

# Elm Parish Council

## Minutes of the Annual Assembly for the Parish of Elm, held at the Begdale portacabin on 14<sup>th</sup> May 2025 commencing at 6.30pm

Meetings of the Parish Council may be recorded by the Clerk to aid with minute taking.  
The recording is destroyed once the minutes are agreed.

Present: Cllrs, Dring, Ferguson, Hopkin, Milham, Pigden, South & Welbourne, District Cllrs Roy. Mrs S England – Parish Clerk, Mrs L Welbourne – Deputy Parish Clerk  
2 members of the public.

Cllr Wendy Ferguson acted as Chair for the assembly meeting.

A01.25 **Apologies** – Noted for Cllr Goodley and Cage.

A02.25 **Minutes** – The minutes of the 2024 Parish Assembly were presented; it was resolved to approve the minutes as a correct record of proceedings. Proposed Cllr Hopkin; seconded Cllr Dring.

A03.25 **Matters arising from the 2024 Assembly** – It was confirmed that all matters arising had been dealt with. The area covered

A04.25 **Annual Chairman's Report** – The Chair, Cllr Ferguson reported as follows;

*'As always I would like to thank all the Councillors who have sat on the Council this year for contributing to a very successful and productive year.*

*As well as councillors to thank I would like to formally note our gratitude to our District Cllrs especially Councillor Dal Roy for his unfailing support and hard work in the Parish, Neill Dring (managing car park gates), Derek King (maintaining planters), and to FEET (towpath volunteers).*

*I also extend thanks to former County Councillor Steve Count who has over the years been a staunch supporter of Parish Council work.*

*The Council has seen some developments to our own personnel situation and we are pleased to formally welcome Mrs Lyn Welbourne as Deputy Clerk, to support our Clerk Suzanne England as the work of the Parish has grown and developed.*

*Likewise, we have been able to welcome new Councillors, Dring, Pigden and south and we would like to thank past Councillors, Darker, Stevenson, Johnson and Probets.*

*Projects completed in the year 24/15 include*

- *Improvements to portacabin meeting room and office.*
- *Encouraging local groups to use the portacabin for their meetings – WI and book club meet monthly, FEET & Elm Charities now using the space.*
- *Litter bins x2 installed – Grove Gardens Estate and at the entrance to Solar Farm.*
- *Significant sum spent on repairs & maintenance to play equipment and surfaces.*
- *Towpath entrance adopted to permit access to those with mobility issues.*
- *Specialist investigations into proposal to convert Chapel into dwelling revealed that project was cost prohibitive, Council welcomes ideas for future use of the structure.*
- *Grants awarded to; FEET, GRAG, Funding for planters, Community Hub Committee.*
- *Upgrades to parish website and promoting community engagement via both the website and Facebook platforms.*
- *Streetlights – further upgrade work undertaken but still tasks outstanding; Council continues to monitor.*
- *Comprehensive review of grounds maintenance contract led to a new contractor being appointed; excellent standard of work to date.*

- Successful 24/25 LHI application – to install a further set of chicanes along Fridaybridge Road and provide an additional MVAS unit.
- Successful 20 mph zone application, works yet to commence.
- Work involved in creation / installation of plinth for WW1 memorial plaque for Coldham airfield now completed.
- Further progress on uploading cemetery records to specialist software programme.
- Looking ahead to 25/26, Council has included sums in budget for; bus shelters, extension to Cemetery, repairs to Begdale car park, completion of streetlight upgrades, parish Christmas tree/decorations.  
Council continues to liaise with Highways, Planning & Flood Risk authorities reference issues such as; poor condition of highways, continuous planning applications & overdevelopment, flooding / poor drainage systems, activities at Biomarch, and condition of Grove garden ponds.

Finally, I would like to thank Suzanne & Lyn for their dedication and hard work to ensure the smooth running of council business over the year and look forward to seeing some of our projects come to fruition in the future.

A06.25 **To receive statements or questions from members of the public concerning all other parish matters.**  
No further comments raised.

A07.25 **Close of Meeting** – The meeting closed at 6.39pm.

Signed .....  
Chairman – Elm Parish Council

Date .....