

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 13 March 2014 commencing at 7.00pm.**

**Councillors present:** MM Oldfield, in the chair, and DA Adams-Payne, CM Frankland, GF Frankland, RS Martin, BGF Smith, BL Taylor, GH Taylor and KO Winters. **Clerk:** Mrs J Wardle

**Other attendees:** District Cllr T Goodge.

**150/13 APOLOGIES FOR ABSENCE** - Cllrs CE Hall and LEA Joel, Dist. Cllr A Bailey and County Cllr P Read.

**151/13 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr RS Martin** declared a prejudicial interest in item 162/13.1 (Cemetery update), because he is a churchwarden (004-2014).
2. **Cllr GH Taylor** declared a personal interest in item 157/13.4 (Pymoor Social Club – Requests support for S106 funding for driveway) because she is currently a committee member (005-2014).

**152/13 PUBLIC FORUM** - None

**153/13 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)**

1. Dist. Cllr Goodge informed that he had attended a drainage board meeting and discussed issues relating to the area, expressed support for Section 106 money to be used for the Main Street Crossing Project and updated the Council on matters and restructuring proposals at ECDC.

7.21pm Dist Cllr Goodge was thanked for his report and left the meeting.

**154/13 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)**

1. Cllr Read emailed to inform that he has had a reply from Steve Barclay MP about the concerns raised regarding the New River. He also had a reply from the Environment Agency saying they "have dredged parts of the river already and will do some more when the government gives them enough funds".

**155/13 TO APPROVE MINUTES OF PREVIOUS MEETING**

1. **Resolved** that the minutes of 13 February 2014 were correct and signed by the Chairman as a true record following the amendment of the word *aware* to *award* in the resolution at item 148/13.1.

**156/13 MATTERS TO REPORT**

1. **(Min.148/13.1) 2014 Grass Cutting season** – Acceptable references were obtained from Stretham and Littleport Parish Councils for CGM grass cutting.
2. **Buildings of Local Interests** – Nominations are invited for buildings/structures to be included on a local register of 'Buildings of Local Interest'. The closing date is 4:00pm on Friday 2<sup>nd</sup> May 2014. The invitation is also open to individuals to make nominations.
3. **Lt Downham & Pymoor Annual Parish Meeting** is to be held in Lt Downham Village Hall on Friday 2 May at 7pm. Posters will be put on up on notice boards in April.
4. **(Mins.146/13.1) Dial-a-Ride AGM** (Cllr Oldfield) – The AGM was well attended by many elderly people, helpers and volunteers who use the service and support it for the community. The Chairman, Gillian Leeper, reported on the price of petrol, vehicle maintenance and replacements and the concern regarding reduced funding. CCC reviewed its funding for 2014/15 and has a 'pot' of £500,000 for community transport, which will assist for the medium term.

**157/13 FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs CM Frankland and BGF Smith.

8.15pm Cllr KO Winters left the meeting. 8.18pm Cllr Winters returned.

