

# Elm Parish Council

## Minutes of the meeting of Elm Parish Council held at the Portacabin, Begdale, Elm on Wednesday 12<sup>th</sup> April 2023 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 – Cage, Cotterell, Ferguson (Chair), Goodley, Hopkin & Milham.  
District Cllr Sutton, Mrs S England – Parish Clerk. 2 Members of the public.

Before the start of the meeting, Cllr Ferguson thanked Cllr John Brand for his many years of service as a member of the Parish Council. A gesture of thanks was presented to Cllr Brand (who was not able to stay for the meeting due to personal circumstances).

247.22 **Apologies for absence** – Apologies were reported for Cllrs Brand, Butcher, Probets & Welbourne; Council resolved to accept their reasons for absence.

248.22 **Code of Conduct** – The Chair reminded Councillors of the need to advise any changes to the content of their Register of Interests forms.

249.22 **Disclosable interests and requests for dispensation** – Cllr Goodley advised his interest in agenda item 19 concerning the Canal Towpath (due to his connection to an individual involved). See minute ref. 265.22.

250.22 **Open Forum** – No formal presentations made by the members of public attending the meeting.

251.22 **Review and approval of Minutes** – Council resolved to approve the minutes of meeting held on 8<sup>th</sup> March 2023 as a true record of proceedings.

252.22 **Police matters** –  
The Chair advised there had been no further communications from the Police & Crime Commissioner. It was reported that the police mobile camera unit had been present in Fridaybridge Road.

253.22 **District Councillor's Report** – Cllr Sutton advised;  
Fencing at Henry Warby Avenue had now been repaired. A joint planning initiative between Peterborough & Fenland had now ended; due to the fact that Peterborough were taking the lead on the Emerging Local Plan (ELP); this would now be further delayed. A Housing Needs Assessment needed to be undertaken to evidence numbers and more guidance was required from Central Government for this process. It was up to the new Council whether or not the ELP would need to be paused.  
Cllr Milham raised concerns relating to the need for additional infrastructure; Cllr Sutton confirmed that the Community Infrastructure Levy was currently being consulted on by Central Government.  
It was confirmed that there were still drainage issues to be resolved at the proposed development site adjacent to Gosmoor Lane.  
Cllr Ferguson thanked Cllr Sutton for the hard work and support he had offered to Elm Parish Council during recent years adding that it was hugely appreciated. Cllr Sutton confirmed that he would still be happy to assist the Council wherever possible.

254.22 **Clerk's Report** – The Clerk reported as follows;  
The workshop on High Road in Elm had been 'made safe' but further work was required to tidy up the site; regular updates were being provided by the agent (Civil Engineer). Details of the padlocks used to secure vehicle access gates at Friday Bridge playing field had been forwarded to East Anglia Air Ambulance and MAGPAS for their crew records. The Coldham defibrillator had been removed from the cabinet; although not used due to the arrival of emergency services; replacement pads were required; these had been installed in the pack.  
There had been four nominations for Elm parish in the upcoming elections, it was confirmed that a further three or four candidates were willing to be co-opted. It was stressed that the four nominees would need to attend Council's May meeting in order to achieve a quorum. Cllr Cage was due to attend Councillor training on Saturday 22<sup>nd</sup> April. Council's application for the installation of a Commonwealth War Graves sign to be

installed at Elm Cemetery had been acknowledged; fitting the sign should take place during the next three months. Friday Bridge had been selected for an innovative project which would provide funding for the installation of heat pumps (Government's Heat Pump Ready Programme); further information to follow. Work had commenced on the streetlight upgrade project but progress was slow due to delays with UKPN and long lead times for the supply of equipment. A section of the newly installed fencing at Friday Bridge playing field had been destroyed by vandals; arrangements had been made for its replacement.

## 255.22 Financial Matters

- i. The Clerk advised the following sums had been received since the last meeting; Precept (50%) £30,000.00, Cemetery Cottage rent £1500.00; Cemetery fees £2917.50; Interest £237.21.
- ii. Council resolved to approve expenditure for April as detailed below;

Idverde	Grounds maint. March	£1,145.40	£229.08	£1,374.48
CAPALC	Annual Sub.	£868.99		£868.99
Smith of Derby	Clock Tower Maint. fee	£204.00	£40.80	£244.80
L Welbourne	Cemetery records maint.	£91.00		£91.00
Kings Lyn IDB	Drainage rates	£77.10		£77.10
Cambs ACRE	Annual Sub.	£60.00		£60.00
Wave	Water rates - Cemetery	£26.58		£26.58
Plusnet	Broadband	£22.96	£4.59	£27.55
S England	Clerk's salary	£1,216.92		£1,216.92
S England	Clerk's Expenses	£224.97	£11.10	£236.07
HMRC	PAYE M12	£142.74		£142.74
Nest	Pension	£98.97		£98.97
		£4,179.63	£285.57	£4,465.20

Chairperson .....

