

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 25 June 2015 commencing at 7.00pm.**

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

Other attendees: Dist. Cllrs Anna Bailey and Mike Bradley (8.14pm).

32/15 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE: Cllrs DA Adams-Payne, LEA Joel, RS Martin and MAC Seidler, County Cllr P Read. Apologies for lateness from Dist. Cllrs A Bailey and M Bradley who are attending an ECDC meeting. No apologies: JL Waters

33/15 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr CE Hall** declared a prejudicial interest in item 38/15.1.1 (Application 15/00417/FUL) because she is a Trustee of the Downham Feoffees Charity (Declaration 016-2015).
2. **Cllr MM Oldfield** declared a personal interest in item 38/15.1.1 (Application 15/00417/FUL) because she is a Parish Council Representative Trustee on the Downham Feoffees Charity (Declaration 017-2015).
3. **Cllr KO Winters** declared a personal interest in item 38/15.1.1 (Application 15/00417/FUL) because he is a Parish Council Representative Trustee on the Downham Feoffees Charity (Declaration 018-2015).

34/15 PUBLIC FORUM - None

35/15 DISTRICT COUNCILLORS' AND COUNTY COUNCILLOR'S REPORTS

The Chairman deferred this item for when the Dist. Councillor will be present.

36/15 TO APPROVE MINUTES OF PREVIOUS MEETING

1. **Resolved** that the minutes of 28 May 2015 were correct and to be signed by the Chairman as a true record.

37/15 MATTERS TO REPORT

1. **(Min.27/15) All Weather Court – maintenance re-spray** – Rob Norton, Artificial Grass Cambridge is checking on weather conditions and hopes to fit in a re-spray next week.
2. **ECOPS Police Crime Message** - East Cambs Police have received two reports of fuel theft across our district. One farmer has reported a loss of 1000 litres and the other a massive 8000 litres. The Police request the public to report anything they feel is suspicious or out of place on the 101 non-emergency contact number, unless the crime is happening at that time.
3. **Badger concerns along Hundred Foot Bank, Pymoor** – Following a report that there are eight Badger Setts along the Hundred Foot Bank, the Clerk wrote to the Environment Agency to request a copy of the latest engineer's report that relates to the monitoring of the Badgers' Setts and the condition of the bank. A reply is expected within a couple of weeks.

38/15 PLANNING MATTERS

1. **Planning correspondence -**

7.10pm Cllr CE Hall left the meeting prior to the following item being discussed.

- 1.1 **15/00417/FUL** Mrs J Howard Clerk to Downham Feoffees, Land adjacent to 6 School Lane, Lt Downham – Erection of 4 no. Bungalows. A lengthy discussion took place. It was proposed by Cllr KO Winters and seconded by Cllr BL Taylor that the Parish Council had concerns regarding the application and should recommend outright refusal. **A recorded vote result to recommend outright refusal for the reasons stated in the resolution below was as follows: In favour (4)** – Cllrs JW Barker, GH Taylor, BL Taylor and KO Winters. **Against (1)** – Cllr MM Oldfield.

Resolved that the Parish Council had concerns regarding this application and recommended outright refusal for the following reasons:

1. Overdevelopment of the site;
2. The small road gets congested with difficulty to pass;
3. Because of the close proximity to the proposed new build, there would be a traffic and noise problem when the village hall is in use.

7.35pm Cllr CE Hall was invited back into the meeting.

- 1.2 **15/00460/FUL** Mrs Catherine Runciman, Bramley House, 100 Main Street, Lt Downham – Erection of three new family dwellings on land behind Bramley House with new vehicular access to Main Street – **Amendment** – Changes to a number of rooflights and the inclusion of a store on plot B - **Resolved** that although the Parish Council's original concerns regarding this application remain unchanged (as listed below), there was no concerns to the proposed amendment to a change in the number of rooflights and the inclusion of a store on plot B. Original Concerns:

1. Site density - It is considered that the proposed three family dwellings will result in an overdevelopment of the site. Two Bungalows would be preferred.
2. Volume of traffic – The proposed three family dwellings show on-site parking for two vehicles each. However, potentially this could be much higher with the possibility of four adults living in each dwelling. This could generate a lot of vehicles driving in and out of the narrow entrance.
3. Loss of parking on Main Street – The new entrance will reduce on-street parking in this area and outside the post office that is held in the adjacent Community Rooms.

- 1.3 **15/00539/VAR** Paragon Holdings Ltd, Black Bank Road, Lt Downham – To vary Condition 1 (approved plans) of previously approved 14/00151/FUL for detached single storey building to provide 5 new small B1 business units - **Resolved** that the Parish Council had no concerns.

- 1.4 **15/00554/FUL** Mr& Mrs A Jordan, 3 White Horse Lane, Lt Downham – Replacement dwelling - **Resolved** that the Parish Council had no concerns.

- 1.5 **15/00563/FUL** Mr & Mrs G Hayes, Otterbush Farm, The Hythe, Lt Downham – Proposed boundary rails and gate to front - **Resolved** that the Parish Council had no concerns.

- 1.6 **15/00572/FUL** Mr & Mrs R Haddow, Keneda, Pymoor Lane, Pymoor – single storey extension to side and rear - **Resolved** that the Parish Council had no concerns.

- 1.7 **15/00601/FUL** Mr S Ball, 23 Apple Tree Court, Lt Downham – Two storey extension to side and separate garage to front of property - **Resolved** that the Parish Council had no concerns.

For information only:

- 1.8 ECDC: Applications approved: 15/00132/FUL, 15/00264/FUL, 15/00305/FUL, 15/00416/FUL

- 1.9 ECDC: Applications refused: 15/00328/FUL

39/15 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs MM Oldfield and BL Taylor.

