

# Elm Parish Council

## Minutes of the meeting of Elm Parish Council held at the Portacabin, Begdale, Elm on Wednesday 14<sup>th</sup> December 2022 commencing at 6.00pm

[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 – Butcher, Cage, Cotterell, Feaviour, Ferguson (Chair), Milham, Welbourne, District Cllr Sutton, Mrs S England – Parish Clerk. One member of the public.

- 166.22 **Apologies for absence** – Apologies were reported for Cllrs Goodley & Lea. Council resolved to accept their reasons for absence.
- 167.22 **Code of Conduct** – The Chairman reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.
- 168.22 **Disclosable interests and requests for dispensation** – No interests declared.
- 169.22 **Open Forum** – No matters raised.
- 170.22 **Review and approval of Minutes** – Council resolved to approve the minutes of meeting held on 16<sup>th</sup> November 2022 as a true record of proceedings.
- 171.22 **Council Membership** – No candidates put forward. The Clerk advised that a candidate would be attending the January 2023 meeting with a view to being co-opted.
- 172.22 **Police matters** –  
The Chair confirmed she had attended the latest Police & Crime Commissioner’s meeting concerning rural crime. There had been some success in tackling issues such as; hare coursing and theft of plant & machinery. Representatives from parish councils all reported concerns relating to low level crime including; vandalism, anti-social behaviour and drugs related issues. Members thanked Cllr Ferguson for attending the meeting. Other matters – Vehicle registration details of a habitual speeder had been reported to the police. Photographs of vehicles parked on double yellow lines in the vicinity of Elm School had been forwarded to the police. There had been a suspected case of hare coursing in Elm.
- 6.10pm Cllr Butcher entered the meeting.
- 173.22 **District Councillor’s Report** – Cllr Sutton advised as follows;  
A new County Council document had been circulated providing guidance on the management and responsibility for watercourses. Information concerning riparian ownership could be particularly useful if issues arose concerning liability for maintenance; details to be circulated to all Members.  
FDC had confirmed the parish could apply for a grant of £500.00 towards the new village sign at Coldham. Meetings had taken place between Bar Drove residents, planning enforcement officers and drainage board officials in order to discuss matters of concern (including development and water management at the location). The installation of a passing bay between the ‘Gosmoor Lane end’ of Bar Drove and the location of the dog waste bin would improve highway safety, could this be considered for a future LHI application?  
Broken fence rails and installation of hoops (in different colours) at Peartree Way in Elm to be queried with FDC. The recent Golden Age Fair had gone very well with many people attending.
- 174.22 **Clerk’s Report** – The Clerk reported as follows;  
A quotation had been received (after completion of the agenda) from Cable Test Ltd for the material and install replacement cost for 41 pole brackets and 4 streetlights totalling £32,470.41, the quote was valid for 30 days due to material cost increases. Costs relating to UKPN connectivity and traffic management were still awaited but would vary between £400 and £1000 per asset. *Taking into account that (i) the assets were approaching (or had already reached) their useful life and; in some instances; presented health & safety risks and, (ii) there was a risk that material costs would increase, Council agreed to provisionally accept the quote pending a formal resolution at the January meeting (when it was hoped details of the additional costs would be available).*

Dates for training on the new defibrillator at Coldham had still not been confirmed as it was proving difficult to make arrangements for evening or weekend sessions.

Photographs of aluminium grave markers had been circulated to Councillors; it was agreed that they were a better option than plastic pegs; details to be kept on record for future reference.

Further to concerns raised by a parishioner regarding lack of feedback from Elm School in relation to the Gosmoor Lane affordable housing planning application, an email had been sent to the planning department requesting further consultation with the Headteacher. The main concern being; would the school be able to accommodate the additional number of pupils if the proposals were to go ahead.

An application for £500 would be submitted to the FDC Leader's Fund towards the new Coldham village sign. CCC Highways had confirmed that an order had been raised for the re-painting of stop line and lettering at the junction of Wales Bank with Fridaybridge Road. Re-painting of remaining lining in Elm would be scheduled for the new financial year. Repairs had also been scheduled for the pavement adjacent to The Leam pond.

Substantial pruning had taken place on trees located at Coldham layby.

Work had commenced on the 2023-24 budget; Council's Precept application form needed to be returned by 6<sup>th</sup> February 2023.

## 175.22 Financial Matters

- i. The Clerk advised the following sums had been received since the last meeting; Burial fees £325.00; Cemetery Cottage rent £750.00; Interest £144.99.
- ii. Council resolved to approve expenditure for December as detailed below;

PAYEE	DETAIL	NET	VAT	TOTAL
Idverde	Grounds Maintenance	£1,145.40	£229.08	£1,374.48
L Welbourne	Cemetery Records	£52.00		£52.00
Plusnet	Broadband	£22.96	£4.59	£27.55
S England	Clerk's Salary	£1,411.92		£1,411.92
S England	Clerk's Expenses	£160.99	£2.40	£163.39
Nest	Pension	£135.54		£135.54
		£2,928.81	£236.07	£3,164.88

Chairman.....

- iii. To resolve on quotation received for clearance of The Leam pond – Council resolved for the Clerk to seek a further quotation for the work, subject to a specialised contractor being identified.
- iv. To resolve on quotation received for Cemetery Chapel conversion Building Regulation Submission and also, resolve on action concerning appointment of Principal Designer for the project – Council resolved to accept the quotation received from Inspire Architectural; totalling £1000.00; for the Building Regulation Submission. Clerk to stress that, moving forward, the agent must operate efficient lines of communication. Council resolved for the Clerk to seek further guidance concerning appointment of a Principal Designer.

