



*Little Downham
Parish Council*

**Annual Report
2010/11**



Chairman's Introduction

I am pleased to welcome you to this Annual Report that has been produced to provide you with information about the Council's activities and funding in 2010/11.

I feel it has been a challenging year for one reason or another, but the Council has remained positive. In recognition of its continued standards, the Council was pleased to be re-accredited with Quality Council in January 2011. The Accreditation Panel was so impressed by the Council's portfolio it asked to keep it to show to future Councils that apply for Quality status.

Also in January, the Parish Council made a conscious decision not to increase the Precept for 2011/12 but to maintain the level as low as possible for another year. It has endeavoured to be a good steward of all funding during 2010/11 by placing some funds in fixed rate bonds and higher interest accounts, which has yielded extra interest and income for council services and future projects.

During the year the Council has arranged working groups to discuss several projects, most of which are still ongoing. However, two were decided upon and near to completion by the end of the year; one being the renovation of the Village Hall Rear Terrace, which is now complete, and the other being the replacement of the roundabout and Log World unit in Lt Downham Play Area, which will be funded by the sale of new dwellings on the Chambers Way development on Main Street. It is hoped that this work will be carried out in the near future.

Lastly, as most of you will know, all councillors came to the end of their four-year term of office and an election was to be held in May. It was with a sense of sadness that Councillors Alan White and Eric Hall decided not to stand in the forthcoming election but to put their feet up after 56 years and over 40 years of service respectively. The Council wishes them both a well earned rest and all the best for the future. With what seemed to be 'out with the old' before the election, it was 'in with the new' after the election, as 19 year old Nathaniel Missin was one of three new members to step into Alan and Eric's shoes. The Council has also expressed a thank you for services to David Badcock, who was unfortunate not to be re-elected.

As for me, I have been re-elected as Chairman for 2011/12 and my aim is to continue to encourage the Parish Council to work together and look at new projects with a view to improving facilities within the Parish for the benefit of all.

Debbie Adams-Payne

Chairman 2010/11

Who and What is the Parish Council?

Little Downham Parish Council comprises of 11 voluntary Councillors who serve for a term of four years and represents an electorate of 1979 (Electoral Register 01/12/10).

The Council employs 2 part-time members of staff; Mrs Jackie Wardle, as the Parish Clerk, Responsible Financial Officer and Proper Officer, and Mr Mark Wardle, Parish Council Handyman. It also pays honorariums for out-of-pocket expenses to Mrs Caroline Wallace (Internal Auditor) and Mrs Tracy Chambers (Book Café Manager).

Parish Council meetings are generally held on Thursday evenings monthly in Little Downham Village Hall. Full Council Planning meetings and extraordinary meetings are held in between if deadlines dictate or urgent business needs discussing prior to the next Full Council meeting. During 2010/11, some Council business was delegated to the following committees that met three times during the year:

- Admin & Finance
- Play Area & Recreation

Agendas of all Council meetings are displayed on Parish Council Notice boards, which are located on the corner of the Village Hall, Main Street, Little Downham, and in the bus shelter, School Lane, Pymoor. Copies of forthcoming agendas, approved minutes and other information about the Parish Council and the community can also be found on the website funded by the Parish Council:

www.littledownham.net

Members of the public are welcome to attend meetings and may speak during Public Forums, as advertised on the meeting's agenda. Matters relating to items that are not on the agenda can be given to the Clerk in writing for inclusion on the next relevant agenda. The Parish Council is not permitted to make a decision on matters that have not been duly advertised to the public, unless matters are urgent or relate to public health and safety.

The Parish Council is responsible for parish grass cutting and its street furniture, and owns the Local Nature Reserve, Community Orchard and play and recreation areas in Little Downham and Pymoor.

