

Elm Parish Council

Clerk: Suzanne England
Church Lodge, Church Lane, Tydd St Giles, PE13 5LA
Tel: 07471 235906 Email: clerk@elm-pc.org.uk

You are hereby requested to attend a meeting of Elm Parish Council to be held remotely on Thursday 7 January 2021 commencing at 6.30pm. The business to be dealt with at the meeting is listed below in the agenda.

There will be a public forum [maximum 15 minutes] prior to the commencement of agenda items when members of the public may make a short statement or raise enquiries relating to Council matters.

Suzanne England

Clerk to Elm Parish Council

If you wish to participate in the meeting, please contact the Clerk before noon on the day of the meeting to make the necessary arrangements.

Please note that meetings of the Parish Council may be recorded by the Clerk to aid the Clerk with minute taking. The recording is destroyed once the minutes have been agreed.

01/21	To receive apologies and consider the approval of reasons for absence																				
02/21	Members Code of Conduct <i>Members are reminded 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.</i>																				
03/21	Declarations of Interest – to receive declarations of disclosable pecuniary or other interests <u>not previously notified to the Monitoring Officer</u> and/or consideration of any written request for dispensation <i>All Dispensation requests must be made to the Clerk prior to the meeting. 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>																				
04/21	Signing of Minutes – To review and resolve on minutes of meeting held on Thursday 10 December 2020 as a correct record of the meeting.																				
05/21	Membership of the Council - To consider a request received from an applicant for co-option onto the Council.																				
06/21	Police Matters - To receive a report from the local policing team and/or the monthly police/council meeting.																				
07/21	District and County Councillor Reports - To receive reports from Cllrs Sutton and Tanfield, French and Count.																				
08/21	Clerk's Report – The Clerk to provide an update on matters not included elsewhere on the agenda, if appropriate.																				
09/21	Financial Matters <ol style="list-style-type: none">To note sums received since the last meeting.To approve Financial Report for quarter ended 31 December 2020.To approve 2021-2022 BudgetTo approve the Parish Precept submission for 2021-2022.To receive report from Clerk concerning outstanding charges raised by Wave (Anglia Water) for water supply at Elm Cemetery and resolve on appropriate action.To approve expenditure for January 2021, as detailed below; Schedule of accounts for payment 7 January 2021: <table border="1"><thead><tr><th>PAYEE</th><th>DETAIL</th><th>NET</th><th>VAT</th><th>TOTAL</th></tr></thead><tbody><tr><td>Tamar IT</td><td>M'soft Office 365 Package</td><td>£78.33</td><td>£15.67</td><td>£94.00</td></tr><tr><td>Idverde Ltd</td><td>Hole repair - FB P. Field</td><td>£28.00</td><td>£5.60</td><td>£33.60</td></tr><tr><td>Mrs S England</td><td>Clerk's Salary</td><td>£1,453.42</td><td></td><td>£1,453.42</td></tr></tbody></table>	PAYEE	DETAIL	NET	VAT	TOTAL	Tamar IT	M'soft Office 365 Package	£78.33	£15.67	£94.00	Idverde Ltd	Hole repair - FB P. Field	£28.00	£5.60	£33.60	Mrs S England	Clerk's Salary	£1,453.42		£1,453.42
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10/21	<p>Correspondence</p> <ul style="list-style-type: none"> • Items of correspondence for comment/resolution <ol style="list-style-type: none"> 1. Email from parishioner – queries concerning mobile vehicle speed activation signs and 20 mph flashing units at Elm School. SEE AGENDA ITEM 14/21 • Items of correspondence for information purposes <ol style="list-style-type: none"> 1. Cambs County Council – Covid update 2. Census.gov.uk – Promotional information 																				
11/21	<p>Planning Applications</p> <p><i>Any applications received after publication of the agenda to be reviewed and a draft response confirmed; subject to ratification by resolution at the next meeting.</i></p> <p>F/YR20/0940/F – Revised proposals in respect of change of use of land for use as a car park, erection of boundary & acoustic fencing and siting of storage container (part retrospective) at, land west of The Sportsman Public House, Main Road, Elm.</p> <p>The revision is – <i>New description of proposed development, new site layout with acoustic fencing, revised Design & Access Statement; including container and boundary fencing plan and detail for acoustic fencing.</i></p> <p>F/YR20/1188/F – Development of 3 x 2-storey dwellings at land north east of Eastleigh, Elm Low Road.</p>																				
12/21	<p>Highways & Footways</p> <ol style="list-style-type: none"> 1. Update on outstanding/ongoing matters; <ul style="list-style-type: none"> • A47 Improvement works, Guyhirn – further Teams update meeting on 20 January 9-10am. 2. To report any new matters 																				
13/21	<p>Policies & Procedures – To approve and adopt; (drafts as circulated)</p> <ol style="list-style-type: none"> 1. Code of Conduct for Members 2. Data Protection Policy 3. Equality & Diversity Policy 4. Complaints Procedure 5. Disciplinary Policy 6. Grievance Policy 																				
14/21	<p>Speed monitoring equipment – To resolve on the formation of a working party to (i) take responsibility for re-charging and relocating MVAS, (ii) re-programming 20 mph flasher units at Elm School.</p>																				
15/21	<p>Cemetery Chapel – To resolve on tenders received for design of proposed conversion.</p>																				
16/21	<p>Cemetery improvement works – To receive update concerning on-site meeting with members of Hundred of Wisbech Drainage Board.</p>																				
17/21	<p>To resolve on quotes received for removal of asbestos sheets on Canal Towpath</p>																				
18/21	<p>To resolve to authorise; (i) the expenditure for, (ii) the commissioning of; a specialist tree survey and report.</p>																				
19/21	<p>To receive requests from members for items to be included on the next agenda</p>																				
20/21	<p>To resolve on date and format of next meeting</p>																				
21/21	<p>To resolve to enter closed session in order to consider the following agenda items on the grounds of confidentiality. By virtue of; The Public Bodies (Admission to Meetings) Act 1960 1 (2).</p>																				
22/21	<p>Legal matters associated with alleged breach of planning legislation – To receive update and resolve on appropriate further action.</p>																				
23/21	<p>Close of Meeting</p>																				