

LITTLE DOWNHAM PARISH COUNCIL

MINUTES of a meeting of the Parish Council held in the Village Hall, Main Street, Little Downham, on Thursday, 18 June 2009 commencing at 7.00pm.

Councillors present: RC Stacey, in the chair, DA Adams-Payne (7.06pm), DJ Badcock, CM Frankland, CE Hall, EW Hall, RS Martin, M Oldfield (7.06pm), BL Taylor, AJ White and KO Winters (7.26pm).

In attendance: Dist. Cllrs A Bailey and T Goodge, Mr Martinali (invited to speak at item 42/09) and five members of the Little Downham Sports & Leisure Committee.

Prior to start of meeting: The meeting doors were opened at 6.30pm for public viewing of the proposed Sports & Leisure Facility Draft Plans in relation to item 43/09; comments to be heard during Public Forum.

APOLOGIES - Received from PC K Humble and PCSO J Hall. Cllr Badcock apologised that he would have to leave the meeting by 9.00pm because of a prior engagement.

35/09 TO RECEIVE DECLARATIONS OF INTEREST

1. Cllr RS Martin declared a personal interest in item 44/09.1.2 because he is a tenant and owner of adjoining land (Declaration no. 011-2009).

2. Cllr AJ White declared an interest in item 44/09.1.3 because the applicant is his neighbour (Declaration no. 012-2009).

3. Cllr KO Winters (7.27pm) declared an interest in item 50/09 because he owns land on Black Bank Road, Little Downham (Declaration no. 013-2009).

36/09 TO ADJOURN MEETING FOR PUBLIC FORUM

7.03pm Meeting adjourned – no comments were made.

7.04pm Meeting reconvened.

37/09 PARISH CRIME MATTERS – Nothing to report on this occasion.

7.06pm Cllrs DA Adams-Payne and M Oldfield arrived.

38/09 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

1.1 Cllr Bailey reported that ECDC has allocated surplus Section 106 funding to parishes (proportionate to development) and other infrastructure projects. Lt Downham has been allocated £8702 with no time limit of when it is to be used. This funding is in addition to projects itemised in current Unilateral Agreements. Cllr Bailey will make enquiries about £8000 thought to be remaining from the development at Apple Tree Court and £6000 from the Oak Farm Drive development itemised for the Pavilion disabled access and toilet.

1.2 Cllr Bailey informed that the Sustainable Fish Company had appealed against an enforcement notice served by ECDC. Local newspapers have reported that the company is in administration.

39/09 COUNTY COUNCILLOR'S REPORT (County Cllr P Read) – No report on this occasion.

40/09 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. RESOLVED: The minutes of 26 May 2009 (Extraordinary) were approved and signed by the Chairman as a true record.

2. RESOLVED: The minutes of 28 May 2009 (Full Council) were approved and signed by the Chairman as a true record following clarification of the following items:

- **32/09.2.2** – The ruts are situated between Dexter's Bridge and A Furlong, Pymoor.
- **32/09.2.10** – Reference was meant to the carriageway edges at some of the entrances of the Drovers.

41/09 MATTERS TO REPORT

1. Derelict Caravan, 8B Pymoor Lane, Pymoor – Following an enquiry in March 2008, Andy Smith, ECDC Enforcement Officer, updated the Council informing that the owner lives away, the caravan has been replaced and fenced off and been unused for a number of months. No action will be taken at present as there is limited harm to the amenity, however, this matter will be reviewed should the caravan becomes inhabited or further complaints be received.

7.26pm Cllr Winters arrived.

2. (Min.29/09.2) Lt Downham Village Hall – request of contribution towards cost of new notice board – Letter of thanks received from Village Hall Committee.

3. (Min.31/09.3) Kilo To Go – Flatout in the Fens Cycle Ride 21 June Request use of Pavilion for water station – The cyclists are expected through the village between 10am - 2.30pm.

4. (Min.30/09.4) To request ECDC install a litter bin near The Hot House on Main Street, Lt Downham – A new bin is to be considered on Main Street.

