

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 17 June 2010 commencing at 7.00pm.**

Councillors present: DA Adams-Payne, in the chair, DJ Badcock, CM Frankland, GF Frankland, CE Hall, EW Hall, RS Martin, M Oldfield (7.24pm), AJ White and KO Winters (7.03pm).

In attendance: Dist. Cllrs A Bailey and T Goodge.

APOLOGIES – Cllr BL Taylor and County Cllr P Read.

32/10 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr KO Winters** declared a personal and prejudicial interest in item 41/10.1.3 (Application 10/00363/VAR) because the applicant is his neighbour and item 45/10.1 and 2 because he is a member of the Conservation Group (Declaration no. 005-2010).

33/10 PARISH CRIME MATTERS

1. **Police Crime Reports** – No report on this occasion.
2. **To report recent events** – Two residents of Covey have received Awards of Commendation by Ely Sector Inspector, Andy Bartlett, for assisting in the apprehension of two men who were trying to steal diesel. Police are aware of youths messing about at North Fen Railway crossing but as yet they have been unable to catch them there.

34/10 BMX DIRT TRACK

1. **To receive update from working group** – No report on this occasion.

35/10 TO ADJOURN MEETING FOR PUBLIC FORUM

7.11pm No public present.

7.12pm Meeting reconvened

36/10 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

Dist. Cllr Goodge commented on the options of the ECDC Consultation at item 38/10.

37/10 COUNTY COUNCILLOR'S REPORT (County Cllr P Read) – no report

38/10 ECDC CONSULTATION ON NEW DECISION MAKING ARRANGEMENTS

1. **To consider comment from the Parish Council** – The options were discussed.
Resolved unanimously to select Option 3 (Retaining the committee based system)
The Clerk will submit the Council's selection online and was asked to request feedback.

7.24pm Cllr Oldfield arrived.

39/10 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved unanimously that the minutes of 27 May 2010 (Full Council) be approved and signed by the Chairman as a true record.**

40/10 MATTERS TO REPORT

1. **(Mins.25/10.3) Street Name & Numbering – complaints regarding errors with Sat Navs & Google** – ECDC will relocate Main Street sign to near the corner of Lawn Lane and place two Lawn Lane signs either side of the road adjacent to Ely Rod.
2. **(Mins.25/10.4) C Cuthbert – Concern regarding imminent and unexpected closure of The Anchor Public House** – It was reported that Punch Taverns cancelled the meeting with the temporary landlords 10 minutes prior to meeting. The Pub has closed.
3. **ECDC - Notification of Chairman and Vice-Chairman** – Cllr Anthea Davidson was elected as Chairman of ECDC and Cllr Tony Parramint was elected as Vice Chairman.
4. **(Min.206/09.2) Little Downham Fete Committee** – The Committee expressed thanks to the Council for the donation this year and reported that enough funds have now been raised to be self-sufficient towards next year's event.

41/10 PLANNING MATTERS

1. Planning correspondence -
 - 1.1 **10/00339/FUL** Mr Simon Cross, 1 Marshalls Lane, Lt Downham – Demolish existing living area and rebuild extended living area - **Resolved that the Parish Council had no concerns.**
 - 1.2 **10/00341/FUL** Mr K Atwal, 93 Main Street, Lt Downham – Construction of single garage, garden shed and carport – retrospective - **Resolved that the Parish Council had no concerns.**

- 7.40pm Dist Cllr A Bailey left the meeting.
Cllr KO Winters left the room prior to the next item being discussed.
- 1.3 **10/00363/VAR** – Mr RMJ Yarrow, Home Farm, Third Drove, Lt Downham – Retention of a mobile home - **Resolved that the Parish Council had no concerns.**
- 1.4 **For information only:**
ECDC Applications approved: 10/00277/FUL,
- 7.45pm Cllr Goodge left the meeting. Cllr KO Winters was invited back to the meeting.
- 42/10** **FINANCE**
1. **Monthly Internal Audit** was carried out by Cllrs DJ Badcock and RS Martin. It was noted that cheque no. 000699 payable to SLCC for £25 (Min.24/10.5) was not included in the minutes of 27/05/10. It will be included in these minutes of 17/06/10.
 2. **To review bank credit ratings of Standard Life Bank (for higher interest account)** – The Clerk produced the ratings of the Standard Life Bank, Barclays Bank (which it now forms part of) and Lloyds TSB for reference. It was proposed by Cllr EW Hall, seconded by Cllr CE Hall, that the new account be opened. A vote result was: 9 For and 1 Abstention.
Resolved to transfer £50,000 to a Standard Life Bank Premium 10 Day Notice Account.
 3. **To consider appointment of Internal Auditor for accounts 2010/11** – The Council considered the position of Internal Auditor and Mrs Wallace's independence from the Council over the years.
Resolved unanimously to offer Mrs Caroline Wallace the position of Internal Auditor for the year ending 31 March 2011.
 4. **To approve bills and other items for payment** – The following was proposed by Cllr DJ Badcock, seconded by Cllr RS Martin and unanimously approved.
Resolved to approve list of payments for cheque numbers 000699 to 000713 and direct debits for the total sum of £5721.37.
- 43/10** **QUALITY PARISH COUNCIL**
1. **To consider re-accreditation of Quality Status due to expire Jan 2011** – The Clerk briefly explained the re-accreditation process, which costs £235, and that the Council could apply to the Panel meeting in December. Cllr Winters questioned that 80% of members must be elected and not co-opted. The Clerk confirmed that it is based on the last election figures. Cllr Winters requested a copy of the Quality Status criteria. A vote result was: 9 For and 1 Abstention.
Resolved to approve an application for re-accreditation at the Quality Status Panel meeting in December and the payment of £235. A Quality Status Guide will be sent to Cllr Winters
- 44/10** **PARISH MATTERS**
1. **To consider Draft Emergencies Plan for the Parish (from Neighbourhood Panel Meeting 19/04/10)** – It was decided not to complete the document at this time. The Clerk was instructed to email Alan Williams, (ECDC Neighbourhood Panel Coordinator) to express the Council's concerns such as the completion of the document, who would keep it up-to-date, the need for more than one coordinator and whether the provision of an emergency plan is outside the Council's remit. The Council strongly felt that in the event of an emergency the community would come together to assist one and other.
 2. **Condition of BT Phone Box on Main Street, Lt Downham** – The Clerk reported to BT that the box needs painting and a pane of glass is broken, which the handyman has since cleaned up. No work will be done until 2011. The Clerk will contact BT to ask if the council could paint the box.
 3. **East Cambs Local Development Framework – Invitation to Parish Council meeting 6 July** – Cllrs CM & GF Frankland, M Oldfield, CE Hall, KO Winters, AJ White and the Clerk expressed an interest to attend.
 4. **Revd. M Talbot, St Leonard's Church – To request provision of burial land in the future** – The cemetery is likely to be full in 4-5 years. At that time, the Church requests the Council to take over the maintenance of the cemetery, provide additional burial land and become the Burial Authority. The matter was deferred to the next meeting for further consideration of how to progress.
- 45/10** **PRESERVATION AREA**
- 8.37pm Cllr Winters stood up to leave the room because he was a member of the Conservation Group and the council was to discuss finance. Other Conservation Group members on the council questioned if they should leave the room as well. The Clerk informed that it was not necessary for anyone to leave the room because the following items were being requested for the Parish Council's land.
Cllr Winters left the room.

