

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 11 October 2012 commencing at 7.00pm.**

Councillors present: DA Adams-Payne, in the chair, and CM Frankland, GF Frankland, CE Hall, LEA Joel, RS Martin, MM Oldfield, BL Taylor, GH Taylor and KO Winters (7.05pm). **Clerk:** Mrs J Wardle

In attendance: Stewart Patience (ECDC Forward Planning Officer) Dist. Cllr A Bailey and 8 parishioners.

92/12 APOLOGIES FOR ABSENCE were received from Cllr BGF Smith, Dist. Cllr A Goodge and County Cllr P Read.

93/12 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr DA Adams-Payne** declared a personal interest in item 101/12.1.4 (Application 12/00853/FUL) because she has done work for the applicant in the past (Declaration 024-2012).
2. **Cllr CE Hall** declared a personal interest in item 94/12 and a prejudicial interest in item 96/12 (Little Downham Draft Village Vision) because her family has an interest in land included in the Vision (Declaration 025-2012).
3. **Cllr RS Martin** declared a personal interest in item 96/12 (Little Downham Draft Village Vision) because he is tenant of adjoining land included in the Vision and a prejudicial interest in item 101/12.1.1 (Application 12/00736/FUL) because he is a tenant and owner of adjoining land (Declaration 026-2012).
4. **Cllr MM Oldfield** declared a personal interest in item 101/12.1.2 (Application 12/00767/FUL) because she is a resident of Eagles Lane (Declaration 027-2012).
5. **Cllr BL Taylor** declared interests in the following items (Declaration 028-2012):
 - 94/12 and 96/12 (ECDC Lt Downham Draft Village Vision) personal and prejudicial interests respectively because his property may be included in the Vision,
 - 101/12.1.2 (Application 12/00767/FUL) prejudicial interest because the applicant is a friend,
 - 101/12.1.3 (Application 12/00834/PDR) prejudicial interest because the applicant is a relation.
6. **Cllr GH Taylor** declared interests in the following items (Declaration 029-2012):
 - 94/12 and 96/12 (ECDC Lt Downham Draft Village Vision) personal and prejudicial interests respectively because her property may be included in the Vision,
 - 101/12.1.2 (Application 12/00767/FUL) prejudicial interest because the applicant is a friend,
 - 101/12.1.3 (Application 12/00834/PDR) prejudicial interest because the applicant is a relation
 - 102/12.2 (Pymoor Social Club) prejudicial interest because she is a member of Pymoor Social Club Committee.

7.05pm Cllr KO Winters arrived. He had no declarations of interest to make.

94/12 ECDC – A VISION FOR LITTLE DOWNHAM & PYMOOR

1. **Representative(s) from ECDC to present Little Downham & Pymoor Draft Village Visions** – Stewart Patience explained the areas that had been identified in the vision and wanted to seek the Council's view on the settlements and any improvements that could be included in the draft plans for public consultation.

95/12 PUBLIC FORUM

Mr Houghton expressed comments on the Village Vision for the Council's consideration. The Chairman read the email he had sent to the Clerk and an email from Lucy Acred expressing concerns about the proposed number of houses on land to the rear of 1 – 7 Cannon Street.

7.16pm Cllrs CE Hall, BL & GH Taylor left the meeting prior to the next item being discussed.

96/12 ECDC – A VISION FOR LITTLE DOWNHAM & PYMOOR

1. **To comment on Little Downham & Pymoor Draft Village Visions** - The Council considered the questions raised by ECDC and answered as follows for each village:

Little Downham

Q1 - Do you agree that the whole or part of land to the west off Ely Road on the edge of Little Downham should be allocated for housing (total of 25 – 70 dwellings)?

- Option 1: 25 + 71 = 96 dwellings (5 dwellings per year)
- Option 2: 50 + 71 = 121 dwellings (6 dwellings per year)
- Option 3: 70 + 71 = 141 dwellings (7 dwellings per year)

LDPC 1 - By a majority decision (votes: Option 1 = 4, Option 2 = 2, Option 3 = 1), the Parish Council chose Option 1: (25 dwellings) for land west off Ely Road. It was considered that although this number of dwellings, plus the 71 outstanding commitments and infill dwellings, does not amount to many per year over the full term of the Vision, it is possible that a developer could build the 25 dwellings within a year or two and this could put additional pressure on local facilities and infrastructure, such as the primary school, water and sewage utilities and traffic.

Q2 - Does the Parish Council want the District Council to explore the potential for developing part of the proposed housing allocation as cemetery land?

