

Elm Parish Council

Minutes of the meeting of Elm Parish Council held at the Portacabin, Begdale, Elm on Wednesday 13th July 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 – Feaviour, Ferguson (Chair), Cotterell, Hopkin, Milham, Mrs S England – Parish Clerk.

- 78.22 **Apologies for absence** – Apologies were reported for Cllrs Exell, Goodley & Welbourne, Council resolved to accept their reasons for absence.
- 79.22 **Code of Conduct** – The Chairman reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.
- 80.22 **Disclosable interests and requests for dispensation** – None reported.
- 81.22 **Open Forum** – No members of the public present.
- 82.22 **Review and approval of Minutes** – Council resolved to approve minutes of meeting held on 8th June 2022 as a true record of proceedings.
- 83.22 **Council Membership** – No candidates had been identified for the current vacancy.
- 84.22 **Police matters** – Cllr Ferguson reported on matters discussed at the Police & Crime Commissioner’s meeting held on 27th June, subjects included; crime statistics; the Community Service/Payback Scheme; Road safety; Anti-social behaviour issues. The Commissioner had advised that it was within his power to chase up issues which were not being dealt with however, it was imperative that incidents were reported in the first place. Cllr Ferguson confirmed that it had been a worthwhile exercise and that she would be happy to attend future such meetings on Council’s behalf.
Sgt. Arnold had confirmed receipt of footage relating to anti-social behaviour activity at Begdale car park, police patrols would be stepped up in the area.
- 85.22 **District Councillor’s Report** – Cllr Sutton not present; report forwarded for the Clerk to present in his absence.
It was resolved to enter closed session due to the confidential nature of the report (due to ongoing legal matters). The Clerk presented the report.
It was resolved to re-enter open session.
- 86.22 **Clerk’s Report** – The Clerk reported as follows;
Zip-wire, Friday Bridge playing field – Advice from local engineering company concerning repairs undertaken last year had been conveyed back to HAGS. As a result, HAGS had agreed to send out an engineer free of charge in order to re-tension the cable.
Coldham defibrillator – Quotation received, to be considered under ‘FINANCE’ agenda item.
Queen’s ‘Green Canopy’ tree planting sign – It was confirmed that the sign had been delivered and was ready for installation at Begdale field. It was suggested that the sign should be attached to existing posts in the car park (rather than to stakes provided), thereby reducing risk of theft.
Removal of streetlight PC7 at Rings End – Lighting contractors were due to remove the asset week commencing 18th July.
Fencing to side of stile at Pocket Park – The gap had now been closed off, Idverde to raise invoice shortly.
Streetlight upgrades – Garry Edwards had confirmed that a quote was currently being sought for the upgrades resolved by Council. He had also confirmed that any LED units attached to poles/brackets being upgraded could be transferred to new fixing.
New ashes plots – An additional twelve slabs had been laid in Elm Cemetery to create a new area for interment of ashes; the first of these plots had already been used.
Bramble Lane – The Clerk for Upwell PC had forwarded a copy of an email sent to Cambridgeshire Highways concerning Bramble Lane. The issue of an overgrown boundary hedge had still not been resolved and it continued to cause damage to vehicle paintwork. It was confirmed that an email had been forwarded to

Highways in support of Upwell PC's request for action to be taken.

Coldham lay-by – Idverde had advised they had taken delivery of the soil required to finish the edge of the lay-by verge, once applied the area would be seeded.

Installation of new bins – It was understood that this should have been completed by the end of May, Clerk had chased FDC officer for update.

Tower Hall gates – Sharman Fabrications would be installing the gates towards the end of July.

Fire Appliance check – All appliances at the portacabin, chapel and chapel garage had been signed off as safe.

Tasks to complete – The Clerk advised outstanding tasks to be completed in absence of August meeting including; VAT reclaim; updated Risk Assessment Policy for all parish activities; continue to sort through documents stored at Elm Chapel, file/destroy appropriately; assist with online recording of Cemetery records.

87.22 Financial Matters

i. The Clerk advised the following sums had been received since the last meeting; Burial fees £2054.50; Cemetery Cottage rent £1500.00; Interest £40.27; FDC Concurrent Functions Grant £7837.00.

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

PAYEE	DETAIL	NET	VAT	TOTAL
Idverde Ltd	Grounds maint. June 22	£1,145.40	£229.08	£1,374.48
FDC	Bin Emptying - Cemetery	£201.60		£201.60
T Jordan	Internal Audit Fee	£202.50		£202.50
L Welbourne	Cemetery Records admin	£39.00		£39.00
Tamar IT	Domain hosting	£80.00	£16.00	£96.00
Plusnet	Broadband	£22.96	£4.59	£27.55
S England	Clerk's salary	£1,118.08		£1,118.08
S England	Clerk's Exps.	£308.65	£28.23	£336.88
HMRC	Tax & NI - Month 3	£131.52		£131.52
Nest	Pension	£80.82		£80.82
		£3,330.53	£277.90	£3,608.43

Chairman

- iii. To resolve to approve income & expenditure report for quarter end 30.6.22. Council resolved to approve.
- iv. To resolve to approve budget update for quarter end 30.6.22. Council resolved to approve.
- v. To consider information contained in Internal Auditor's Report for year end 31.3.22 and resolve appropriately. Council acknowledged the comments submitted by the Internal Auditor and resolved to formally accept his report.
- vi. To resolve on quotation received for purchase of defibrillator to be installed at Coldham. Council resolved to accept a quotation of £1249.00 + VAT submitted by Defib Sales & Training Ltd; package to include training for up to ten volunteers.
- vii. To resolve on quotations received for repair of zip-wire at Friday Bridge playing field. Item dismissed, see Clerk's Report, minute ref. 86.22.
- viii. To resolve on quotation received for installation of pedestrian gate at Begdale car park. Councillors were advised that; due to the close proximity of the adjacent dyke; the gate would have to be installed inside one of the existing vehicle access gates, resulting in additional cost and temporary removal of one gate. Members resolved to accept a quote received totalling £1950.00 + VAT, acknowledging that something had to be done to deter anti-social behaviour in the car park.
- ix. To resolve on purchase of new signage for Begdale car park. It was resolved to replace the three existing signs with one large sign detailing all relevant information.

