

Elm Parish Council

Minutes of the meeting of Elm Parish Council held at the Portacabin, Begdale, Elm on Wednesday 9th March 2022 commencing at 6.30pm

[Meetings of the Parish Council may be recorded by the Clerk to aid with minute taking. Any such recording is destroyed once the minutes are agreed].

Present: Cllrs - Cotterell, Exell, Feaviour, Ferguson (Chair), Goodley, Griffiths, Milham & Welbourne, District Councillor Sutton, Mrs S England – Parish Clerk.

One member of the public.

- 335.21 **Apologies** – The Clerk reported apologies for Cllrs Brand, Butcher & Hopkin; Council resolved to accept their reasons for absence.
- 336.21 **Code of Conduct** – The Chairman reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.
- 337.21 **Disclosable interests and requests for dispensation** – Cllr Goodley declared his interest in agenda item 20 concerning the Canal Towpath.
- 338.21 **Open Forum** – Council resolved to suspend Standing Orders.
One member of the public requested to speak raising concerns relating to the closure of access into Friday Bridge playing field from Tower Road.
Council confirmed that it would re-visit the subject once construction at the adjacent site neared completion.
The Clerk confirmed she would investigate implied rights of way at the location, in the meantime arrangements were being made to create an access from Tower Hall carpark.
Council resolved to reinstate Standing Orders.
- 339.21 **Review and approval of Minutes** – Council resolved to approve minutes of meeting held on 15th February 2022 as a true record of proceedings.
- 340.21 **Council Membership** – The parishioner present at the meeting indicated he may be interested in the vacancy. Clerk to forward information about the role, item to be carried forward to April meeting.
- 341.21 **Police matters** – Cllr Griffiths advised as follows;
Next Police/Council meeting due to be held, 18th March. No response from police to date concerning activities of suspected drug dealers (vehicle registrations had been reported), Cllr Griffiths to chase.
The Clerk confirmed that the new Fenland Neighbourhood Inspector had been invited to the April meeting.
- 342.21 **District Councillor's Report** – Cllr Sutton reported;
Streetlight PC5 had been reported as broken and was included in FDC's repair programme; it had been confirmed that installation of metal hoops at the boundary of Henry Warby Avenue and Peartree Way had been scheduled for completion; a meeting had been held (including representatives from Highways, Drainage Board & Cllr Welbourne) to discuss joint programme of action for the drain located at the end of Birch Grove – gullies would be cleaned out once funds were available in the new financial year, further action to be investigated.
Concern raised relating to diversion routes put in place during road closures which impacted severely on Friday Bridge and Coldham residents; Clerk to raise the issue with local MP.
- 343.21 **Clerk's Report** – The Clerk reported as follows;
Proposed Chapel Conversion – full planning application submitted.
Coldham Defibrillator – Meeting had been held with electrician, awaiting quotation for installation of power supply for cabinet and sensor light.
Tree Survey & associated works – FEET had very kindly confirmed that they would undertake the more minor tasks; tree identified as requiring immediate felling at Friday Bridge playing field had toppled over during recent storms, thanks to

Idverde for arranging clearance and making the area safe; meeting arranged with Ementh Clerk in order to discuss work to be undertaken along Towpath.

Coldham layby – Edges of grass had been built up with soil; once seeded this would complete the project.

Streetlight upgrades – Garry Edwards (FDC Eng. Mgr.) had apologised for the delay in forwarding recommendations; it was hoped the information would be ready for the April meeting.

Highways – All outstanding issues were being chased on a regular basis. Photographs of severe flooding in Atkinsons Lane had been forwarded to Amanda Hill requesting a prompt investigation.

Additional litter bins – FDC was looking into proposals for new bins to be installed at Elm Low Road (Curston Close), March Road, Coldham (end of passageway to Tower Road) and bus stop on green area opp. Henry Warby Avenue.

Cemetery Records – Good progress being made in identifying/confirming location of burial plots; a number of enquiries had been received from families researching the location of very old graves, this was time consuming to investigate but in most cases plots had been identified; Clerk and Mrs Welbourne due to undertake further Scribe training during March.

Elm Village Sign – Two further update reports received; Cllr Milham had paid a further visit to Mr Barnes to provide support; repairs appeared to be progressing well.

Upcoming tasks – Clerk confirmed she would shortly be commencing work on the end of year accounts and information required for the annual audit return.

344.21 Financial Matters

1. The Clerk advised the following sums had been received since the last meeting; Rent (Cemetery Cottage) £750.00; Interest £35.58.

2. Council resolved to approve expenditure for March as detailed below;

PAYEE	DETAIL	NET	VAT	TOTAL
Idverde	Grounds Maintenance	£1,145.40	£229.08	£1,374.48
HAGS	Zip wire repair	£462.50	£92.50	£555.00
Inspire Architectural	Planning app. submission	£500.00		£500.00
Mrs Lyn Welbourne	Cem records	£325.00		£325.00
FDC	Planning fee (Cem Chapel)	£259.00		£259.00
Plusnet	Broadband	£20.89	£4.18	£25.07
S England	Clerk's Salary	£1,210.19		£1,210.19
S England	Clerk's Expenses	£169.39	£2.40	£171.79
Nest	Pension contr's	£82.82		£82.82
HMRC	Tax & NI M12	£137.88		£137.88
		£4,313.07	£328.16	£4,641.23