LDPC 2 - By a majority decision (Yes = 6, No = 1), the Parish Council agreed that ECDC could explore the potential for burial land as part of the proposed housing allocation (potentially in lieu of public open space).

Q3 - Do you agree with the proposed key principles for the housing allocation (as set out in policy DOWN1)?

LDPC 3 - The proposed key principles for the housing allocation (as set out in policy DOWN1) were unanimously agreed with the exception not to provide a vehicular access from Cannon Street.

Q4 - What are your views on employment development at Little Downham? Do you support strategy based upon employment development on the edge of the village coming forward on a windfall basis?

LDPC 4 - It was unanimously agreed to support employment development on the edge of the village and in the preferred area of Cowbridge Hall Road, near existing small industrial units.

Q5 - Do you agree with the proposed description of Little Downham in the Draft Vision?

LDPC 5 - It was unanimously agreed that the proposed description of Little Downham was acceptable and that ECDC could choose a village photograph to insert.

Q6 - What new/improved infrastructure and facilities would you like to see?

Cllr Winters proposed the provision of a Doctor's Surgery. This was not seconded.

LDPC 6 - The Parish Council unanimously agreed with the list of priorities suggested by ECDC, especially improvements to water and sewage utilities, school facilities, adequate bus service and burial ground. The Parish Council owns the play area and sports ground and has secured funding for the replacement of two pieces of equipment and the All Weather Court Fence, which will be carried out shortly. Funding is also being sought for an extension and refurbishment of the Pavilion.

7.40pm 8 parishioners left. Cllr Hall was invited back in the meeting.

Pymoor

Q1 - Do you agree that the land north east of 9 Straight Furlong should be allocated for housing (total of 10 dwellings)?

LDPC 1 - It was unanimously agreed that the land north east of 9 Straight Furlong should be allocated for housing (total 10 dwellings).

Q2 - Do you agree with the proposed key principles for the housing allocation (as set out in policy PYMO1)?

LDPC 2 - By a majority decision (Yes = 7, No = 1), the Parish Council agreed with the proposed key principles for the housing allocation (as set out in policy PYMO1).

Q3 - Do you agree with the proposed description of Pymoor in the Draft Vision?

LDPC 3 - It was unanimously agreed that the proposed description was acceptable and that ECDC could choose a village photograph to insert.

Q4 - What new/improved infrastructure and facilities would you like to see?

LDPC 4 - The Parish Council unanimously agreed with the list of priorities, as well as improvements to local roads in and around Pymoor and maintenance of highway verges. The Parish Council owns the play area and sports ground and has recently approved a quotation for the replacement of the play area fence, which will be carried out during 2012/13.

8.00pm Stewart Patience was thanked for attending and left. Cllrs BL & GH Taylor were invited back in.

97/12 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

8.01pm Dist. Cllr Bailey had nothing to report and left the meeting.

1. Dist. Cllr Goodge emailed a report to inform that he had been into ECDC and discussed all areas to be included in the new development plans for villages in the Downham Ward and agreed with the Councils' suggestions. He had also complained again about the mechanism in which the Deanta site had been allowed to transfer from agricultural buildings to business storage, which opens it up for other business development on that site, which is near domestic properties.

98/12 COUNTY COUNCILLOR'S REPORT (County Cllr P Read) – No report

99/12 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved** unanimously that the minutes of 13 September 2012 be approved and signed by the Chairman as a true record.

100/12 MATTERS TO REPORT

1. **(Min.48/12.5) To consider an easement for Local Nature Reserve water pipes** – The resident replied informing that they are unable to accede to the Council's request and it will be down to the Parish Council to make arrangements with the new owner about future use. The Clerk was instructed by the Council's solicitor to write and request their solicitor's details in order that the Council can make formal disclosure of the pipes, which are an Overriding Interest.
2. **(Min.59/12) Lt Downham and Pymoor Play Area Safety Surfacing** – Limited advice was received from Wicksteed regarding the quantity and distribution of wetpour repair material. Four bags had been ordered @ £50 per bag + carriage at 8.5%, total cost of £217 + VAT. The handyman will apply wetpour to the gaps as soon as possible.
3. **(Min.90/12) Pavilion Working Group** – A Big Lottery grant was being applied for.
4. **(Min.90/12) Cemetery Working Group** – Advertisements for Burial Land offers have been placed in the Ely Weekly News, Parish Magazine, notice Boards, local shops and on parish website: littledownham.net.
5. **(Min.86/12.4) To re-arrange Council meeting 15/11/12 due to Police & Crime Commissioner Election** - Confirmation from Village Hall Secretary of meeting re-arranged to 22/11/12
6. **Main Street Bus Shelter adjacent to Village Hall** – The Handyman has been to various outlets in Cambridge and to search for peg tiles, but none in stock. Via the internet, Taylor Reclaim, Wisbech, have something similar, but the handyman will have to visit to see. The Chairman thought she might have some in her yard. It was also suggested a local builder might have some.

