

# ELM PARISH COUNCIL

## Meeting Notice & Agenda

Published 7<sup>th</sup> March 2024

**Notice is hereby given;** and all members of the Council are summoned to attend a meeting of Elm Parish Council due to be held at the Parish Council Office, Begdale Road, Elm on Wednesday 13<sup>th</sup> March 2024 at 6.30pm.

Members of the public and press are welcome to attend.

There is a 15 minute Open Forum for public participation when members of the public are invited to address Members relating to Council business.

Any questions raised shall not require a response or start a debate during the meeting. Meetings of the Parish Council may be recorded by the Clerk to aid with minute taking. The recording will be destroyed once the minutes have been resolved as agreed.

*Suzanne England*

Clerk to Elm Parish Council

7<sup>th</sup> March 2024

### Agenda

1. Apologies for absence.
2. Members Code of Conduct – Members are reminded of the need to submit; via the Clerk; any changes to their Register of Interests information.
3. To receive declarations of disclosable pecuniary interests and to consider any written requests for dispensation.
4. Open Forum for public participation (15 minutes maximum).
5. Signing of Minutes - To review and approve Minutes of meeting held on 14<sup>th</sup> February 2024 as a correct record.
6. Police matters.
7. To receive report from District Councillor/s.
8. To receive the Clerk's report on subjects not otherwise included in the agenda
9. Financial Matters;
  - i. To note sums received since last meeting
  - ii. To resolve to approve expenditure for March 2024 as detailed below;

PAYEE	DETAIL	NET	VAT	TOTAL
Idverde	Grounds Maint. Feb 2024	£1,263.80	£252.76	£1,516.56
FDC	Uncontested Election costs	£723.24		£723.24
Defib Sales & Training	New defib pads	£230.00	£46.00	£276.00
L Welbourne	Cem & play area admin.	£242.32		£242.32
Pure -PAT	PAT testing portacabin	£109.75	£21.95	£131.70
Tamar IT	Remote support (email)	£75.00	£15.00	£90.00
BT	Broadband	£23.95	£4.79	£28.74
S England	Clerk's salary	£1,203.86		£1,203.86
S England	Clerk's Expenses	£210.49	£9.06	£219.55
HMRC	PAYE M10	£464.97		£464.97
Nest	Pension Contr's	£118.20		£118.20
		£4,665.58	£349.56	£5,015.14

- iii. To resolve on quotation received for pruning trees growing into telegraph wires at pocket park.
  - iv. To resolve on quotation received for re-seeding far side of Friday Bridge playing field where brambles have been removed.
  - v. To resolve on grant application from FEET for fuel/maintenance costs.
10. Correspondence;
- i. Email, parishioner – concerns relating to damaged grass surface on green area adjacent to Gosmoor Lane/Birch Grove. *Identified damage is due to telecom upgrades; report submitted to Clarion.*

#### **For information purposes;**

All information circulated to Council Members; items posted to website & Facebook platform. For further details contact Clerk.

11. Planning;
  1. **F/YR24/0124/F** – Change of use of land for domestic purposes and construct a single storey extension at, Darilan, 14 The Stitch, Friday Bridge, PE14 0HX.
  2. **F/YR24/0180/DE1** – Application to determine if prior approval is required for proposed demolition at site of former dairy in Begdale, Elm.  
**NOT FOR CONSULTATION PURPOSES, general discussion only.**
12. Highways & Footways;
  - i. TTRO – Carriageway patching, Redmoor Lane (stretch in front of Begdale School), 2<sup>nd</sup>-5<sup>th</sup> April 2024.
  - ii. To raise new matters of concern.
13. To review Cemetery fees commencing w.e.f. 1<sup>st</sup> June 2024.
14. To confirm location for installation of refurbished bench in memory of the late Cllr Mac Cotterell.
15. To adopt Fire Safety documents & Hire Agreement for portacabin.
16. To resolve on proposal to install a litter bin at entrance to Solar Farm in Begdale Road.
17. To resolve on providing an appointed person at Elm WI with keys to the portacabin for the group's monthly meetings.
18. To receive requests from members for items to be included on next agenda.
19. To confirm date for next Parish Council meeting.
20. 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 s.1(2).
21. To consider issues relating to proposed chapel conversion project.
22. Close of meeting.