

# Elm Parish Council

## Minutes of the meeting of Elm Parish Council held remotely on Thursday 8<sup>th</sup> April 2021 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, Cotterell, Feaviour, Ferguson (Acting Chairman), Goodley (co-opted), Griffiths, Hopkin, Milham, District Councillor Sutton, Parish Clerk; S England.

- 71.21 At the request of Cllr Brand (elected Chairman) it was resolved for Cllr Ferguson to act as Chairman for the meeting.  
**Apologies** – Apologies were reported for Councillors Butcher, Dalliday, Vale and Welbourne. Council resolved to accept their reasons for absence.
- 72.21 **Code of Conduct** – The Chairman reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.
- 73.21 **Disclosable interests and requests for dispensation** – Cllr Griffiths advised his interest in agenda item 10v.
- 74.21 **Open Forum** – No members of the public present.
- 75.21 **Review and approval of Minutes** – Council resolved to approve minutes of meeting held on 11<sup>th</sup> March 2021 as a correct record.
- 76.21 **Council Membership** – Mr Michael Goodley was introduced as a candidate for co-option onto the Council. Mr Goodley was thanked for the clearance work he had undertaken voluntarily at Halfpenny Lane.  
18.40pm – Mr Goodley was excluded from the meeting in order for Council to consider his application.  
It was resolved unanimously to approve Mr Goodley's co-option onto the Parish Council.  
18.45pm – Cllr Goodley re-joined the meeting; the Chairman welcomed him to his new role.
- 77.21 **Police matters** – Cllr Griffiths advised he was waiting for a summary of the recent Police/Council meeting. It was noted that a speed camera had been present in Elm earlier that day.
- 78.21 **District Councillor's Report** – Cllr Sutton welcomed Cllr Michael Goodley to the Parish Council. He further advised; the direct debit discount for garden waste collection would be extended to the end of April; legal proceedings were currently taking place in order to determine a way forward concerning the legality of 'virtual' meetings being held after 6<sup>th</sup> May 2021; with regards to caravans sited on land adjacent to the official Newbridge Lane site, it was understood that [allegedly] the landowner was taking legal action; residents in Bar Drove had suggested a suitable location for a new dog waste bin (to be discussed further under agenda item 17).
- 79.21 **Clerk's Report** – The Clerk reported as follows – works to extend burial facilities at the cemetery had been completed, as had shuttering to support a grave located on the cemetery dyke edge; a draft design for proposed conversion works at the cemetery chapel would be ready for the May meeting; meetings had been arranged with contractors to discuss options for new safety surfaces at the Elm play park; new locks had been fitted to the portacabin, security fencing and field gate at Begdale; improvement works at Coldham lay-by were due to commence in a few weeks' time; Barclays Bank had been chased again concerning arrangements for Cllr Ferguson to access online banking facilities; Anglian Water had confirmed it would make arrangements for ivy and tree branches to be removed from the streetlight located opposite Friday Bridge School; the seat had been removed from zipwire at Friday Bridge playing field as it was falling dangerously low – thanks to Idverde for making the equipment safe.

## 80.21 Financial Matters

1. The Clerk advised the following sums had been received since the last meeting; Burial fees £596.00, Cemetery Cottage rent £650.00, Interest £0.77, Emneth Parish Council (Contribution towards asbestos removal) £125.00
2. Council resolved to approve expenditure for April as detailed below;

PAYEE	DETAIL	NET	VAT	TOTAL
Idverde Ltd	Grounds maint. Mch 21	£1,145.40	£229.08	£1,374.48
Balfour Beatty	Streetlight repairs	£1,244.39	£248.88	£1,493.27
Pro-edge				
Construction	Cemetery extension works	£2,290.00	£458.00	£2,748.00
Pro-edge		£715.00	£143.00	
Construction	Grave shuttering			£858.00
Anglia Locksmiths	Cemetery padlock removal	£60.00	£12.00	£72.00
Fenland Fire		£115.00	£23.00	
Appliances	Fire Equipment servicing			£138.00
Wave	Cemetery Water Rates	£41.01		£41.01
KL Internal Dr Board	Agricultural Drainage Rates	£70.65		£70.65
Tamar IT	Website re-configuration	£40.00	£8.00	£48.00
Mrs S England	Clerk's Salary	£1,182.28		£1,182.28
Mrs S England	Clerk's Expenses	£252.06	£27.05	£279.11
HMRC	Tax & NI - Month 1	£199.03		£199.03
Nest	Pension Contr. 6/4-5/5	£97.41		£97.41
Confirmation of payment approved in principle at March meeting - FDC	Collection of additional streetlight testing data	£1,240.00	£248.00	£1,488.00
		£8,692.23	£1,397.01	£10,089.24

In addition, Council resolved to approve a payment of £300.00 to Idverde for an extra cut at the cemetery.

Chairman .....

3. **Annual Accounts** – Council resolved to approve the Annual Accounts for 2020-2021 as presented.
4. **Quarterly Finance Report** – Council resolved to approve the Finance Report for quarter ended 31<sup>st</sup> March 2021. The Clerk was requested to make an amendment to details of one payment included in the draft. Cllr Griffiths left the meeting due to his interest in the next agenda item.
5. **Quotes for new gates at vehicle access, Friday Bridge playing field** – Council considered quotes submitted; it was resolved to accept a quotation of £1750.00 + VAT for installation of the new gates. Cllr Griffiths re-joined the meeting.
6. **Payment method of drainage rates** – it was resolved to approve the payment of agricultural drainage rates by direct debit moving forward.