1. **Downham Conservation Group – Request for Cattle and Dog signs for the Local Nature Reserve** – The Conservation Group suggested 6 no. signs (3” x 3.5”) be purchase showing a dog with an X across it and stating ‘Please clear up after your dog’ (or similar), also 4no. Signs stating ‘Cattle in Field, Please keep dogs under control’ for Myles Meadow entrances, which will be put up as and when needed.
Resolved to order 6 no. ‘Please clear up after your dog’ signs and 4 no. ‘Cattle in Field’ signs.
2. **Downham Conservation Group – Request of funding for new seats in the Local Nature Reserve** – The Conservation Group is prepared to make six basic seats to install in the Nature Reserve. Three quotes were obtained for the materials and they confirmed that Fen Farm Supplies, Witcham, was the cheapest including free delivery @ £163.21, which equates to £21.15 per seat.
Resolved to authorise the Clerk to order the materials from Fen Farm Supplies, Witcham, at a total cost of £163.21 with delivery to 86 Cannon Street, Lt Downham.

Non-agenda item – as a matter of public health & safety

The Conservation Group reported that the makeshift gate to the pond in Holts Meadow hangs on two brackets and is often removed by youths and thrown in the pond. It was suggested that a new self closing gate be fitted to stop dogs jumping in the water and disturbing newts and other habitat.
Resolved that the handyman be asked to fit a new self-closing gate to a post at Holts Meadow Pond. If the handyman can’t do it, then Mark Wardle be authorised to do it as a matter of public health & safety.

8.42pm Cllr Winters was invited back in the meeting

46/10 RECREATION AREA

1. **To consider specifications for new All Weather Court Fence** – The Clerk informed that she was to draw up specifications for replacing the fence and asked if the council wished to consider goal units outside the playing area. The Clerk was instructed to obtain quotes for both options.
2. **To receive Little Downham Playing Field Committee Accounts 2009/10 and Report** – Mr GM Rose, Secretary/Treasurer provided the accounts and explanations for the Council to approve.
Resolved to approve the Downham Playing Field Accounts 2009/10 as produced by the Secretary/Treasurer, Mr GM Rose.
It was suggested that the Licence with the Village Hall for the Recreation Area (signed in 1994) be reviewed at the next meeting.

47/10 HIGHWAYS

1. **Replies re matters reported from previous meetings –**
 - 1.1 **Main Street, Lt Downham (Mins.30/10.2.1)** – The School’s Head Teacher informed that the low tree branches will be dealt with shortly.
 - 1.2 **Byway 49 (Clayway Lane, Lt Downham) (min.27/10.3)** - Cllr Winters reported that, following his attendance at the meeting in Witcham on 22 May (Min.27/10.2), he had assessed the Byway and arranged for it to be levelled by Ross Taylor and Rod Garnham because Cambridgeshire County Council said they had no money for gates to stop the 4x4 vehicles. The Clerk was instructed to write a letter of thanks to Ross Taylor and Rod Garnham.
2. **To report current matters of concern:**
 - 2.1 **Adventurers Drove, Pymoor** – Dips in the road at the top corner.
 - 2.2 **Dexter’s Bridge, to A Furlong, Pymoor** – Ruts in the road that need looking at.
 - 2.3 **Black Bank Road, Lt Downham** – A severe dip on the left hand side before the railway crossing from Station Road.
 - 2.4 **Little Street, Lt Downham** – A parishioner requested that the kissing gate be widened to allow him access to the Byways in his mobile scooter.
3. **Jointly Funded Minor Highways Improvements – 2011-12 Bidding Round** – It was suggested that the B1411, Seven Sisters, be submitted as a bid to reduce the likelihood of an accident. It was requested that the 40mph speed limit be extended from the village boundary on the B1411 to the junction of Orwell Pit Farm.

48/10 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. Cemetery Burial Land
2. Licence for Lt Downham Recreation Area

There being no further business, the meeting was closed at 9.30pm.

Signed (Chairman) Date