2. **To review bank signatory mandates** – It was agreed to amend the bank mandates as follows:

- 2.1 **Resolved** unanimously to remove non councillors, CM Frankland, GF Frankland and BGF Smith, and add the new councillors, JW Barker, MAC Seidler and JL Waters, as signatories to the Lloyds Bank Account.

- 2.2 **Resolved** unanimously to remove CM Frankland and add Cllr MM Oldfield and Cllr LEA Joel as signatories on all the Barclays Bank Accounts.

3. **To approve draft Annual Report 2014/15** – The draft report was considered and approved. **Resolved** that the Annual Report 2014/15 be approved and copies be made available on the website, in the Book Café, School, Pre School and some local outlets.

4. **To approve bills and other items for payment** – The following items presented for payment were proposed by Cllr MM Oldfield and seconded by Cllr BL Taylor. **Resolved** unanimously to approve the payments of cheque nos. 001062 – 1064, BACS payments 321 - 334 and direct debits for the total sum of £9216.51.

8.14pm Dist. Cllrs A Bailey and M Bradley arrived. The Chairman welcomed them to speak under item 35/15 that had been deferred.

35/15 DISTRICT COUNCILLORS' AND COUNTY COUNCILLOR'S REPORTS

Dist. Cllr Bradley introduced himself and informed that he and Cllr Bailey had been to an ECDC meeting that covered subjects such as the Community Infrastructure Levy and Boundary Commission changes currently open to public consultation. Dist. Cllr Bailey informed of ECDC's request to reduce the number of members from 39 to 27 and the Boundary changes will take this into effect with a view of electoral equality based on predicted figures for the year 2020. She reported on ECDC's 100-day commitment since the recent elections and the actions that have been taken and achieved as promised in the local Conservative candidates' manifesto.

8.31pm Dist. Cllrs A Bailey and M Bradley left the meeting

40/15 COUNCIL MATTERS

1. **Councillor training** – The new councillors are interested in training, although day sessions might be difficult due to work commitments. The Clerk will enquire about training sessions.

2. **Quality Council Status - update on new Local Council Award Scheme** – The Council had been awarded the Foundation level of the new Local Council Award Scheme status until January 2016. The Council may re-apply for the Foundation Level or submit for the Gold or Quality Gold status. It was considered that the Quality Status had never benefitted the Council through any additional grants or other matters and therefore it would not re-apply on this occasion. It was proposed by Cllr KO Winters, seconded by Cllr BL Taylor.

Resolved unanimously not to re-apply for the new Local Council Award Scheme.

41/15 PARISH COUNCIL LAND AND ASSETS

1. **Pavilion Extension and Refurbishment – update** – BIG Lottery had rejected the Council's Stage Two Application due to the Council not having enough wider community support or need for the extension and the wider community support is not as developed as the strong sporting element. BIG Lottery suggested applying to Sport England for the project. A Pavilion working group meeting will be arranged to discuss the project.

42/15 PARISH MATTERS

1. **CCC email - consultation on the revision of Cambridgeshire's Strategy for Flood Risk Management - closing date 14/07/15** – It was noted that the consultation was being conducted online and is 'individual' based. The Parish Council decided not to make a formal comment, but to encourage individuals to submit their comments online.

43/15 HIGHWAYS, PARISH PATHS & BYWAYS

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

1.1 **(Min.2815.2.1) Parish verge cutting** – Truelink Ltd was concerned of the Council's complaints. They have since informed of when grass cutting has taken place and the Clerk has inspected and confirms that standards have been met on the parish verges, recreation area and play area.

1.2 **Overgrown footpaths** – Cambridgeshire County Council deals with The Rights of Way grass cutting and verges outside of Lt Downham and Pymoor villages. Cuts are due in early August. The Clerk has forwarded reports of overgrown vegetation on Footpaths 21 and 22.

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

2.1 **Bridges at Dunkirk and Gravel Head** Concern that the road has sunk either side of the bridges.

2.2 **Overgrown verges** – Request for verges near junctions in the countryside be cut to reduce visibility issues.

2.3 **Black Bank Road, Lt Downham** - The severe dip in the road near Fen Lodge.

2.4 **Potholes** – Corner of junction at Station Road and Black Bank Road and near junction of Lawn Lane and California, Lt Downham.

2.5 **Streetlights** – To remind Balfour Beatty that the new streetlights installed adjacent to the Church archway and on Church Green are yet to be re-positioned, as previously agreed. It was noted that the lights have been connected and are working. To report to CCC that the interactive speed sign opposite No. 18 on Ely Road is out, the lamp of the streetlight nearby is in the tree and one of the Pelican lights on the Main Street Zebra Crossing is not working.

3. **CCC email - Wildlife and Countryside Act 1981 – Section 53 - Unrecorded public right of way between Byway 48 Ely and Byway 44 Little Downham** – The Council had no objections.

44/15 EXCLUSION OF PUBLIC AND PRESS

9.09pm

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 45/15, 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.

45/15 PARISH COUNCIL LAND AND ASSETS

- 1. **Cemetery – update** – The Chairman informed that a pack of information would be provided of what the Council has considered in the past, the offers and correspondence, and what its options are now. Members were requested to read the information and list any comments they have. At the September Council meeting, each member will be given three minutes in which to express their comments. A copy of the comments is to be given to the Clerk.

46/15 FINANCE

- 1. **To consider appointment of Internal Auditor 2015/16** – It was agreed that Mrs Wallace was very professional in her work.
Resolved to offer the appointment of Internal Auditor 2015-2016 to Mrs Caroline Wallace.

47/15 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 9.15 pm.

Signed (Chairman) Date