

Elm Parish Council

Minutes of the meeting of Elm Parish Council held at the Portacabin, Begdale, Elm on Wednesday 13th April 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 - Ferguson (Chair), Goodley, Milham & Welbourne, District Councillor Sutton, Mrs S England – Parish Clerk.

- 01.22 **Apologies** – The Clerk reported apologies for Cllrs Brand, Butcher, Exell & Hopkin; Council resolved to accept their reasons for absence.
- 02.22 **Code of Conduct** – The Chairman reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.
- 03.22 **Disclosable interests and requests for dispensation** – The following interests were declared;
Cllr Goodley - Item 21, Canal Towpath possible breach of planning.
Cllr Welbourne – Item 10 (ix), donation to Jubilee event and, Item 23, Clerk’s payroll arrangements.
Cllr Ferguson – Item 22, Tenancy arrangements for Cemetery Cottage.
- 04.22 **Open Forum** – No members of the public present.
- 05.22 **Review and approval of Minutes** – Council resolved to approve minutes of meeting held on 9th March 2022 as a true record of proceedings.
- 06.22 **Council Membership** – Co-option of potential candidate deferred to May meeting. The Clerk advised Cllr Griffiths had resigned his position as a member of the Parish Council.
- 07.22 **Police matters** – No report.
- 08.22 **District Councillor’s Report** – Deferred to later in the meeting see minute ref 15.22
- 09.22 **Clerk’s Report** – The Clerk reported as follows;
Streetlight repair – The Chair and Clerk had authorised the repair of asset ref. PC7 in Maltmas Drove at a cost of £276.96.
Security bolts fitted to kissing gates – The Chair and Clerk had authorised the fixing of additional bolts onto towpath kissing gate hinges (for security purposes) at a cost of £160.00 + VAT. Job completed.
Elm village sign – The Clerk reported latest update from Mr Barnes. He had confirmed that photographs had been taken throughout the refurbishment project in order to record the process.
Query concerning cyclists on towpath – it was confirmed that cyclists were permitted to use the towpath on condition they were vigilant when encountering pedestrians.
Streetlight, PC1 Wales Bank – Not working again despite recent repair; Clerk to report fault.
Streetlighting upgrades – Garry Edwards (Eng. Mgr. FDC) had advised that all data was in place for him to complete an inventory and make recommendations for upgrading assets.
Parish Tree Survey – The Clerk had met with grounds maintenance contractor to discuss recommended tree works.
Chapel Road/Pocket Park boundary – Clerk had met with contractor to seek quote for installation of bollards.
Garden of Rest – Plots for interment of ashes were now fully allocated. Meeting had taken place with grounds maintenance manager in order to discuss creation of additional plots in 10m exclusion zone (due to proximity to water course) of new Lawn Cemetery area (as previously resolved).
New gates & fencing at Tower Hall – meeting had taken place with contractor to discuss installation of new gates to be fitted across the driveway situated to the left of Tower Hall.
- 10.22 **Financial Matters**
i. The Clerk advised the following sums had been received since the last meeting; Precept (50%) £15,000.00; Rent (Cemetery Cottage) £750.00; Burial fees £1749.00; CRAG £350.00 (contribution towards bench at Coldham);

Interest £41.62.

ii. Council resolved to approve expenditure for April as detailed below;

PAYEE	DETAIL	NET	VAT	TOTAL
LE Exterior				
Wallcoatings	FB Clock Tower re-coating	£1,500.00	£300.00	£1,800.00
Idverde	Grounds Maint. March	£1,145.40	£229.08	£1,374.48
Uwood Bespoke	Oak bench Coldham	£700.00		£700.00
L Welbourne	Cemetery records	£403.00		£403.00
L Green Electrical	Elec maint - Cem Cottage	£110.00		£110.00
Inst of Cem Man'ment	Ann Membership Fee	£95.00		£95.00
S Hanslip	Cleaning n'boards & shelter	£65.00		£65.00
Wave	Water rates - Cemetery	£26.74		£26.74
Wave	Water rates - P'cabin	£15.03		£15.03
S England	Clerk's Salary	£1,459.13		£1,459.13
S England	Clerk's Exps (inc survey print)	£300.53	£6.90	£307.43
HMRC	TAX & NI Month 1	£429.02		£429.02
Nest	Pension contr's month 1	£151.73		£151.73
KL Int Drainage Board	Drainage rates	£72.74		£72.74
		£6,473.32	£535.98	£7,009.30

Chairman

- iii. Bank reconciliation report, quarter end 31.3.22 – Council resolved to accept the details of the report.
- iv. Budget update report, quarter ended 31.3.22 – Council resolved to accept the details of the report.
- v. Annual accounts, year end 31.3.22 – Item deferred pending completion of the accounts.
- vi. To resolve on quotation received for installation of additional waste bins – It was resolved to accept a quote of £308.74 for general litter bin at March Rd (end of Tower Road passageway) bus stop and £166.40 + VAT for dog waste bin at Curston Close/Elm Low Road.
- vii. To resolve on grant application for Citizens Advice, Rural Cambs – It was resolved to award a grant of £300.00 for CAB Rural Cambs.
- viii. To resolve on £200.00 grant application received from Elm Streetpride – Council resolved to approve the application.
- ix. To resolve on £500.00 grant application received from organisers of HM The Queen's Platinum Jubilee event – Cllr Welbourne confirmed his interest and abstained from voting, Council resolved to approve the application in principle; decision to be ratified at May meeting.
- x. To resolve on the purchase of commemorative plaques to mark HM The Queen's 'Green Canopy' Jubilee tree planting. Council resolved to approve the purchase of two plaques one for the towpath and another at Begdale field, cost £154.99 per item (signs made by veterans at RBL).
- xi. To resolve on quotation received for installation of power supply for Coldham defibrillator and photocell light. Council resolved to accept a quotation of £450.00 for the installation.
- xii. Purchase of '30 mph reminder' wheelie bin stickers. Council resolved to approve the purchase of 100 stickers at a cost of £89.00.
- xiii. Hire of disabled public conveniences for Coldham Dog Show. Council resolved to cover the cost of hiring disabled toilet for the show due to be held 28th-29th May; £140.00 plus VAT.