Some Parish Councillors are appointed as representatives on the following bodies:

Downham Feoffees Charity
Downham Parish Conservation Group
Downham, Pymoor & Coveney Parish Magazine
Little Downham Book Café Committee
Little Downham Village Hall Committee
Little Downham Youth Group
East Cambs West Neighbourhood Panel

Parish Council Contact Details (May 2011)

Name	Address	Phone no.
PARISH COUNCILLORS:		
Debbie Adams-Payne (Chairman)	68 Main Street, Lt Downham Email: debbie@adamspaynesafety.com	07879 424494
Caroline Frankland	11 Martins Lane, Lt Downham	01353 699496
Gordon Frankland	11 Martins Lane, Lt Downham	01353 699496
Carole Hall	2A Black Bank Road, Lt Downham	01353 860457
Roger Martin	Beald Drove Farm, Beild Drove, Lt Downham	01353 699214
Nathaniel Missin	35 Cannon Street, Lt Downham Email: nathaniel.missin@hotmail.co.uk	07990 757679
Marilyn Oldfield (Vice-Chairman)	12 Eagles Lane, Lt Downham Email: marilyn.oldfield@tiscali.co.uk	01353 699473
Bruce Smith	Stoney Hoof Farm, High Road, Lt Downham	01353 699249
Basil Taylor	Willow Farm, Pymoor Common, Lt Downham	07774 554061
Gale Taylor	Willow Farm, Pymoor Common, Lt Downham	01353 698555
Owen Winters	C/o Valhalla, Third Drove, Lt Downham	01353 699246
CLERK:		
Jackie Wardle	30 New Close Road, Lt Thetford, Ely, Cambs CB6 3HQ Email: ltdownhampc@btinternet.com	01353 649499
DISTRICT COUNCILLORS:		
Anna Bailey	40 Cambridge Road, Ely, CB7 4HL Email: anna.bailey@eastcambs.gov.uk	01353 663253
Tony Goodge	7 John Amner Close, Ely, CB6 1DT Email: tony.goodge@btinternet.com	01353 664491
COUNTY COUNCILLOR:		
Philip Read	Mostyn, 76 High Street, Sutton CB6 2NL Email: philip.read@eastcambs.gov.uk	01353 778603

LITTLE DOWNHAM PARISH COUNCIL

INCOME & EXPENDITURE

Year Ended 31 March 2010		Year Ended 31 March 2011
	INCOME	
71897.00	PRECEPT	72342.00
1483.94	FINANCE & GRANTS	3112.39
2417.06	HIGHWAYS & PARISH MAINTENANCE	3700.34
1409.66	CONSERVATION AREA	656.58
785.26	RECREATION FACILITIES	1955.86
60.00	GENERAL ADMINISTRATION	
8377.81	CAPITAL PROJECTS	5000.00
86430.73	TOTAL INCOME	Total 86767.17
	EXPENDITURE	
6640.49	FINANCE & GRANTS	4879.12
9318.98	HIGHWAY & PARISH MAINTENANCE	8350.54
767.45	CONSERVATION AREA	928.61
3125.80	RECREATIONAL FACILITIES	4233.86
5805.04	GENERAL ADMINISTRATION	5636.37
32663.12	STAFF	34144.11
8377.81	CAPITAL PROJECTS	5419.00
	PROVISION FOR DOUBTFUL DEBTS	
66698.69	TOTAL EXPENDITURE	Total 63591.61
	GENERAL FUND	
49220.97	< Balance at 31 March 2010	68974.59
86430.73	Add Total Income	86767.17
135651.70		155741.76
- 66698.69	Deduct Total Expenditure	- 63591.61
68953.01		92150.15
767.45	Transfers from Earmarked Funds	0.00
- 745.87	Transfers to Earmarked Funds	- 1829.88
68974.59	Balance at 31 March 2011 >	90320.27

What we did in 2010/2011

- A total of 15 full Council and 4 Committee meetings were held;
- Considered and commented on 39 Planning Applications;
- Responded to documents and consultations from other local authorities;
- Parish Councillors and the Clerk attended training;

- Arranged the renovation of the Village Hall Rear Terrace under a grant of Services in Kind with funding from Lt Downham Section 106 development funding;
- Formed a working group to look into the provision of additional burial land;
- Maintained the Precept at the same Parish rate of Council tax;
- Financed the Book Café with 50% contributions from Downham Feoffees Charity;
- Approved Grants for the Citizens Advice Bureau and Lawn Lane Cemetery;
- Funded youth workers and supported the Youth Group in the Pavilion;
- Received an unqualified (successful) external audit on Accounts 2009/10;
- Funded the Parish Website www.littledownham.net ;

