

# ELM PARISH ANNUAL ASSEMBLY

## MINUTES

20 MAY 2014 – 7.00 pm.

**Present:** Councillor Stokes, Vice-Chairman of Elm Parish Council in the Chair; Councillors Mrs Cotterell, Mrs Dalliday, Hopkin, Mrs Hopkin, Mrs Lankfer, Milham, Pinnock and Webb.

**Apologies:** Councillors Brand, Softley and Miss Webb.

**In attendance:** Two parishioners attended the Assembly.

The minutes of the Annual Assembly of 2013 (held on 21 May) were read and signed.

### EA01/13 Annual Report from the Chairman of the Parish Council

In the absence from the Annual Assembly of the Chairman of Elm Parish Council, the Clerk to the Council read the Chairman's Annual Report to those in attendance at the Annual Assembly.

In his report the Chairman of Elm Parish Council expressed his thanks to fellow Parish Councillors, the County Councillor and the District Councillors for the parish, for helping to make his year as Chairman go so smoothly.

The Chairman, through his report, also thanked the council's Clerk, Terry Jordan, for keeping the Parish Council's "wheels turning" and for ensuring that all of the necessary processes and procedures are being followed by the Parish Council. He commented that during the last year the council had seen the resignation of Councillor Gill Johnson, the death of Councillor Mac Cotterell and the subsequent co-option of Neville Hopkin and Tracey Dalliday to membership of the Parish Council. In addition, former councillor Maurice Tilney had also died during the last twelve months.

The Chairman of the Parish Council's report outlined the activities, projects and achievements of Elm Parish Council during the municipal year 2013/14, including:

- Grounds maintenance across the parish - The Parish Council continues to enjoy a good working relationship with its grounds maintenance contractor, R J Warren Ltd, which has recently begun its fourth year of providing this service. Minor adjustments are made to the contract as necessary to ensure that the service reflects the needs of the community.
- Cemetery Cottage - Following the renovation works carried out towards the end of 2010/11, new tenants were found for the cottage. They remained in residence between May 2011 and December 2012; the cottage was empty for around a week before a new tenant took up occupation. That tenant remains in residence. The council has agreed, subject to the receipt of quotations, to part-fund the replacement of some floor coverings at the property.
- Cemetery Chapel - Now that this building is no longer being used for the storage of grounds maintenance equipment, the opportunity for an alternative use exists; not only to make use of this asset but also to potentially generate an income for the Parish Council to be used for the benefit of the community. Although the Parish Council decided in the autumn of 2012 not to pursue an alternative use at that time, it is an opportunity that should not be forgotten.

- Elm Cemetery - Following completion of the extension and development works in late 2010/11 and early 2012/13, work took place last year to sow grass seed to the extended area; that work unearthed a considerable amount of rubble and stones, which have now been removed through the efforts of Councillors Hopkin and the Community Payback Team.

During the last year, the frequency of emptying the wheelie bin was increased from fortnightly to weekly. This seems to be working well. The council has agreed recently that the main fencing and gates will be re-painted.

- Play areas - The Parish Council has embarked upon a joint project with Fenland District Council to provide an equipped play area on land at Grove Gardens in Elm. Unfortunately, because of difficulties being experienced by Fenland District Council in reaching agreement with the developers of the estate in terms of some open space adoption issues, this matter is not progressing as quickly as had been hoped. However, the council has ear-marked a sum of £20,000 for the purchase of play equipment in Elm. It has become clear that it is likely to prove necessary to seek to identify an alternative site within Elm for the provision of play equipment.

Within the last year the Parish Council also provided play equipment at Coldham. The council has also agreed to investigate the possibility of providing play equipment on the Maltmas Drove playing field at Fridaybridge.

- Elm playing field - The Elm Football Club, which was established in 2012, continues to use the playing field at Begdale Road, Elm as its home ground.
- Support to the community - The Parish Council continues to provide financial support, using the power under Section 137 of the Local Government Act 1972, to local groups and organisations etc where this leads to benefits of parishioners.

In the financial year 2013/14 the Parish Council provided financial assistance under the Section 137 power, in the total sum of £6,293. The donations included:

- Elm and Fridaybridge Youth Club – contribution towards annual running costs = £2,000
- Elm Friendship Club - group's operating costs = £1,505
- First Fenland Scouts – purchase of equipment = £2,000.

The Parish Council continues to provide indirect financial support to the Tower Hall at Fridaybridge by remuneration of the Clerk to the Council for time that he is spending on acting as a procedural adviser to the management committee and as Treasurer to the hall. During the last year, the council approved a formal grants policy and application process.

- Highway issues - The Parish Council was successful in applying for Local Highway Improvement scheme funding for the introduction of parking restrictions to prevent the parking of vehicles around the Elm Primary School at opening and closing times. The County Council has now produced the necessary plans and associated traffic order. Hopefully the laying of the yellow lines will take place soon.

Attendees noted the Chairman of Elm Parish Council's Annual Report.

### EA02/13 Questions from parishioner

A parishioner referred to Elm Parish Council's current ear-marked reserves and asked for information as to

- (1) the date of the meeting of Elm Parish Council at which the council had decided to allocate the sum of £20,000 for the provision of play equipment at Elm

(2) the purpose of the reserve of £7,500 which is described as a Windfarm Community Payment.

The Parish Council noted the questions asked by the parishioner and the Vice-Chairman of the Council informed him that the Clerk would research the situation and would endeavour, subject to workload commitments, to provide answers to the parishioner's questions at the June 2014 meeting of Elm Parish Council.

**Meeting finished at 7.15 pm**

Signature:.....(Parish Council Chairman).

Date:.....