5. (Min.217/08.5) To consider writing to the Local Planning Authority to point out the detrimental affects of inadequate parking provision on new developments i.e. Oak Farm Drive – A reply was received from D Archer (Executive Director, Planning Services). The parking problems were recognised but explained as a consequence of planning permission granted on appeal. Consideration has been given in the Local Development Framework Core Strategy that up to two parking spaces will be considered in applications for future developments, although this will be bound by government policy. With regards to refuse collections from Oak Farm Drive, the road is a private road. Under the Council's contract with Veolia, the collection point is where the road meets the public highway. A further visit is planned to seek improvements to current arrangements, however, Veolia will not risk driving on private roads for fear of damaging the road and underlying service ducts where construction is not to adoptable standards.

6. (Min.23/09.1 & 30/09.5) Anti-Social Behaviour in Little Downham – As a Neighbourhood Panel Priority, the Police have arranged a meeting on 29/06/09 at 10am in the Book Café, as it's their duty to do a 'follow-up' with the Clerk and members of the Council if available. Cllr Winters (Neighbourhood Panel representative) and Cllr Badcock expressed an interest to attend.

42/09 FLOWERS IN LITTLE DOWNHAM

1. To discuss suggestions from Mr L Martinali (Min.30/09.2) – Mr Martinali suggested flowers in the tubs on the village grassed areas and at the entrances of the village. This could be possible on Parish Council land but regulations apply to the highway verge. Mr Martinali has an allotment and will ask others at the Allotment Association if they are willing to plant and maintain tubs in the village. The Clerk will make further enquiries with CCC Highways regarding plants near the village nameplate signs on the highway verges.

7.38pm Mr Martinali was thanked for attending and left. One parishioner arrived.

43/09 LITTLE DOWNHAM SPORTS & LEISURE PROPOSAL

1. To receive report from Sports & Leisure Working Group – The draft plans were displayed at the village fete 07/06/09 and 182 people made comments; all were in favour. A copy of the comments will be given to the Council for its records. Currently, an approximate measurement of 30 metres x 37 metres is being considered as the development area for the lease, although, it is likely that the draft plans may be revised. The Committee has spoken to the Football Teams and Cricket Club but is yet to discuss matters in detail with the Youth Group. The Committee is looking into opening a bank account and setting up a constitution.

2. To consider public comments on draft plan and letter from Little Downham Village Hall – No public comments were made prior to the Council meeting. The letter from the Village Hall Committee was read and the points made were noted.

3. To consider a Lease of land for new multifunctional building – The Council considered the proposal, area of land required for the new building and matters relating to a lease. A recorded vote result was as follows: In favour – Cllrs DA Adams-Payne, DJ Badcock, CM Frankland, CE Hall, RS Martin, M Oldfield, RC Stacey, B Taylor, A White and KO Winters. Against – Cllr EW Hall.

RESOLVED: To consider a Lease of land in the recreation area to the Little Downham Sports & Leisure Committee and authorise the Clerk to make enquiries with a solicitor.

The Clerk will contact Christine Battersby at Hall Ennion & Young, Ely. It was acknowledged by all present that, as well as other matters perhaps not thought of, the following will need to be covered:

- Who will own the building?
- Who will be financially responsible for building and management?
- Ownership of the land and legal duties under the lease.
- Insurance cover is required to ensure completion of the facility.
- An agreed term of the lease.

8.10pm Dist. Cllrs A Bailey and T Goodge left.

The Committee asked the Council if it could provide funding towards the project as personal funds had been used to produce the draft plans. The matter to be put on agenda of 23/07/09 meeting.

8.20pm Members of the Sports & Leisure Committee thanked the Council and left.

44/09 **PLANNING MATTERS**

1. To consider planning applications received:

1.1 09/00311/FUL Mr & Mrs G Voutt, 1B Park Lane, Lt Downham – Construction of dwelling – **Amendment** – Minor amendments to improve aesthetic of proposed dwelling.

RESOLVED: *The Parish Council had no concerns.*

8.23pm Cllr RS Martin left the meeting prior to the following item being discussed.