101/12 PLANNING MATTERS

1. **Planning correspondence -**

8.08pm Cllr RS Martin left the meeting before the next item was discussed.

- 1.1 **12/00736/FUL** Mr & Mrs Rutterford and Mr & Mrs Lockwood, Tower Mill & Land to rear of 35 Ely Road Little Downham - Conversion of Tower Mill to residential accommodation and construction 4 bed house with glazed link - **Resolved** that the Parish Council had no concerns.

8.15pm Cllr RS Martin was invited back to the meeting. Cllrs BL & GH Taylor left the meeting.

- 1.2 **12/00767/FUL** Mr & Mrs Garnham, 24 Eagles Lane, Lt Downham – Single storey side extension - **Resolved** that the Parish Council had no concerns.

- 1.3 **12/00834/PDR** Mr & Mrs M Savage, Head Fen Cottage, Head Fen, Pymoor – Proposed garage - **Resolved** that the Parish Council had no concerns.

8.20pm Cllrs BL & GH Taylor were invited back to the meeting.

- 1.4 **12/00853/FUL** Mr & Mrs S Mitchell, 32 Cannon Street, Lt Downham – Demolition of part of garage and new 4 bedroom dwelling adjacent to existing dwelling - **Resolved** that the Little Downham Parish Council had concerns about this application and recommended outright refusal of permission for the following reasons:

1. Overdevelopment of the site

The proposed development is considered too large for the plot. It would give an overcrowded appearance to the existing site and dwelling.

2. Vehicular Access onto the road

Due to the size of the plot and proposed development, there is a lack of turning area for vehicles and this would result in vehicles reversing out onto the road.

- 1.5 **12/00763/FUL** Mr & Mrs S. Shipman, 28 Bury Green Little Downham - Two storey side extension - **Resolved** that the Parish Council had no concerns.

For information only:

- 1.6 ECDC Applications approved: 12/00650/FUL, 12/00711/TRE, 12/00660/CLE (not consulted)
1.7 Planning Inspectorate Appeal Decision: Dismissed – Mr KO Winters – Land off First Drove, Lt Downham

102/12 FINANCE

1. **Monthly Internal Audit** was carried out by Cllrs DA Adams-Payne and GH Taylor.

8.43pm Cllr GH Taylor left the meeting before the next item was discussed.

2. **Pymoor Social Club: Request for support of Section 106 grant from ECDC for driveway** – As there are currently no Section 106 funds available, the Council is unable to support a request. **Resolved** that the Council could not support Pymoor Social Club's request for Section 106 funding at present, but it would be willing to reassess when funds are available.

8.50pm Cllrs GH Taylor was invited back to the meeting.

3. **To approve annual insurance renewal** – It was noted that this is year 3 of the 3-year term. **Resolved** to approve the current list of assets and renewal premium of £1786.75.
4. **To approve quote from Kestrel Fencing for All Weather Court Goal Recesses (Min.30/12.1)** – The goal recess groundwork was considered and approved. **Resolved** unanimously to approve the additional cost of £2645 for groundcover in the goal recesses by Kestrel Fencing.
5. **To approve bills and other items for payment** - Proposed by Cllrs DA Adams-Payne and GH Taylor and unanimously agreed. **Resolved** unanimously to approve list of payments for cheque numbers 001006 – 001007 and BACS payments 024 to 032 for the total sum of £5734.82.
6. **Friends of Downham Feoffees Primary School: Request of funding for school trip** – The Council was able to consider this outing request under LGA1972 s137 because the event is open to the whole of the population of the school and is not being organised or funded by the school itself, but a separate body and is therefore extra-curricular. The FDFPS have funding for the tickets @ £1344, but request a contribution towards the transport @ £1400. Cllr KO Winters proposed a contribution of £700, but it was not seconded. **Resolved** unanimously to grant £500 towards the transport for the whole school trip to Hunstanton Theatre under Local Government Act 1972, Section 137.