11.22 Correspondence

For comment and/or resolution;

- i. Email, notification of Giant Hogweed growing in garden (Parish of Emneth) adjacent to the towpath. The Clerk confirmed that Emneth PC had been informed of the issue, it was understood that their Clerk had contacted the resident concerning the matter. Clerk to seek update from Emneth.

- ii. Email, FDC Member Services – ‘Have your Say’ on proposals for new council ward boundaries in Fenland. Council resolved to confirm its view that the proposals were a complete waste of time and money and totally unnecessary.

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

- i. Galliford Try – Guyhirn Improvement Scheme, open for traffic 31st March 2022.
- ii. Draft proposals for local government boundaries – Information.
- iii. YMCA Trinity Group – New homes in Wisbech for people facing homelessness.

12.22 Planning

1. **F/YR22/0289/F** – Proposed hybrid application for Grantham to Bexwell pipeline scheme (Full planning for 95km pipeline and 4km spur), outline consent for ground infrastructure with all matters reserved except for access at land along proposed 95km route, Bramble Lane, Elm. Council resolved to raise no objection to the proposals on condition that; residents living in the vicinity of the proposed works were kept fully updated; the condition of road surfaces in the area were monitored (Bramble Lane was currently subsiding into the adjacent dyke); concerns raised by the LLFA were addressed in order to remove their objection to the proposals.
2. **F/YR22/0324/F** – Single storey rear & side extensions incorporating roof garden above garage, alterations to dormer window, 83 The Stitch, Friday Bridge. Council resolved to raise no objection to the application.
3. **F/YR22/0349/F** – Part 2 storey, part single storey rear extension & side porch, 4 Wales Bank, Elm. Council resolved to raise no objection to the application.

13.22 Highways & Footways

Update on outstanding matters –

- i. Update from Anglian Water concerning Gosmoor Lane road closure – Works consolidated to be completed over 20th-21st April with closure limited to 19.00 through to 06.00. Lorries leaving Fenmarc to be diverted through Elm.

New issues –

- i. Email received from Cllr Count requesting feedback on proposals for 40mph buffer zones to be implemented between 60mph and 30mph zones. Members suggested the following locations as being suitable – Station Road in Coldham; Wales Bank & Gosmoor Lane in Elm.

14.22 Reports from representatives of outside bodies;

Community Facility Working Party – It was reported that; to date; there had been approximately 50 responses received for the ‘Community Facility’ survey.

Platinum Jubilee Event – Cllr Welbourne advised that arrangements were being made for a ‘carnival style’ celebration with bouncy castles and other larger games. Entry would be free; the organisers were looking for volunteers (including those trained in first-aid) to assist on the day. It was suggested that the occasion could become an annual event.

7.25pm Cllr Sutton joined the meeting. Council resolved to allow Cllr Sutton to present his report.

15.22 District Councillor’s Report (carried forward from item 8 on the agenda)

Cllr Sutton advised as follows; The road surface opposite Meadowcourt was sinking; quotes were being sought for repair. The Gosmoor Lane road sign (corner of Roseberry Lane) had been damaged as a result of a motor accident, Clerk to report to FDC requesting repair. Proposals for new Council boundaries would involve Elm being divided from Christchurch and affiliated with Wisbech St Mary (a parish to which Elm shared no obvious connection).

16.22 To resolve on action in order to address theft of flowers from Elm Cemetery.

Installation of CCTV suggested; Clerk to investigate cost and data protection issues. Subject to be carried forward to May agenda.

17.22 To resolve on issue of access gap adjacent to the towpath stile.

Council resolved to make arrangements for the gap to be closed off with fencing.

- 18.22 **To resolve to authorise the re-painting of bench along towpath.**
The Clerk advised that the person offering to re-paint the bench was fully qualified to undertake the task. Council resolved to authorise the project.

- 19.22 **To receive requests from Members for subjects to be included on the next agenda.**
No requests put forward.

- 20.22 **To resolve on date for next meeting** – It was resolved to hold the next meeting on Wednesday 11th May at the Begdale portacabin; to commence directly after the Annual Parish Assembly (commencing at 6.30pm).

- 21.22 **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.
8.00pm Cllr Goodley left the room due to his interest in the following agenda item.

- 22.22 **To receive update concerning alleged breach of planning regulations on Canal Towpath** (confidential due to data protection and potential legal issues).
Further action discussed which could not be resolved (Council inquorate due to Cllr Goodley’s absence).
Subject to be carried forward to May meeting.
8.05pm Cllr Goodley re-joined the meeting.

- 23.22 **To receive update concerning tenancy for Cemetery Cottage and resolve appropriately.**
The Chair provided an update concerning tenancy arrangements for Cemetery Cottage. Action to be confirmed via resolution at the May meeting. (Council inquorate due to Cllr Ferguson’s abstention from voting).

- 24.22 **To resolve on arrangements for payment of Clerk’s salary.**
The Clerk provided an update concerning the matter. Action to be confirmed via resolution at May meeting. (Council inquorate due to Cllr Welbourne’s abstention from voting).

- 25.22 **Close of meeting** - The meeting closed at 8.10pm.

Signed
Elm Parish Council Chairman

Date