2. **S Barclay MP – requests support for application of S106 funding to cover the £5000 shortfall of funds for the Main Street Crossing LHI Bid 2014/15** – It was noted that Emma Turrell's LHI bid for £10,000 of CCC funding for the proposed crossing had been successful (Min.39/13, 48/13 & 69/13). Mr Barclay's letter was discussed, as well as concern regarding location and sufficient space for zigzag lines near the crossing. A vote result on the resolution below was 8 In favour and 1 Against.  
**Resolved to support £5000 of Section 106 money being used towards the project on Main Street on the proviso that the Parish Council is involved in the exact site location of the crossing.**
  3. **To consider holding fundraising funds for the Main Street Crossing LHI project (2014/15)** – As funds for the crossing are to come from S106 funding, there will be no fundraising funds to hold.
  4. **Pymoor Social Club – Requests support for application of S106 funding to resurface the Social Club driveway** – It was suggested that prior to making a decision, the Council should consider requesting a legal right of way over the driveway to the recreation area car park and play area. It was noted that if the land is sold at any time for development, public funds would have been used on private land with no benefit to the public. The Clerk was instructed to request the following from the Club secretary: three up-to-date quotes, sketch of the resurfacing area, a copy of the latest annual accounts, a list of who the Trustees are and a copy of the Club's Constitution (if changed since 12/03/11, as the Clerk already has a copy).
  5. **To approve bills and other items for payment** - Items for payment were proposed by Cllr CM Frankland and seconded by Cllr BGF Smith.  
**Resolved unanimously to approve list of payments for BACS payments 158 to 166 and direct debits for the total sum of £6431.72.**
  6. **To consider purchase of large dog waste bins to replace at Hurst Lane and Townsend** – The Clerk reported that ECDC does not supply dog bins but will install them if the Parish Council purchases them. Three types of bins and prices were considered.  
**Resolved unanimously to approve the purchase of two WDB/LU60 green bins and posts from Wybone Ltd.**
  7. **Rural Cambs Ely Citizens Advice Bureau – grant request** - Approved.  
**Resolved unanimously to approve BACS Payment 167 for £300 to Rural Cambs Citizens Advice Bureau.**
- 158/13 **COUNCIL MATTERS**
1. **Chairmanship training** – The Chairman reported that she had attended Chairman training and felt it was very informative. She provided a copy of General Guidance on Conduct at Meetings and a Parish Councillor Job Description to all members and requested that they take note for future meetings.
  2. **Councillor training and Openness and Transparency on Personal Interests** – The Chairman reminded members that they could access information on the CAPALC website and request to attend training at any time. She pointed out that all members were given another copy of the Openness and Transparency on Personal Interests document with their recent agenda and they should be aware of when they are required to declare interests at meetings.
- 159/13 **PARISH LAND**
1. **To consider cleaning of Lt Downham Recreation Area Ditch** – The ditch needs cleaning. The Clerk will obtain quotes for the next meeting.
- 160/13 **HIGHWAYS, PARISH PATHS & BYWAYS**
1. **Replies re matters reported from previous meetings:**
    - 1.1 **New BT junction box, Church Way, Lt Downham** – CCC Officers have observed the junction and do not consider there to be a problem. Apart from the new junction box, the signage has not change since at least 2008, as seen on Google Maps.
  2. **To report current matters of concern:**
    - 2.1 **Pymoor Lane, Dunkirk, Second, Third and Fourth Drove** – Grips need cleaning in the verges.
    - 2.2 **Beild Drove, Lt Downham** – Request planings to fill in potholes.

3. **LDPC LHI Bid 2014/15** – CCC consulted the Parish Council on proposed work, which was approved. The Council requested that the interactive signs be retained and changed from 40 to 30 mph.
4. **Barrier on Footpath No. 21 (Lt Downham Recreation Area to Eagles Lane) update** – To save on costs, it was suggested and approved that the handyman install a bollard to one side of the footpath that would restrict vehicles driving through but not obstruct pedestrians.

**161/13 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 162/13, 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.

**162/13 PARISH COUNCIL LAND AND ASSETS**

9.30pm At the Chairman's discretion, the following items were considered in reverse order so Cllr Martin could be present for items 2 and 3, then leave before item 1 was discussed.

9.31pm Cllr DA Adams-Payne left the meeting. 9.33pm Cllr Adams-Payne returned.

3. **Lt Downham War Memorial – maintenance quotes** – The Clerk reported that she was not yet in possession of three quotes, despite contacting four contractors. Quotes will definitely be available for consideration at the April meeting.
2. **Pymoor Play Area – replacement carousel quotes** – Five quotes were considered from three contractors.  
**Resolved unanimously to approve the quote from Wicksteed Leisure Ltd for a Spirowhirl roundabout and wet pour safety surfacing @ £8551.30 using funds from Pymoor 106 account and Public Open Space Section 106 money.**
1. **Cemetery – update** – The Chairman reported that there were three parcels of land for consideration. The landowner of one parcel was willing to talk to the Council. The Cemetery Working Group would pursue enquiries about the condition of the land and drainage pipes. The matter therefore was still being investigated in order to provide a recommendation to the Council.

**163/13 REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. Concerns re risk of flooding in Pymoor

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

Signed ..... (Chairman) Date .....