

ELM PARISH COUNCIL

Meeting Notice & Agenda

Published 3rd September 2026

Notice is hereby given; and all members of the Council are summoned to attend the next meeting of Elm Parish Council due to be held at the Parish Council Office, Begdale Road, Elm on Wednesday 9th September 2026, commencing 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

3rd September 2026.

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 interests (pecuniary, non-pecuniary & other) and any 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 8th July 2026 as a correct record.
6. To receive report from District Councillor/s.
7. To receive report from County Councillor.
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 **confirm** expenditure due for payment in August 2026 as detailed below;

PAYE	DETAIL	NET	VAT	TOTAL
Tawny Owl Services	Grounds Maintenance	£1,748.55	£349.71	£2,098.26
BT	Broadband	£36.95	£7.39	£44.34
Tawny Owl Services	Cottage garden maintenance	£225.00	£45.00	£270.00
A1 Signs	Towpath - hogweed signs (50% to Emneth)	£400.00	£80.00	£480.00
Pozative Energy	Portacabin electricity	£48.59	£2.43	£51.02
Fenland District Council	Cemetery skips	£67.68		£67.68
RoSPA play safety	Annual reports - Elm & F Bridge	£524.00	£104.80	£628.80
RoSPA play safety	Annual report - Coldham	£125.00	£25.00	£150.00
Tawny Owl Services	FB Playground repairs	£154.20	£30.84	£185.04
Tawny Owl Services	Playground inspection	£90.00	£18.00	£108.00
Tawny Owl Services	Hogweed treatment	£21.50	£4.30	£25.80
Wave	Water rates - portacabin	£20.12		£20.12
Salaries	Clerk's & Deputy Clerk salary payments	£2,465.42		£2,465.42
S England	Clerk's Expenses	£138.03	£1.33	£139.36
L Welbourne	Deputy Clerk's Expenses	£347.42	£36.00	£383.42
HMRC	PAYE M4	£484.98		£484.98
Nest	Pension contributions	£206.28		£206.28
		£7,103.72	£704.80	£7,808.52

- iii. To resolve to **approve** expenditure for September 2026 as detailed below;

PAYE	DETAIL	NET	VAT	TOTAL
Tawny Owl Services	Grounds Maintenance	£1,748.55	£349.71	£2,098.26
BT	Broadband	£36.95	£7.39	£44.34
Tawny Owl Services	Graffiti removal at Fridaybridge	£36.80	£7.36	£44.16
Fenland District Council	Cemetery Bins	£67.68		£67.68
Fenland District Council	street lighting recharge 25/26	£18,198.97	£3,639.79	£21,838.76
Scottish Power		£39.40	£1.97	£41.37
Tamar IT	Monthly security	£7.90	£1.58	£9.48
Hundred of Wisbech	Agricultural Drainage Rates	£106.42		£106.42
Salaries	Clerk's & Deputy Clerk salary payments	£2,070.05		£2,070.05
Clerk's Expenses	Clerk's Expenses	£150.22		£150.22
HMRC	PAYE M5	£513.34		£513.34
Nest	Pension contributions	£67.90		£67.90
		£23,044.18	£4,007.80	£27,051.98

- iv. To resolve on the quotation received from Pro-edge Construction of £5,575 plus VAT for installation of additional Cemetery beams.
- v. To resolve on quotations received for CCTV at Fridaybridge play area.
- vi. To resolve on S.137 donation to East Anglian Air Ambulance.
- vii. To resolve to approve monthly direct debit payment to Tamar IT for £9.48 inc. VAT for antivirus software.
- viii. To resolve on grant payment of a disabled portable toilet for Coldham Car show for £250.00 plus VAT

10. To receive updates from Working Parties / Outside bodies where appropriate.

- i. Finance Working party – NTR
- ii. Christmas Decorations Working Party (Cllrs Lee, Milham & South)
- iii. Emergency Plan WP – to resolve on content of notice to be distributed requesting volunteer support for Community Resilience Team.
- iv. Street Pride – to resolve on permission for installation of planter/s on Parish Council owned land, if appropriate.
- v. White Mill Fund – to receive update where appropriate

11. Planning:

- i. **F/YR26/0629/F - Change of use of land to 3 x traveller's pitches including the siting of 3 x mobile homes and erection of a 1.8m high (max height) boundary fence and a 2.3m high (max height) gate at Land North Of Six Acres Bar Drove Friday Bridge**
- ii. **F/YR26/0610/F - Erect 1 x self-build/custom build dwelling and a 1.2m high boundary fence at Land South Of Horse Creek Farm Coldham Bank Coldham Cambridgeshire**
- iii. **F/YR26/0641/F - Erect a single-storey rear extension involving the demolition of existing conservatory, installation of sun tubes and alterations to front door of existing dwelling at 31 The Stitch Friday Bridge Wisbech Cambridgeshire PE14 0HX**

12. Highways & Footways;

- i. TTRO 2026/21009 – 28/9/26-30/9/26 – Staton Road, Coldham – Planned works near highway.
- ii. TTRO 2026/21143 – 10/9/26-17/9/26 – March Road, Coldham – Carriageway repairs
- iii. TTRO 2026/20950 – Low Road, Elm – Planned works near highway.

13. Correspondence:
 - i. E-mail – Parishioner ref vegetation overgrown on pavements / noise nuisance. *Clerk dealt with appropriately.*
14. To receive update concerning costs associated with replacement of Portacabin; resolve appropriately inc. confirmation to update insurance cover.
15. To resolve on comments to be included in reply to County Council's Rights of Way Improvement Plan.
16. To confirm date / time for next Parish Council meeting – 14th October 2026, 6.30pm.
17. To resolve to enter 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).
18. To resolve on personnel matters – i) adoption of Local Government 26/27 pay scales, ii) Confirmation of updated hourly rates including backdate to 1st April 2026. (Confidential due to personal details)
19. To resolve to close the closed session.
20. Close of meeting.