1.2 09/00347/OUT Archer & Archer Solicitors, Land adjacent to 39 Ely Road, Lt Downham – Detached dwelling. A recorded vote result was as follows: In favour – Cllrs BL Taylor, KO Winters, Against – Cllrs DA Adams-Payne, DJ Badcock, CM Frankland, CE Hall, EW Hall, M Oldfield, RC Stacey, AJ White.

RESOLVED: *The Parish Council had concerns and recommended outright refusal.*

Reasons: ~ *Not enough off road parking*

~ *The proposal is considered to be an overdevelopment of the site*

~ *The proposed development is not considered in keeping with the street scene.*

8.40pm Cllr RS Martin returned. Cllr AJ White left the meeting prior to the following item being discussed.

1.3 09/00439/FUL Mr & Mrs C Wilson, 74 Ely Road, Lt Downham – Single storey rear extension to form workshop. **RESOLVED:** *The Parish Council had no concerns.*

8.42pm Cllr AJ White returned to the meeting.

2. Planning correspondence

For information only:

2.1 ECDC: Notification of Appeal lodged by Mr J Cherrie (re Sustainable Fish Company, Pymoor) against an Enforcement Notice issued 31/03/09 in relation to planning issues – The Council agreed to support concerns expressed by parishioners.

2.2 Planning Inspectorate Appeal Decision: Dismissed – RE Parisi - relating to containers and land at Black Bank Road, Littleport – Use must cease within 12 months and the land to be restored to condition prior to commencement of breach within 18 months.

At the Chairman's discretion, the following item was brought forward because Cllr Badcock had to leave the meeting by 9.00pm.

49/09 **LITTLE DOWNHAM RECREATION AREA**

1. To update on Lt Downham & Pymoor Play Pathfinder Projects – IT was reported that the working group had met and drawn up a questionnaire to be printed and be given to the school children for completion. Cllr Badcock is to arrange a meeting with a Design consultant for a site surveys on both play areas.

8.55pm Cllr Badcock gave apologies and left the meeting.

2. To update on the Youth Shelter Project in Lt Downham Recreation Area – The survey results were reviewed. It was agreed to accept the most popular choice of shelter and install a Polycarbonate bus shelter style structure, but with clear lower panels and green top to compliment the recreation area and adjacent countryside. In taking account of the new Sports & Leisure facility proposed in the area of the pavilion and outbuildings, it was decided to site the youth shelter near the All Weather Court for now and consider re-siting, or siting another shelter, near the new building at a later date.

RESOLVED: *To forward the Youth Survey results to Michelle Burrell (ECDC) for approval of the grant funding and then proceed with the project as instructed.*

45/09 **FINANCE**

1. Monthly Internal Audit was carried out by Cllrs DJ Badcock and RS Martin.

2. Pymoor Agricultural & Country Show 04/07/09 – grant request – The Council was asked to match fund a grant from Cambridgeshire Community Foundation of £1450. It was unanimously agreed that the Council appreciated the work involved in producing the show but could not consider giving public funds to an event where proceeds were given to charity.

3. To approve purchase of Clerk's new computer, accounts package and computer chair – In order to go ahead with purchasing the items, a spending limit was unanimously agreed.

RESOLVED: *To approve the purchase of a new computer, accounts package and computer chair within a maximum spending limit of £1200.*

4. To approve bills and other items for payment

RESOLVED: To approve list of payments for cheque numbers 000546 to 000559 and direct debits for the total sum of £4749.79.

46/09 COUNCILLORS & STAFF

1. To consider training sessions and seminars – The Clerk informed of a Society for Local Council Clerks branch meeting being held at Peterborough on 18/09/09 with subjects covering Freedom of Information, Annual Audit and Annual Return and the Code of Conduct. On this occasion, the meeting is open for councillors to attend. Cllrs D Adams-Payne, D Badcock, M Oldfield, R Stacey, B Taylor and O Winters expressed an interest. Event costs are £5 for the Clerk and £20 for each councillor. Confirmation of attendance must be made by 31/08/09 at the latest.