## 176.22 Correspondence

### For comment and/or resolution;

- i. Email, parishioner – Theft of flowers from Elm Cemetery. Councillors expressed their dismay that further thefts had occurred but acknowledged that it was a difficult situation to manage. It was resolved for appropriate signage to be installed at the cemetery which may deter offenders. The Clerk confirmed she had spoken to the parishioner concerned, conveying the fact that Members were appalled by the incident and sorry for the distress it had caused.
- ii. Email, parishioner (via Cllr Sutton) – Raising concern at speed of traffic entering Rings End from new Guyhirn roundabout and requesting installation of MVAS unit. Council was advised that the installation of a new MVAS unit would cost in the region of £7,000. It was queried if the location would fit the criteria for installing the equipment. Council resolved (i) to make a request for the police to monitor the speed of vehicles at the location, (ii) to enquire if a suitable site could be identified for the installation of a mounting pole along the stretch of road (with a view to using

Council's existing camera in rotation). Clerk to send an appropriate response to the parishioner.

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

- i. Email, Audit Authority – Confirmation that PKF Littlejohn appointed as External Auditor until 2026-27.
- ii. Email, FDC Member Services – Council loses injunction to use Rose & Crown Hotel for asylum seekers.
- iii. Email, FDC Member Services – Golden Age Fair, Rosmini Centre, 14<sup>th</sup> December.
- iv. Email, FDC – Information for Garden Waste Services 2023-24.
- v. Email, FDC Member Services – Wisbech Christmas Fayre, 11<sup>th</sup> December.
- vi. Email, FDC Member Services – Home Office decision not to place asylum seekers in Elm Hall Hotel.

**177.22 Planning**

1. **F/YR22/1093/F** – Conversion of Cemetery Chapel, Elm (PC application) – GRANTED.
2. **F/YR22/1294/TRCA** – Works to 12 Sycamore trees at, Halfpenny House, Rose Lane, Elm. Council resolved to support the application.
3. **F/YR22/1288/F** – Formation of dropped kerb at Willow House, 7 Main Rd, Friday Bridge. Council resolved to support the application.
4. **F/YR22/1351/F** – 2-storey side extension to existing dwelling at 21 The Stitch, Friday Bridge. Council resolved to support the application.

**178.22 Highways & Footways**

**Update on outstanding matters;**

- i. LHI application – No further progress reported.
- ii. Cleaning of road gullies – Clerk to chase cleaning for the Abingdon Grove area.

**New matters;**

- i. LHI 2023/24 application – The following options were considered; Creating a one-way system in Elm Low Road; Traffic calming measures in Well End; Creation of zebra crossing in Gosmoor Lane (close to junction with Main Road). Members considered the three options; a vote was taken by show of hands. Council resolved in favour of the Gosmoor Lane crossing for its 2023-24 LHI application.
- ii. TTRO – Redmoor Bank (between Woodlands & a point approx. 350m south), 9-11 January 2023.
- iii. It was reported that the zebra crossing adjacent to Elm School needed re-painting; Clerk to submit request.

**179.22 To receive update concerning application for Definitive Map Modification Order (at Tower Road entrance to Maltmas playing field) and resolve appropriately** – Item deferred in Cllr Lea's absence. It was resolved to remove the item from future agendas until such time feedback was available.

**180.22 To consider how floral tributes (and/or other ornamental decoration) can be managed at Elm Cemetery.** Photographs of excessively decorated graves had been circulated to Members prior to the meeting. Of particular concern were the plots located in the new lawn cemetery area where regulations specified floral tributes should be restricted to the concrete plinth at the head of the grave. It was resolved for the Clerk to write to those who held rights to the graves in question, reminding them of the regulations and requesting that the floral/other ornamental decorations be removed within 14 days, otherwise, the Parish Council would make arrangements for the clearance of the plots.

**181.22 To resolve on the installation of two compost bins along the Canal Towpath (FEET request).** Proposals for the installation of two compost bins (one at Colletts Bridge end & one further along, just past the seat) were presented to Council. The bins (each, eight feet wide, divided into two sections) would be created from used telegraph poles at no cost to the Parish Councils. Council resolved to approve the installation, subject to the implementation of appropriate risk assessment measures and confirmation that planning permission was not required; Clerk to clarify. It was confirmed that Emneth PC had also been approached concerning the matter.

**182.22 To receive requests from Members for subjects to be included on the next agenda.**  
No requests submitted.

- 183.22 **To resolve on date for next meeting** – It was resolved to hold next Parish Council meeting at 6.30pm on Wednesday 11<sup>th</sup> January 2023. It was further resolved to hold a meeting (via Zoom) of the Finance Working Party at 6.30pm on Monday 9<sup>th</sup> January in order to discuss the content of 2023-24 budget and annual precept.
- 184.22 **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]** – 7.10pm  
Council resolved to enter closed session.
- 185.22 **Personnel matters** (confidential due to protection of personal data) – To resolve to approve content of Clerk's Annual Appraisal.  
The Chair updated Members on matters discussed during the Clerk's appraisal interview (undertaken by Cllrs Ferguson & Feaviour). Council resolved to confirm acceptance of the Appraisal Report, it was further resolved to approve the purchase of a new printer and office chair for use at the portacabin; Clerk to source items.
- 186.22 **Close of meeting** - The meeting closed at 7.15pm.

Signed .....  
Elm Parish Council Chairman

Date .....