- Supported Downham Parish Conservation Group, who works for and on behalf of the Parish Council overseeing the management and maintenance of the Local Nature Reserve and Community Orchard;
- Maintained the Local Nature Reserve;
- Maintained the Community Orchard;
- Arranged parish grass cutting of verges and Parish Council land;
- Reported matters of concern to the Cambridgeshire County Council Highways;
- Maintained Parish owned Street Lights;
- Maintained Recreation Areas and Play Areas;
- Carried out Risk Assessments on Parish Council assets;
- Maintained and monitored CCTV equipment in Little Downham Recreation Area;
- Following an initial request from St Leonard's Parochial Church Council, arranged for the maintenance of the closed Churchyard to be carried out by East Cambs District Council.

MORE TIME FOR A CUPPA!!



With almost 100 years of Parish Council service between them, Alan White and Eric Hall have finally decided to sit back and let others take over Council duties. During their terms of office, they fought hard to get gas in the parish, been involved in the purchase and development of the Local Nature Reserve and Community Orchard, the Little Downham and Pymoor recreation areas, and construction of Little Downham All Weather Court and Pavilion. Alan, previously a regular figure on his beloved tractor cutting parish verges and the recreation field in Little Downham, has swapped his mode of transport for a mobile scooter, while Eric daily drives his white jeep between his home in Little Downham and his farm in Pymoor. Both are still very interested in Parish Council matters and say they will attend Council meetings to sit in the public area...obviously 'old habits die hard'!!.

* * * * *

Parish Council Plans for 2011/2012

- Consider the provision of additional burial land
- Replace the All Weather Court fence in Lt Downham Recreation Area
- Re-paint Pymoor and Little Downham Play equipment
- Replace Pymoor and Little Downham safety surfacing
- Consider an extension of Little Downham Pavilion
- Purchase new CCTV equipment in Little Downham Recreation Area with Section 106 funding from the Chambers Way development;
- Replace the roundabout and Log World unit in Little Downham recreation area with a new roundabout and Bird's nest swing with Section 106 funding from the Chambers Way development;
- To set up a new Management Committee that will be responsible for the Little Downham Recreation Area.

Appreciations

Thanks are expressed to:

- Parish Councillors who attend Council meetings and carry out parish business voluntarily to maintain amenities on behalf of the community and receive no remuneration for their time. Following the May elections, special thanks also go to the three candidates that were unfortunate not to be elected: David Badcock, Linda Joel and Linden Roberts;
- Parishioners who carry out voluntary work for and on behalf of the Parish, such as Downham Parish Conservation Group, the Book Café and the Youth Group, as well as those that support other parish organisations, of which there are so many and varied to mention but still as important.
- District Cllrs Anna Bailey and Tony Goodge and County Cllr Phil Read, who carry out their duties on behalf of the parish in matters relating to East Cambs District Council and Cambridgeshire County Council respectively.
- Caroline Wallace, who carried out the Council's Internal Audit 2010/11 in accordance with the Audit Commission Act, regulations and current legislation.
- Tracy Chambers, who manages the Book Café in accordance with the Cambridgeshire Libraries agreement and oversees the rota of voluntary staff.
- Parish Council staff, Jackie Wardle (Parish Clerk, Responsible Financial Officer and Proper Officer) and Mark Wardle (Council Handyman). Special thanks for services to Keith Norton (Handyman), who retired in August 2010.

Please note this list is not conclusive and apologies are made to anyone who feels they have been missed out.

Copies in larger print can be requested from the Parish Council by telephone on 01353 649499

Enquiries regarding this publication can be made to:

Mrs J Wardle
Clerk to Little Downham Parish Council
30 New Close Road
Little Thetford
Ely
CB6 3HQ

Tel: 01353 649499
Email: ltdownhampc@btinternet.com