

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Tuesday, 22 November 2011 commencing at 7.00pm.**

**Councillors present:** Cllrs DA Adams-Payne, in the chair, CM Frankland, GF Frankland, CE Hall, RS Martin, NK Missin, MM Oldfield, BGF Smith, BL Taylor and KO Winters.

**In attendance:** Katie Child and Brendan Troy (ECDC Forward Planning Officers), three youths and three parents.

**112/11 APOLOGIES FOR ABSENCE** – Cllr GH Taylor, Dist Cllrs A Bailey and T Goodge, County Cllr P Read and PC K Humble.

**113/11 TO RECEIVE DECLARATIONS OF INTEREST** - None

**114/11 SKATE PARK REQUESTS**

1. **To consider request for a Skate Park in Pymoor (Min.92/11.1)** – Cllrs BL Taylor, GH Taylor and KO Winters met with parents and youths on 01/11/11 at Pymoor Recreation Field. A site (24.5m x 8M) in the west corner of the field to the rear of houses on Pymoor Lane and Straight Furlong was considered suitable for a skate park because it was away from houses and thought not impact on the football or cricket areas; although the Football, Cricket or Social Clubs had not been consulted. Mr Jenkins (parent) was asked about equipment and funding, he informed that it would be steel framed and the group would be prepared to fund it themselves, which is estimated to be around £27,000. No flood lighting is required, as the facility would be a daytime activity. For health and safety reasons it would not be used when cricket matches are being played. The Council decided to defer its decision to 15/12/11 meeting in order for the Clerk to write to the Pymoor Clubs to request their comments on the proposed skate park site.
2. **To consider request for a Skate Park in Little Downham (Min.92/11.2)** – Cllr Winters reported that he had met with Mrs S Jenkins (parent) at Little Downham recreation area and proposed that the current netball/ basketball concrete pad would be a sufficient size for a skate park. The Little Downham group confirmed it would be happy to finance the skate park, which they would like similar to the skate park on St John's Road in Ely. The Council decided to defer its decision to 15/12/11 meeting in order for the Clerk to write to the Little Downham Cricket and Football Clubs to request their comments on the proposed skate park site. The Clerk will also contact other parish councils for information about their skate parks.

**115/11 ECDC – A VISION FOR LITTLE DOWNHAM & PYMOOR**

1. **Representatives from ECDC to present consultation results** – Katie Child and Brendan Troy (ECDC Forward Planning Officers) gave a power point presentation on the results of the consultation responses. The Council was asked to comment on specific matters. It was decided to defer comment to 15/12/11 meeting, which would allow members to consider the results.

7.45pm Six members of the public left.

7.48pm Katie Child and Brendan Troy were thanked for the presentation and left the meeting.

**116/11 PUBLIC FORUM** – No comments

**117/11 PARISH CRIME MATTERS**

1. **Police Crime Reports** – Between 13/10/11 – 15/11/11 there were eight crimes reported in the Lt Downham and Pymoor area (four theft, one car crime, one arson and two burglaries). On the forces command and control system there were 26 calls for services in Lt Downham and Pymoor.
2. **To report recent events** – Members informed that hare coursers had been seen in Black Bank Road, North Fen, Beild Drove and Chettisham Meadows.

**118/11 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)** – No reports

**119/11 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)** – No report

**120/11 TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved that the minutes of 13 October 2011 (Full Council) be approved and signed by the Chairman as a true record following the deletion of DA Adams-Payne (who was absent) after the word Cllrs at item 101/11.4, line 6.** With reference to item 94/11, line 3, the Clerk was asked to clarify with Dist. Cllr Bailey her comment of whether Murfitts Tyres, Littleport, were permitted to *store and shred tyres* as stated in the minutes or just *store shredded tyres*.

2. **Resolved** that the minutes of 3 November 2011 (Full Council) be approved and signed by the Chairman as a true record.

#### 121/11 **MATTERS TO REPORT**

1. **(Min.97/11.3) Dog Waste Bin, School Lane, Pymoor** – It was reported that Cllr Winters had spoken to residents of School Lane and suggested to re-position the bin on the *No through road* sign near the telephone kiosk. The Clerk had obtained permission from CCC Highways for the bin to be on the post and asked ECDC if they could move it. The handyman will check on this.
2. **(Min.99/11.2) To consider insurance renewal** – After amendments were made, the total of the renewal premium was £1290.84, which is within the insurance budget allocation. The payment was approved and signed by the Chairman and Vice Chairman.
3. **(Min.100/11) SLCC Cambridgeshire Branch Seminar** – Cllrs B & G Taylor and the Clerk attended the training session on 14/11/11. It was considered very interesting.
4. **(Min.101/11.4) Little Downham Recreation Area Lease and Trust Deed** – It was confirmed that the three Custodian Trustees are Linda Joel, Tony Payne and Robin Pearl. The matter will progress when Philip Peacock returns from annual leave.

#### 122/11 **PLANNING MATTERS**

1. **Planning correspondence -**

1.1 **11/00939/PDR** Mr & Mrs G Butcher, 11 Apple Tree Court, Lt Downham – Proposed loft conversion - **Resolved** that the Parish Council had no concerns on the application.

8.10pm The Clerk left the meeting to get the Chairman a glass of water. 8.11pm The Clerk returned.

- 1.2 **11/00942/FUL** Mr Terry Ryan, 4 Leaford Drive, Lt Downham – proposed 2 storey link extension and garage conversion to form family annexe - **Resolved** that the Parish Council had no concerns on the application.

8.15pm Cllr GF Frankland left the meeting. 8.17pm Cllr Frankland returned.

