

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 24 November 2016 commencing at 7.00pm.**

**Councillors present:** JL Waters, in the chair, and JW Barker, CE Hall, MM Oldfield, MAC Seidler, BL Taylor, GH Taylor and KO Winters. **Clerk:** Mrs J Wardle

**Other attendees:** County Cllr L Dupre, Dist Cllrs A Bailey and M Bradley and three parishioners.

**101/16 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE** – Cllrs LEA Joel, RS Martin and G Ord.

**102/16 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr MM Oldfield** declared a personal interest in item 109/16.1 (Fete Committee request) because she is a member of the Fete Committee (Declaration 036-2016).
2. **Cllr BL Taylor** declared the following interests (Declaration 037-2016).  
**Cllr GH Taylor** declared the following interests (Declaration 038-2016).  
2.1 Personal interest in item 107/16.1.4 (Application 16/01423/OUT) because they are an Uncle and Aunt respectively to Mr NJ Taylor.  
2.2 Personal interest in item 107/16.1.5 (Application 16/01424/OUT) because they are an Uncle and Aunt respectively to Mr NJ Taylor.

**103/16 PUBLIC FORUM**

Mrs Hinchliff and Mr Moore expressed concerns regarding item 107/16.1.1 (Application 16/00795/FUL). They were still concerned with the proposed development being close to their properties resulting in an invasion of privacy in their homes and gardens, plus parking issues and access to the new development.

**104/16 COUNTY AND DISTRICT COUNCILLORS' REPORTS**

1. County Cllr Dupre report: CCC Winter gritting budget had been cut meaning that only 30% of the county's roads would be gritted this year, compared to 44% last year. A reduced number of vehicles will be on the roads and only the main A and B roads, roads to railway stations and other transport interchanges are first to be gritted. Roads dropped from the preventive programme will be added to the secondary list, which will be gritted if four consecutive days of freezing road temperatures are predicted. The devolution deal is due to be considered by the authorities in November, following changes made by the Government. All authorities must vote in favour of the deal, otherwise it will not go ahead. The Government requires each NHS Clinical Commissioning Group (CCG) to submit a Sustainability & Transformation Plan (STP) showing how local health services would become sustainable over the next five years. CCC's Health Committee is preparing to scrutinise the Cambridgeshire & Peterborough STP in some depth; however, it is still unclear whether the document means that Minor Injury Units are to be saved. CCC's financial position over the next few years continues to be precarious. The Government has told CCC that in three years' time it will be in a 'negative revenue support grant' position, whereby it will have to pay the government rather than the other way round; the sum involved will be £7.17 million in 2019/20. CCC will argue Cambridgeshire's case that it should not be disproportionately hit by funding reductions, because of its current underfunding and because of the importance of the county in driving economic growth. The proposed installation of number plate recognition cameras in Cambridge at peak times is unlikely to go ahead due to a massive groundswell of opposition, although the issue of traffic congestion in Cambridge still needs to be addressed. Cllr Dupre was promoting Ely Food bank's reverse advent calendar initiative during November for families in need at Christmas and an alternative suggestion for December, which will be distributed in the New Year. Forthcoming Meet Your Councillor surgeries at the Book Café are: Monday 5 December, 7:00-9:00pm and Wednesday 11 January, 2:00-4:00pm.
2. Dist. Cllr Bailey report: East Cambs voted overwhelmingly to accept the devolution deal. All other local authorities and the LEP have also voted to accept the deal. The election for a Mayor will be held on 4<sup>th</sup> May next year, alongside the County Council elections. The East Cambs Local Plan has been issued for consultation and includes one housing allocation site in Little Downham for 25 houses and one in Pymoor for 11 houses [as previously proposed in the village visions]. Landowners can still submit new pieces of land for consideration in this round of consultation. The Angel Drove Car Park Extension land has now been acquired and a planning application has been submitted. Land has also been acquired for an additional 80 spaces for car parking at Littleport Station, which will increase capacity to 115 spaces. A planning application will be