RESOLVED: To approve costs of the Clerk, Cllrs D Adams-Payne, D Badcock, M Oldfield, R Stacey, B Taylor and O Winters to attend the SLCC Cambridgeshire branch meeting at The Cresset, Bretton Centre, Peterborough on 18/09/09.

47/09 PARISH MATTERS

1. Preliminary request for allotments in Pymoor – This item was on the agenda in anticipation of written requests. The matter was deferred until written requests are received by the Clerk from six electors.

48/09 PRESERVATION AREA

1. To consider adopting Byelaws for Little Downham Local Nature Reserve - After discussing the draft byelaws, it was agreed that they were too restrictive for people to use and enjoy the area as they do now and difficult for the Council to regulate and enforce. Acts of anti-social behaviour and vandalism are criminal acts and can be enforced by the police without byelaws.

RESOLVED: Not to adopt Byelaws for Little Downham Local Nature Reserve at this time.

49/09 This item was discussed prior to 45/09.

50/09 HIGHWAYS

1. Replies from CCC re matters reported at previous meetings –

1.1 Beild Drove, Lt Downham – More planings will be provided up to the Beald Drove Farm.

1.2 Dexter's Bridge & A Furlong, Pymoor – This area is yet to be inspected.

1.3 Adventurers Drove, Oxlode, Pymoor – Funding is not available to resurface the road, but it has been marked for maintenance patching.

1.4 Cowbridge Hall Road, Lt Downham – CCC does not have this as a dedicated passing place and funding is not available for a new sign assembly at this location.

1.5 High Road/Mill Hill, Lt Downham – The Clerk has left phone messages asking the landowner to trim the hedge on the corner.

1.6 B1411 Ely Road, between end of footpath and the Rugby Club entrance – CCC does not have funding to extend the footway but it could be considered as a bid in the Jointly Funded Minor Highways Improvement Scheme 2010/2011, even though it is outside the parish boundary.

1.7 Red Road Strips, Lt Downham – The strips outside the plough will be resurfaced when work is done outside the school.

1.8 Black Bank Road, Lt Downham – This area has been marked up again for patching.

1.9 Main Drove, Lt Downham – This is yet to be looked at.

1.10 The Drovers, Lt Downham – Patching work will be considered in places.

2. To report current matters of information

2.1 Cowbridge Hall Road, Lt Downham – This was a requirement of planning permission for the industrial buildings on Cowbridge Hall Road.

2.2 Main Drove, Lt Downham – As a recurring problem of overgrown conifers, CCC to be asked to write to the parishioners to request that they be removed.

2.3 The Drovers, Lt Downham – The Clerk will emphasize that it is the carriageway edges that need looking at on some of the entrances to the Drovers.

2.4 Pond Lane, Lt Downham – Potholes and an uneven road surface was reported.

2.5 High Road/Mill Hill, Lt Downham – The hedge has not been cut back. The Clerk will contact the landowner.

3. Reply from Amanda Mays re site visit invitation on Black Bank Road, Lt Downham – Ms Mays declined the Council's invitation because although the road has issues it does not have high severity accidents and with limited resources her work is primarily targeted to almost 200 cluster sites in the County. No further action will be taken on this matter.

4. To consider re-siting the seat outside the school further back from the pavement – This was suggested to reduce congestion in front of the school and reduce the risk of children stepping into the layby where cars and buses pull in. Cllr Stacey will suggest this to the School Governors.

5. **For information only:** Surface Dressing programme 2009/10 – Bury Green & Lawn Lane.

51/09 **CORRESPONDENCE**

For information only:

1. Lt Downham Village Hall – **Playing Field Committee - Astro turf Hirings Accounts 2008/09**

52/09 **REQUEST OF ITEMS FOR NEXT MEETING**

1. **Flowers in Lt Downham.**

2. **Little Downham Sports & Leisure Committee – Funding request.**

There being no further business, the meeting was closed at 10.00pm.

Signed (Chairman) Date