#### 123/11 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs NK Missin and MM Oldfield.

2. **To consider estimated precept for 2012/13** – For the purpose of Government controls, parish precepts count as part of the District Council's figures. ECDC required an estimated precept in order to set its own budget for 2012/13. It was proposed by Cllr DA Adams-Payne and seconded by Cllr GF Frankland that the precept should be increased by 1%, which would result in an 80p increase per month for Band D Council Tax. **A recorded vote was requested and the result was as follows: In favour (8)** – Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, RS Martin, NK Missin, MM Oldfield, BGF Smith. **Against (2)** – Cllrs BL Taylor, KO Winters. **RESOLVED: To inform ECDC that the estimated Precept's at this time is £73,066.00.**

3. **To approve bills and other items for payment** - Proposed Cllr NK Missin, seconded Cllr MM Oldfield. **Resolved** unanimously to approve list of payments for cheque numbers 000912 to 000921 and direct debits for the total sum of £7675.83.

#### 124/11 **PARISH COUNCIL LAND AND ASSETS**

1. **Little Downham Play Area Picnic Table (Min.101/11.5)** – Two picnic tables the same size as the original were considered. Option 1 was made of hardwood but of a slightly different design. Option 2 was made of pressurised wood and looked the same as the original table. **Resolved** unanimously to purchase online Option 2, Katrina Picnic Table from [www.taylorsgardenbuildings.co.uk](http://www.taylorsgardenbuildings.co.uk) @ £166.50 inc. VAT plus any fixings that are required.
2. **Pavilion Working Group Update (Min.101/11.6)** – Cllr GF Frankland reported that the group last met on 31/10/11 when representatives from the Football, Cricket and Youth Clubs were invited to attend; Football representative didn't attend. A draft plan of the Pavilion extension and refurbishment was produced from the group meetings. It was proposed by Cllr GF Frankland and seconded by Cllr BL Taylor that the Council considered the proposed changes to the Pavilion and an increase to the brick shed. **A recorded vote was requested and the result was as follows: In favour (9)** – Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, RS Martin, NK Missin, MM Oldfield, BGF Smith, BL Taylor. **Against (1)** – Cllr KO Winters. **Resolved** to approve the draft plan with minor alterations if the architect recommends.

It was proposed by Cllr GF Frankland and seconded by Cllr MM Oldfield that quotes should be obtained for professional plans to be drawn up and submitted to ECDC on behalf of the Council. **Resolved** unanimously that the Clerk should write to CE Building Designs, Greg Saberton Design and Neil Cutforth & Associates, to invite tenders for the drawing of plans and submitting of planning application to ECDC on behalf of the Parish Council, for which planning fees are reduced by 50%. The closing date for tenders will be 08/12/11.

3. **Cemetery Working Group Update (Min.56/11 & 111/11)** – The group had not met since July. The Clerk informed she had spoken to Philip Peacock, who was willing to attend but there would be a standard fee of £17.50 charged by Cambridgeshire ACRE. He thought he could say no more than the information given over the telephone, which was read out to the Council. The Council briefly discussed the two identified sites. It was suggested that the public should be consulted and re-burials in the existing cemetery should also be considered. A vote result was: 7 In favour and 3 Against.

**Resolved** to arrange a Public Meeting ‘to inform of the Council’s position to find 3 acres of land for a new cemetery’ and to invite either Philip Peacock (Cambridgeshire ACRE) or Ian Dewar (CPALC) to attend. The meeting will be held in January.

9.29pm Cllr BGF Smith gave apologies and left the meeting to collect his son.

**125/11 PARISH MATTERS**

1. **Report from Neighbourhood Panel Meeting (24/10/11) (Min.102/11.1)** - Cllr KO Winters informed that he had requested the roads to be a panel priority, such as Black Bank Road.

9.35pm Cllr NK Missin left the meeting.

**126/11 HIGHWAYS, PARISH PATHS & BYWAYS**

1. **Replies re matters reported from previous meetings**
- 1.1 **B1411 between Adventurers Drove and Westmoor Common Bridge near Pymoor** – Work was completed on 09/11/11.
- 1.2 **North Fen, Lt Downham** – Potholes have been marked out and ordered for repairs. There is no visible evidence of vehicles catching the surface but it will be monitored.
- 1.3 **Black Bank Road, Lt Downham (off Downham Common)** – The dip by the apple tree has been marked for repair but the order has not been placed until traffic management has been sorted. The dip outside No. 2 will have signs put out to warn drivers of the condition of the road.
- 1.4 **Adventurers Drove, Lt Downham** – No plans to carry out work, but will continue to monitor.
- 1.5 **School Lane, Pymoor** – CCC noted that someone had cut back some of the brambles. Although CCC is not convinced that the brambles are the responsibility of Highways, without prejudice, an order will be placed for some work to be done if funds are available.
2. **To report current matters of concern**
- 2.1 **Hundred Foot Bank, Pymoor** - Flytipping of tyres.
- 2.2 **Cowbridge Hall Road, Lt Downham** – Flytipping of a television.
- 2.3 **Pymoor Sidings Railway Bridge, Pymoor** – Concern that the road is breaking up.

**127/11 EXCLUSION OF PUBLIC AND PRESS** – No public present

9.45pm 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 128/11, 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.

**128/11 RECREATION AREAS**

1. **To consider quotes to replace safety tiles with wet pour safety surfacing at Lt Downham and Pymoor Play Areas** – Four companies were invited to tender. Three actual quotes were received, but they were considered expensive. It was suggested to consider ‘grass’ mats. **Resolved** not to accept wet pour quotes and the Clerk to obtain quotes for grass

**129/11 REQUEST OF ITEMS FOR FUTURE CONSIDERATION** - None

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

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