submitted in due course. Work is progressing well on Ely Cinema, which is due to open in Spring 2017. There will be a staged opening of the various food outlets. Work has started on the construction of the underpass and will be completed by March 2017 (the underpass houses the services and utilities to the main site and so has to be completed before the cinema can open). Work on the new District Leisure Centre will start at the end of November, with the first stage being the access road through the site and ground works. The Centre is due to open early 2018. VolkerFitzpatrick will begin work on the Ely Southern Bypass site in early 2017 with preparatory ground and utility works. Anna expressed thanks for the huge response from residents and local councillors following the initial proposed closure of the Princess of Wales Minor Injuries Unit. The CCG has published its Sustainability and Transformation Plan, and the section on the future of the three Minor Injuries Units, includes the one at the Princess of Wales Hospital in Ely. It is still not certain, as the CCG has to go through a formal process of analysing its previously published six options, but it is positive news.

3. Dist. Cllr Bradley reported: There was nothing to add to Anna and Lorna's reports except to say that the devolution deal transport will be governed by one body. Mike explained that he was happy to call in planning applications, but prefers to wait and see what the planning officer is considering before taking an action, as there is no point calling it in if the planning officer is of the same opinion.

7.35pm The Councillors were thanked for their reports. County Cllr Dupre left the meeting.

#### **105/16 TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved unanimously that the minutes of 20 October 2016 be signed by the Chairman as a true record.**

#### **106/16 MATTERS TO REPORT**

1. **East Cambs Local Plan suggested development sites (Min.44/16.1) – All members present were given a copy of the East Cambs Local Plan proposed development sites: Little Downham - 25 houses on land situated west of Ely Road and to rear of Cannon Street, Pymoor – 11 houses on land north west of Straight Furlong. A public consultation will be held early in the New Year.**

#### **107/16 PLANNING MATTERS**

1. **Planning correspondence -**

- 1.1 **16/00795/FUL Mr & Mrs A Youngman Land adjacent 24 Kiln Close Little Downham - Erection of new 4 bedroom dwelling and double garage – Amendment – The amendment involves new position of front door - **Little Downham Parish Council had concerns regarding this application and recommended outright refusal for the following reasons.****

1. **Over development of the site – The proposed amended dwelling is still considered to have a cramped appearance within the site and be inappropriate for this location due to its size and bulk.**
  2. **Back land development – The proposed dwelling is considered to be too close to neighbouring properties and will cast a shadow over the small gardens most of the day. The windows and door on the north east elevation will overlook adjacent bungalows and gardens, which is considered an invasion of privacy.**
  3. **Measurements - The Parish Council has been informed that there is a discrepancy with the plans and the measurement of gardens, which is misleading to their actual size and the proximity of the proposed dwelling to neighbouring properties.**
  4. **Access and Parking Concerns – The Council considers two parking spaces is insufficient for a 4-bedroom dwelling. There is a lack of parking in Orchard Estate and existing congested parking issues, especially in front of the narrow access to Nos. 20a, 20b and the proposed site, which raises concerns of access for emergency vehicles to the area. The increase of vehicles to and from the 4-bedroom property will have a detrimental effect on local residents.**
  5. **Outside the development envelope – Although this is not a reason for refusal on its own, it is observed that the development site is outside of the development envelope of Orchard Estate and Lawn Lane.**
- Additional comment**
6. **The Parish Council considered its comments following representations from local residents attending the council meeting and expressing objections to the application.**

- 1.2 **16/01382/OUT** Mr Nye, Site At Stables Hurst Lane Little Downham - Outline permission sought for large detached single dwelling - 2 storey with tree belt planting to northern edge POTENTIAL DEPARTURE - **Little Downham Parish Council had strong concerns regarding this application and recommended outright refusal for the following reasons.**

1. Development in the open countryside – The proposed site is directly opposite the duly declared Little Downham Local Nature Reserve and in the open countryside south of Little Downham village. A dwelling of any size, let alone the proposed large 2-storey dwelling, would be obtrusive and not fitting in this preserved countryside location and contrary to various ENV policies of the East Cambs Local Plan 2015 and the current National Planning Policy Framework. Approval of this development could set a precedent for infill applications on land north of the new dwelling to the village, which would be detrimental to the tranquillity of the Local Nature Reserve, Community Orchard and natural environment of the area.