## 81.21 Correspondence

1. Details of letter sent from parishioner to Cambs County Council Chief Executive Officer raising concerns relating to safety issues on B1101 – Councillors confirmed their support for the issues raised in the letter.
2. Email from FEET requesting authorisation for installation of owl box on 4m pole with integrated live stream camera unit. The Clerk advised that the Fenland Planning Department and Wildlife Officer had confirmed that planning permission was not required on condition that no part of the public right of way was in shot of the camera. Council resolved to support the installation.

FOR INFORMATION PURPOSES;

1. FDC email – Details of new support grant for self-employed businesses.
2. Census.gov.uk email – Information to assist with the 2021 Census.
3. Cambs County Council – Covid19 update
4. Cllr Sutton email – Details of flytipping deep clean in March 2021.
5. FDC email – Details of extreme hardship grant for businesses.
6. FDC email – Notice of Election due to be held on 6<sup>th</sup> May 2021.

#### **82.21 Planning**

1. F/YR21/0304/F – Detached double garage to front of existing dwelling at The Barn, Coldham Bank, Coldham, PE15 0BS. Council resolved to raise no objection to the application.
2. Addendum to the agenda, F/YR21/0337/O – Outline planning permission for two dwellings at land west of 207 to 215 Fridaybridge Road, Elm. Council resolved to raise no objection to the application.
3. Addendum to the agenda, F/YR21/0339/F – Application for 13 dwellings and associated works, involving demolition of existing dwelling and barns at land north and west of 47 Fridaybridge Road, Elm. The Clerk confirmed that an extension to the consultation period had been requested in order for the matter to be properly considered at the May meeting. In addition the Planning Compliance Officer had advised that as the recently installed gates and fencing were temporary, in connection to the proposed works, they were a permitted development.

#### **83.21 Highways and Footways**

Update on outstanding matters;

1. LHI application – The Clerk reported that the application for speed reduction measures to be installed along the B1101 between the Gosmoor Lane junction and the Friday Bridge Clock tower had not been successful. Councillors expressed their disappointment at the outcome and raised concerns about certain aspects of the Panel's decision making process. It was resolved for the Clerk to contact the Monitoring Officer regarding the matter.
2. Elm Low Road junction – The Clerk confirmed that she had put forward another request for a meeting with the Safety Audit Team and secondly; she would chase up the request for ivy to be removed from the telegraph pole located adjacent to the junction.
3. Sycamore tree, Halfpenny Lane – The Clerk advised details of recommendations included in the tree safety report. The relevant information would be forwarded to the property owner in order for them to make arrangements for the work to be undertaken.

**84.21 Policies and Procedures** – Council resolved to adopt the Document Management Policy; draft as circulated.

**85.21 Streetlighting** – The Clerk confirmed that an order had been placed to gather data required for completion of FDC records. Details of costs associated with repairs and maintenance under the FDC contract were presented. Item to be carried forward to the May agenda.

**86.21 Canal Towpath** – The Clerk updated Members on the outcome of a meeting attended by Cllrs Ferguson and Feaviour in conjunction with Members of Emneth Parish Council; discussions had included the subject of measures which could be implemented in order to prevent quad bikes from using the Towpath. Ideas for signage and the possible installation of kissing gates were discussed. Subject to be carried forward to the May agenda.

**87.21 Bar Drove, dog waste bin** – It was resolved to approve the installation of a dog waste bin in Bar Drove; suitable location to be confirmed by Cllr Sutton.

**88.21 To receive requests from Members for subjects to be included on the next agenda.**

1. Possible installation of dog waste bin in Fridaybridge Road, Elm.
2. Coldham Playing Field – possible transfer of lease.

89.21 **To resolve on dates for Annual Parish Council Meeting and Parish Assembly** – It was resolved to hold both meetings remotely on the evening of 6<sup>th</sup> May 2021. The Parish Assembly to commence at 6.30pm with the Annual May Council meeting following immediately afterwards.

19.54 pm – Cllr Sutton left the meeting.

90.21 **To resolve on entering 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 s. 1[2]** – Council resolved to enter closed session.

91.21 **Farm Business Tenancy, Meadowgate Field** – Council resolved to approve the new tenancy agreement and to authorise the Clerk to sign the document on Council's behalf.

19.58 pm – Cllr Goodley left the meeting due to his interest in the next agenda item.

92.21 **Canal Towpath** – The Clerk reported the contents of an email received from members of Emneth Parish Council concerning an incident which had occurred on the Towpath. Further discussions took place concerning an alleged breach of planning regulations.

Council resolved to authorise the Clerk to attempt direct communication with a person connected to the alleged breach of planning. (On condition she was supported by the Clerk from Emneth and a Councillor representative from both Parish Councils).

Council further resolved to seek expert professional advice on the situation.

93.31 The meeting closed at 8.45 pm.

Signed .....

Elm Parish Council Chairman

Date .....