redwood Bank and to transfer the sum of £80,000 from the Barclays Community Account into the new account.</i> <i>Members resolved to add the Vice Chair to the Barclays Bank mandate.</i> <i>Cllr Sutton reported that planning permission had been granted for the Tower Hall extension. Funding will come from a number of sources. The likely cost of the project will not be known until quotes are obtained, but it is expected to be in excess of £50,000. Members resolved to contribute £10,000 now, with the possibility of an additional contribution of up to £5,000 when the final costs are known.</i> <i>Members resolved that the expenditure for June 2020 detailed below be approved.</i> <table border="1" data-bbox="199 1310 1513 1563"> <thead> <tr> <th>Ref No.</th> <th>Cheque No.</th> <th>Payee</th> <th>Expenditure</th> <th>Gross</th> <th>VAT</th> <th>Net</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>703036</td> <td>Came & Company</td> <td>Insurance</td> <td>3,871.40</td> <td>-</td> <td>3,871.40</td> </tr> <tr> <td>9</td> <td>703037</td> <td>Tamar IT Ltd</td> <td>Website hosting</td> <td>96.00</td> <td>16.00</td> <td>80.00</td> </tr> <tr> <td colspan="4">June 2020</td> <td>3,967.40</td> <td></td> <td>3,951.40</td> </tr> <tr> <td colspan="4">VAT</td> <td></td> <td>16.00</td> <td></td> </tr> </tbody> </table> | Ref No. | Cheque No. | Payee | Expenditure | Gross | VAT | Net | 8 | 703036 | Came & Company | Insurance | 3,871.40 | - | 3,871.40 | 9 | 703037 | Tamar IT Ltd | Website hosting | 96.00 | 16.00 | 80.00 | June 2020 | | | | 3,967.40 | | 3,951.40 | VAT | | | | | 16.00 | |
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| 031/20 | <p>Correspondence</p> <p>The Clerk reported on items of relevance to members (not otherwise covered by items on the agenda):</p> <p>March Area Transport Study – looking at transport and access improvements in March. Options identified in earlier study to go to public consultation until 28 June at https://futuremarch.consultation.ai/ with survey at https://consultcambs.uk.engagementhq.com/future-march</p> <p>3000 Trees – Cambridge and Ely Extinction Rebellion have 3000 oak tree saplings to give away this winter.</p> <p>5G Rollout – Damian Curtis, Cambridge resident, highlighting potential health implications of 5G rollout.</p> <p>A47 Guyhirn Junction Improvements – update on scheme progress.</p> <p>Street Lighting – several reports, including all of Birch Grove, outside Fenhaven, Back Road, Elm, FPC13 Fridaybridge Road, FPC1, 2 and 3 Church Road, Fridaybridge, FPC 5 Maltmas Drove, Fridaybridge, FPC1 All Saints Close, FPC5 Well End, Fridaybridge.</p> <p>Coldham Defibrillator – a resident has offered to attach the defibrillator to a garden wall with a power supply. The Clerk has asked Balfour Beatty to provide a quote for installing it in the bus shelter. Once this quote is received, a decision can be made on the preferred location.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 032/20 | Date of Next Meeting Members resolved to alter the date of future meetings to the second Wednesday of each month. The next meeting will take place on Wednesday 8 July. |
| 033/20 | Items for Future Agendas Members were invited to put forward items for discussion on future agendas. No items were nominated for discussion. |
| 034/20 | Close of Meeting The meeting closed at 9.00pm |