88.22 Correspondence

For comment and/or resolution;

- i. Email, parishioner – report of 40 mph signs removed from March Road, Rings End (on approach from Wisbech direction). The Clerk confirmed the matter had been referred to Cambs Highways who had since advised that an enquiry had been raised with National Highways.
- ii. Email, parishioner – report on refurbishment of Elm Village sign. Councillors were extremely grateful for the ‘potted history’ of the sign’s refurbishment. It was confirmed that once the fixing post had been treated with preservative, the sign could be reinstalled and an ‘unveiling ceremony’ would be arranged.
- iii. Email, FDC – Requesting ideas for venue of Fenland Community Safety Team’s ‘drop-in’ session. Clerk to enquire if the sessions could be held in the evening.
- iv. Email, parishioner – raising concern relating to vehicles speeding in Elm & Friday Bridge. The Clerk confirmed she had responded to the parishioner, echoing Members concern regarding the issue, and asking if he/she might be interested in becoming a Speedwatch volunteer.
- v. Email, Cambs CC – ‘Cambs Local Heritage List’ information – The Clerk confirmed she had contacted the Local Heritage Project Officer concerning the suitability of Friday Bridge POW Camp for listing and had been referred to information contained in the Conservation Officer’s report included in the latest planning application for the site. Further contact to be made with the Wisbech Society who; it was understood; may be making an application for heritage status. It was also suggested that ‘Angel House’ in Elm may also be a candidate.

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

- i. Email, Barclays Bank – notification of closure of Wisbech branch.
- ii. Email, FDC Member Services – Advice on where to report anti-social behaviour.
- iii. Email, Elm Parochial CC – Thanks to Elm PC for undertaking Community Space Survey.
- iv. Email, FDC press release – Wildflowers in Bloom in Fenland article.

89.22 Planning

1. **F/YR22/0732/F** – Single storey side & rear extensions, detached car port. The bungalow, Stags Holt Farm, Coldham. Council resolved to support the application.
2. **F/YR22/0729/F** – 1 x 25m wind turbine (12kw) with associated works. Land north of Stags Holt Farm, Coldham. Council resolved to support the application.
3. **F/YR22/0752/F** – First floor rear extension. Brockhurst, Main Rd, Elm. Council resolved to support the application.
4. **F/YR22/0740/F** – 2 storey side extension, 15 Gosmoor Lane, Elm. Coldham resolved to support the application.
5. **F/YR22/0785/F** – Single storey side extension, The Barn, Coldham Bank, Coldham. Council resolved to support the application.
6. **F/YR22/0663/F** – 2 x 2 storey, 3-bed dwellings at land north of, Eastleigh, Elm Low Rd. Council raised no objection to the application.
7. **F/YR22/0675/TRCA** – Works to 2 x fir trees within Conservation Area at The Angel House, Main Rd, Elm. Council resolved to support the application and also, to raise an enquiry concerning tree works which may have; allegedly; already been undertaken.
8. **F/YR22/0680/F** – Single storey rear extension & garage conversion to form additional living accommodation at 10 Mill Way, Friday Bridge. Council resolved to support the application.
9. **F/YR22/0680/F** (Addendum) – 2 storey, 3-bed dwelling, 1.8m fence & formation of dropped kerb at land south of 101 Fridaybridge Rd, Elm. Council resolved to raise objection to the application on the grounds that the proposals represented overdevelopment of the site and a lack of amenity space.

90.22 Highways & Footways

Update on outstanding matters;

- i. LHI application – No further information received.
- ii. Highways Officer had confirmed costings had been requested for; tree works at Coldham layby, works at Atkinsons Lane, replacement of speed cushion adjacent to Elm School, repair works to subsiding carriageway outside Meadowcourt. Once cost details had been received, work orders would be raised.

New matters;

- i. TTRO – Long Drove, Coldham, 19th-20th September (Anglian Water pipeline scheme).

- 91.22 **To receive final update concerning Community Space Survey** – Nothing further to report.
- 92.22 **To receive update concerning application for Definitive Map Modification Order (at Tower Road entrance to Maltmas playing field) and resolve appropriately** – Item deferred due to Cllr Lea’s absence.
- 93.22 **To receive requests from Members for subjects to be included on the next agenda.**
No requests submitted.
- 94.22 **To resolve on date for next meeting** – It was resolved to hold the next meeting on Wednesday 14th September 2022.
- 95.22 **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.
- 96.22 **To resolve on requests received from Cemetery Cottage tenant** (confidential due to protection of personal data) – Council resolved to authorise tenant to undertake maintenance and planting in the garden area. All other requests to be considered once the tenancy had been in place for six months.
- 97.22 **To receive update concerning alleged breach of planning regulations on Canal Towpath** (confidential due to data protection and potential legal issues) – Situation to be monitored, no further action resolved.
- 98.22 **Close of meeting** - The meeting closed at 7.55pm.

Signed
Elm Parish Council Chairman

Date