2. Contravention of planning conditions for the site – Planning permission conditions of the site to change arable land to paddock land for the grazing of horses (private use) stipulated that there should be no development on the site. Permission was granted between 2005-2008 for the change of use, the siting of stable blocks and the installation of a woodchip dry standing area, that is reported to be used as a horse riding school.

3. Hurst Lane - Hurst Lane is a single-track road with no footway or street lighting. It is often used by pedestrians, ramblers, horse riders, dog walkers and children walking, cycling or running to and from the Local Nature Reserve and Community Orchard. There is no room for the road to be widened and development in this area would create an increase of motor vehicles and risk to people using the lane.

**Additional comment**

4. The Parish Council considered its comments following representations from local residents expressing objections to the application.

7.50pm Three parishioners and Dist. Cllr Bradley left the meeting. 7.55pm Dist. Cllr Bradley returned.

- 1.3 **16/01391/OUT** Mr Brian Easey, Land Rear Of Hythe House The Hythe Little Downham - Outline application for two storey dwelling along with associated parking access & site works POTENTIAL DEPARTURE - **Resolved - Little Downham Parish Council had no concerns regarding this application.**

- 1.4 **16/01423/OUT** NJ & JK Taylor, Land north of 26 Straight Furlong, Pymoor – Outline proposal for 3 detached dwellings with garages POTENTIAL DEPARTURE - **Resolved - Little Downham Parish Council had no concerns regarding this application.**

8.05pm Dist Cllrs Bailey and Bradley left the meeting.

- 1.5 **16/01424/OUT** Mr & Mrs NJ & JK Taylor, Heathergay House Straight Furlong Pymoor - Demolish two storey dwelling and construct 2no. two storey detached dwellings POTENTIAL DEPARTURE **Resolved - Little Downham Parish Council had no concerns regarding this application.**

- 1.6 **16/01504/FUL** R Black, 8 Lawn Lane, Lt Downham – Demolition of existing conservatory to detached dwelling and proposed extension - **Resolved - Little Downham Parish Council had no concerns regarding this application.**

For information only:

- 1.7 ECDC - Applications approved: 16/00537/FUL, 16/00576/FUL, 16/00815/FUL, 16/00865/FUL, 16/01021/FUL, 16/01115/FUL, 16/01139/FUL, 16/01157/FUL,  
1.8 ECDC - Applications withdrawn: 16/01312/OUT

## 108/16 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs MM Oldfield and JL Waters.

2. **To review current financial status 2016/17 & budget proposals 2017/18** – The budget update and 2017/18 proposed budget issued to members with their agenda was reviewed. The Clerk's supporting notes were discussed and minor amendments were agreed. The Council agreed it was willing to consider more than a 10% contribution towards a successful Local Highway Improvement application when costs had been established. The amended proposals and Precept will be formally approved at the December meeting.

3. **To consider the purchase of a mower for grass cutting by the handyman** – This matter was deferred to the next meeting.
4. **To consider the provision of a contract mobile phone for the handyman** – It was noted that the Handyman had claimed reimbursements of £60 to date for mobile phone top-ups during this financial year. It was suggested to cap the reimbursements to £5 per calendar month or provide the handyman with a Council registered contract phone. The Clerk was instructed to discuss this with the handyman. The matter was deferred to the next meeting.

9.52pm Cllr KO Winters left the meeting. 9.55pm Cllr Winters returned.