Chairman

345.21 Correspondence

For comment and/or resolution;

- i. Email, parishioner – request for Colletts Bridge to be recognised as a hamlet on Council's website. Resolved to approve.
- ii. Email, parishioner – request for new streetlight to be installed on telegraph pole opposite Sunnyside, Needham Bank. Council resolved for Clerk to investigate feasibility and cost.
- iii. Email, Member of public – request for name of soldier who died in Crimean War to be included on Elm War Memorial. Council resolved for Clerk to investigate.
- iv. Email requesting Cllr to act as representative on Platinum Jubilee Event Organising Committee. Council resolved to appoint Cllr Welbourne to the role.
- v. Emails, parishioner – raising issues concerning closure of access from Tower Road to Friday Bridge playing field. Matter discussed during public forum.

For information purposes (see website or contact Clerk for further details);

- i. Notice of temporary closure of Friday Bridge Post Office, 18th Feb to 14th March 2022.
- ii. Galliford Try – A47 Guyhirn roadworks February update.
- iii. FDC Elections – Electoral Roll update.
- iv. FDC Member Services, pledge support for Ukrainian Refugees.

346.21 Planning

1. **F/YR22/0160/F** – New canopy with balcony above rear of 32 March Rd, F. Bridge. Resolved; no objection.
2. **F/YR22/0180/F** – Single garage, land east of 36 Abington Grove, Elm. Resolved; no objection.
3. **F/YR22/0226/F** – 63 affordable dwellings, land north of 17-31 Gosmoor Lane, Elm. Council resolved to strongly object to the proposals in line with objections contained in the pre-consultation response letter, including issues relating to - overdevelopment of the site and Elm Village as a whole; no provision for improvements to infrastructure thereby placing additional strain on medical services, schools etc; removal of school car park (included in former proposals); highway safety; lack of transport services; issues of flooding present at the location. Members of the public to be encouraged to raise their objections via the FDC Planning Portal.

347.21 Highways & Footways

Update on outstanding matters –

- i. Confirmation of diversion route affecting Fridaybridge Rd and Wales Bank junction. Subject discussed under District Cllr's Report, see minute ref. 342.21.
- ii. Feed back from meeting held with leader of Cambs CC concerning Local Highways Improvement application process. Cllr Ferguson advised that the meeting had also been attended by representatives from Christchurch, Newton, Tydd St Giles and Leverington; discussions were positive. It was agreed that the selection process was unfair and changes needed to be implemented. Suggested that Highways should be authorised to approach Parish Councils with ideas for viable projects. Further meeting to be arranged for parishes in three months' time.

New issues –

- i. Details of new TTRO affecting Gosmoor Lane.
- ii. Clerk to investigate supply/legality of 30 mph wheelie bin stickers for use along Fridaybridge Road.

348.21 Reports from representatives of outside bodies;

FEET – Cllr Feaviour reported; The working party would be undertaking further maintenance work on 19th March; two trees had fallen during recent storms; it was hoped that wifi would soon be connected to the recently installed owl box, camera footage to be accessed via FEET Facebook page.
Thanks to the 16 volunteers who; despite atrocious weather conditions; had taken part in planting 222 trees at Begdale Field. Further planting project due to take place on Friday 11th March in the Pocket Parks and along the Towpath; all welcome.

349.21 To receive update concerning Pocket Park boundaries and resolve on action to be taken regarding low fence along Chapel Road boundary.

It was confirmed that although the parks were owned by Elm Parish Council, the boundary line was unclear and may indicate that the roadside verge belonged to Highways. However, Norfolk Highways had already advised that they took no responsibility for the low boundary fence. It was resolved for the Clerk to investigate the cost of replacing the fence with wooden bollards. Item to be carried forward.

350.21 To receive update concerning proposal to provide a community facility in Elm and resolve on appropriate action.

Members thanked Cllr Exell for the work he had undertaken in compiling the survey document. The pros and cons of each location (Church and Begdale Field) were discussed and **action was resolved as follows;**

- i. To approve the Church building as the preferred venue for the facility.
- ii. To approve the undertaking of an Assessment of Needs Survey.
- iii. To approve the content of survey document compiled by Cllr Exell.
- iv. To approve the co-option of an additional member to the working party, if further work was required.

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

No requests put forward.

- 352.21 **To resolve on date for next meeting** – It was resolved to hold the next meeting on Wednesday 13th April, 6.30pm at the Begdale portacabin.
- 353.21 **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.
8.05pm Cllr Goodley left the room due to his interest in the following agenda item.
- 354.21 **To receive update concerning alleged breach of planning regulations on Canal Towpath** (confidential due to data protection and potential legal issues). Updates concerning the matter were presented to Councillors. No further action resolved; developments to be monitored.
8.15pm Cllr Goodley re-joined the meeting.
- 355.21 **To resolve to adopt new 2021-22 staff pay scale as agreed by NALC & SLCC; backdating as appropriate.**
8.15pm The Clerk left the meeting room whilst the item was being discussed and resolved.
Council resolved to implement the new pay scale, backdating to 1st April 2021.
Council resolved to outsource arrangements for payroll.
8.25pm The Clerk re-joined the meeting.
- 356.21 The meeting closed at 8.30pm.

Signed
Elm Parish Council Chairman

Date