103/12 PARISH COUNCIL LAND AND ASSETS

1. **Mrs D Ison: Permission for group of dog walkers to rent Holts Meadows** - The request was discussed and decided against. As an alternative, it was noted that Myles Meadow could be used for dogs during the winter when cattle have been taken out. **Resolved** unanimously not to rent Holts Meadow for dog use for the following reasons:
1. It could affect the Council's registration of the Rural Payments Agency's Single Payment Scheme.
2. The renting of restricted areas for dogs is not quoted in any Management Plans or grant applications for The Holts Nature Reserve or The Local Nature Reserve and could cause the Council problems with grant funders.
3. Concern regarding dog waste in the meadows.
2. **Mr & Mrs Brown: Request removal of bus shelter adjacent 100 Main Street, Lt Downham** – It was decided to defer this matter to the next meeting for councillors to look at the shelter.
3. **Corrina Nicholson: Offer of community activity from Girl Guides i.e. bedding plants, bulbs** – The Council was pleased to receive the request and happy for the Guides to plant bulbs in clusters on Church Green and Cub Green.

104/12 PARISH MATTERS

1. **Neighbourhood Panel Meeting (01/10/12) – Cllr Winters’s report** – Cllr Winters informed that Coveney reported a problem with traffic and large vehicles being diverted through its parish following an accident on the A142 and that more laybys are needed on the narrow roads. He said he tried to push forward on the conditions of the road but CCC said subsidence was due to drought. Cllr Winters stated that he felt the verges were not being maintained. He said didn’t mention the Council’s issue of 4x4s in the parish, but the police had spoken to several people.
2. **CCC parish meeting re: bus service consultation 01/10/12 – Cllrs G Taylor and Winters’s Report** – Cllr Taylor reported that she attended the meeting but was the only person there that was not part of the presentation group. The Council was asked for ideas on what people will use and how to advertise to people. The Council suggested that the County Council should support Ely & Soham Dial-a-Ride (ESDAR). During the past couple of years, ESDAR has provided the Little Downham County-subsidised 125 service from Ely to Little Downham Parish and should be supported with increased funding because it is also used by individuals to travel to Ely for work, doctor appointments, shopping and other trips and outings. It could be promoted through local churches, Over 60s’ Groups, Playgroups and Young Mums’ Clubs and local parish magazines.

105/12 HIGHWAYS, PARISH PATHS & BYWAYS

1. **Replies re matters reported from previous meetings**
 - 1.1 **Gulley near St Leonards Church, adjacent to Lawns Farm entrance, Main Street, Lt Downham** – CCC informs that the gully was cleaned out recently.
 2. **To report current matters of concern**
 - 2.1 **Gulley near St Leonards Church, adjacent to Lawns Farm entrance, Main Street, Lt Downham** – There is still a problem with gully.
 - 2.2 **Ely Road, Little Downham** - Between Cowbridge Hall Road and Lawn Lane there is concern that the dike has been filled in without a pipe.
 - 2.3 **Junction to Coveney at Mill Hill, Lt Downham** - Drain possibly blocked because water takes a long time to drain away.
 - 2.4 **B1411 between Willow Farm and Westmoor Common Bridge** - Concern regarding road conditions, as large vehicles are seen to sway due to uneven roads.
 - 2.5 **Bus shelter adjacent to 3A Cannon Street, Lt Downham** – Mr Houghton emailed his opinion that if the entrance to a new housing development is to be on the site of Peter Saberton’s Blacksmiths workshop then the shelter should be moved on grounds of safety because school children use the bus stop. The Council deferred comment to wait until the land is developed.

106/12 EXCLUSION OF PUBLIC AND PRESS

It is hereby resolved in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 107/12 and 108/12, it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

107/12 TENDERS

1. **To consider quotes for Pymoor Play Area Fence** – Three quotes were received for Bow Top Fencing as like at Little Downham Play Area. The quotation from Total Security was preferred. **Resolved to accept the quote from Total Security @ £5579.67 + VAT to remove the old fence on the west and south sides at Pymoor Play Area and replace with Bow Top fencing.**

9.45pm Cllr Winters left the meeting.

108/12 HUMAN RESOURCES

1. **Handyman position** – A letter of resignation was received from Mr Wardle, who now has a full time job. He thanked the Council for his two years of employment and is willing to carry on with his duties until a replacement is appointed. It was agreed to advertise in the Ely Weekly News, Parish Magazine, notice boards and website. The closing date will be 09/11/12 and interviews on 16/11/12. Cllrs D Adams-Payne, M Oldfield and B Taylor would sit on the Interview Panel.

109/12 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 9.55pm.

Signed (Chairman) Date