5. **To approve bills and other items for payment** - It was proposed by Cllr MM Oldfield and seconded by Cllr JL Waters.  
**Resolved unanimously to approve cheque nos. 001076 – 001078, BACS payments 517 – 528 and Direct Debit for the total sum of £9044.05.**
6. **To update on bank accounts** – Confirmation was still awaited from Lloyds Bank that Cllr Ord had been added to the list of signatories. Notification was received from Barclays Bank that the interest rate of the Business 10 Day Notice Accounts were being reduced to 0% with effect from 05/12/16. The Clerk was searching for alternative savings accounts.
7. **To consider Lt Downham Recreation Area Electricity contract** – Tariffs for E-On and EDF were considered. Both offered 7% discount on monthly direct debits but EDF individual prices for the day, night and weekend rates were lower.  
**Resolved unanimously to renew the Lt Downham Recreation Area Electricity contract with EDF expiring December 2018 and to continue with monthly direct debits.**

#### 109/16 **PARISH LAND AND ASSETS**

1. **Lt Downham Fete Committee – request permission to hold a Fete on Saturday 03/06/17 in Lt Downham recreation area** – Request approved unanimously.
2. **Mr B Barrett & Miss S Myhill – request permission to hold a firework display on Lt Downham Recreation Field 21/10/17** – The fireworks would be set up and lit by a qualified person at around 9.30 pm, someone would be with the fireworks at all times, local residents would be notified and welcome to attend. The Council expressed concerns regarding fireworks in a public area; that fireworks frighten people and animals, and, approval would set a precedent for others to request fireworks at any time of the year. A vote result was In Favour: 2, Against: 6.  
**Resolved, by a majority decision, not to grant permission for Mr Barrett and Miss Myhill to light fireworks in Lt Downham Recreation Field on 21/10/17.**

#### 110/16 **PARISH MATTERS**

1. **To consider producing an Emergency Plan (Min.93/16.2)** – Members each received a copy of David Vincent's email along with copies of *Preparing for Emergencies*, *Community Emergency Plan Toolkit* and a blank *Community Emergency Plan* in their agenda pack. Mr Vincent did not confirm in his email that a coordinator had to be appointed. His advice was to keep it simple so that the parish plan could be used to respond to any type of emergency and the key issues being the collating of various information and regularly updating it. Cllr Winters proposed that he should be appointed as an emergency coordinator for Lt Downham Parish, as he already had a list of people and equipment. Cllr BL Taylor indirectly seconded the proposal. Following a lengthy discussion, the majority of members said that they did not want to be involved in the Council producing an emergency plan. Cllr Winters confirmed that he would produce and maintain the emergency plan for the parish and provide ECDC with a copy. A vote result on Cllr Winters being an independent emergency coordinator and offering to produce an emergency plan for Lt Downham Parish and ECDC was: In favour – 7, Abstention: 1.  
**Resolved by a majority that the Parish Council would not produce an emergency plan but that Cllr Winters would produce and maintain an emergency plan for Lt Downham Parish and be an independent emergency coordinator for Lt Downham Parish.**
2. **Cambridgeshire Parish Conference report (Cllr JL Waters) (Min.96/16.2)** – Cllr Waters reported that the Conference was based on services Nationally and in Cambridgeshire, with an emphasis on providing services voluntarily in Parishes. The Chairman and the Clerk attended showcase sessions. The Housing Projects, such as Rural Exception Sites, Community Land Trusts and St Neot's Neighbourhood Plan, explained what they were. The Social Projects, such as OWLS Community Car Scheme (Over, Willingham, Longstanton and Swavesey) and Time

Banking in Somersham, were fantastic idea and seemed to work well, but if grant funding runs out the running costs to the Council could be a massive burden on the parish, as there are a lot of foreseen administration issues with both projects.

**111/16 HIGHWAYS, PARISH PATHS & BYWAYS**

**1. Replies re matters reported from previous meetings**

**1.1 Black Bank Road and Common Road, Lt Downham** – The Local Highways Officer informed that she is trying to bring forward work to 2017 that is planned for 2018. ‘SLOW’ and ‘Uneven Road’ signs have been installed as a warning to road users.

**2. To report current matters of concern:**

**2.1 Straight Furlong, Pymoor** – Parish Council planted trees need trimming.

**112/16 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None**

There being no further business, the meeting was closed at 9.50 pm.

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