- iii. To resolve to adopt Statement of Financial Internal Control in support of Financial Regulations. Council resolved to approve.
- iv. To resolve to approve content of bank reconciliation for quarter end 31.3.23. Council resolved approve.
- v. To resolve to approve content of quarterly/year end budget update for period end 31.3.23. Council resolved to approve.
- vi. To resolve to approve content of Income & Expenditure account for year end 31.3.23. Council resolved to approve.
- vii. To resolve on grant application submitted for Coldham Dog Show. Council resolved to approve a grant for the sum of £217.60 plus VAT to be used for the funding of disabled toilets at the Coldham Dog Show.
- viii. To resolve to approve payments to Wave Utilities to be made by direct debit moving forward. Council resolved to approve.

## 256.22 Correspondence

### For comment and/or resolution;

- i. Email, Emneth Parish Council – update concerning action resolved for matters relating to FEET & the towpath. It was confirmed that Emneth Councillors had approved the completion of the first compost bin, the situation would be monitored pending a decision on the second bin. FEET's maintenance plan had been approved; Mark Purchase had been appointed as Emneth PC' representative within FEET; Emneth were in favour of a further meeting to be held between all parties on September 12<sup>th</sup>.
- ii. Email, Emneth Parish Council – suggestion for installation of signage along the towpath. Council resolved to support the installation of 'keep dogs on a lead' signs along the narrow section of the towpath.

- iii. Email, Elm NHW – Query reference application for 20mph zones in Elm parish; Clerk confirmed an application was being made. Request for installation of bin adjacent to pond in new area of Grove Gardens estate; Clerk requested to enquire on suitability of location. Request for cleaning of road and pavement in areas adjacent to The Sportsman public house; Clerk to submit request via FDC portal.

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

- i. FDC – Fenland Community Safety Partnership Newsletter.
- ii. FDC – Wisbech play area set for a makeover.
- iii. QEH Kings Lynn – 'Modernising our Hospital' update.
- iv. FDC – Wisbech chosen to benefit from Government's High Street Task force.
- v. FDC – Wisbech Park café & pavilion, a step closer.

**257.22 Planning**

- 1. **F/YR23/0253/TRCA** – Work to 1 x Plane tree within conservation area at, Elm House, Main Road, Elm. Council resolved to approve the proposals.
- 2. **F/YR22/1170/F** – Revised proposals for construction of a 2-storey, 3-bed dwelling, detached garage & polytunnel involving demolition of existing scout hut and relocation of existing access at, Scout & Guide Hut, Wales Bank, Elm. Taking into account the existing hazardous conditions along Wales Bank; including heavy traffic [often travelling at excess speed] and the poor road surface; Council resolved to object to the proposals on the grounds that the access does not provide the visibility required to pull out safely onto the highway.

**258.22 Highways & Footways**

**Update on outstanding matters;**

- i. Confirmation received that the bus stop pole opposite Henry Warby Avenue will be replaced.
- ii. LHI 2022-23 application – a road safety audit was currently being undertaken, results would be available in approximately eight weeks.

**New matters;**

- i. TTRO – Road closure (installation of new streetlight pole) outside Kirton Lodge, Main Road, Elm, 2.5.23.

**259.22 To resolve to approve content of Cemetery Risk Assessment document** – Council resolved to approve and adopt the document.

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

No matters reported.

**261.22 To resolve on date for the Parish Assembly and the next parish council meeting** – It was resolved to hold The Parish Assembly on 10<sup>th</sup> May 2023 at 6.30pm; the next Parish Council meeting would commence immediately after the closure of the Assembly.

**262.22 To resolve to enter closed session in order to consider the following agenda item on the grounds of confidentiality by virtue of; The Public Bodies (Admission to meetings) Act 1960 s1(2).**  
7.15pm - It was resolved to enter closed session.

**263.22 To discuss details relating to Council's grounds maintenance contract; resolve appropriately**  
(confidential due to discussion of contractual information).

The Clerk updated Members on information she had been requested to source. No further action resolved at present; subject on hold.

**264.22 To consider request submitted by tenant of Cemetery Cottage, resolve appropriately** (confidential due to the protection of an individual's personal data).

The Clerk presented an item of correspondence received from the tenant of Cemetery Cottage. It was resolved to approve the installation of picket fencing around sections of the front garden boundary (details as shown in plan). Tenant to undertake maintenance of the structure.

265.22 **To receive update on matters connected to breach of planning on Council owned land, resolve appropriately** (confidential due to personal data protection and possible legal implications).  
8.40pm Cllr Goodley confirmed his interest (due to his connection to an individual involved in the matter).  
No action resolved; subject to be carried forward pending receipt of further information.

266.22 **Close of meeting** – Prior to closing the meeting Cllr Ferguson made a presentation to Cllr Cotterell conveying Members’ thanks and appreciation for her many years of service as a member of the Parish Council.

The meeting closed at 7.40pm.

Signed .....  
Elm Parish Council Chairman

Date .....