

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 12 February 2015 commencing at 7.00pm.**

**Councillors present:** MM Oldfield, in the chair, and DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, RS Martin, BGF Smith and GH Taylor. Clerk: Mrs J Wardle

**Other attendees:** Dist. Cllr A Bailey and Emma Grima (ECDC Corporate Unit Manager)

**AGENDA**

**142/14 APOLOGIES FOR ABSENCE** – Cllrs LEA Joel and BL Taylor and County Cllr P Read.

No Apologies – Cllr KO Winters

**143/14 TO RECEIVE DECLARATIONS OF INTEREST** - None

**144/14 COMMUNITY INFRASTRUCTURE LEVY (CIL)**

1. Emma Grima (ECDC Corporate Unit Manager) gave a short presentation on the Community Infrastructure Levy that has replaced Section 106 funding and informed how the Parish Council could use its 15% of CIL funding on projects in the parish. CIL is more flexible than Section 106, as it is more quickly available to Parish Councils. Once the funds have been transferred to the Parish Council they must be used within 5 years. The Council is required to provide an annual report of the funds held or spent. The Council can request ECDC to hold the funds for accumulation on a specific project and released when the funds are required. Parish Councils are also eligible to bid for some of the 85% CIL funding retained by ECDC, as an ECDC 123 Project. Bids are for much larger projects such as Littleport Secondary School, Soham Local Station etc. Projects such as these are in excess of £100,000.

**145/14 PUBLIC FORUM** – No comments

**146/14 COMMUNITY INFRASTRUCTURE LEVY**

1. **The Council to ask any questions raised by the presentation** – Emma answered the questions raised.

7.33pm Emma was thanked for her attendance and presentation as she left the meeting.

**147/14 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)**

1. Dist. Cllr Bailey had no District Council matters to report. She elaborated on the aspects of a Community Land Trust (CLT), like the one that is progressing well at Stretham. It is similar to the set up of the Downham Feoffees Charity with affordably rented dwellings, but the added advantage is the rent-to-buy properties. She felt it provided an opportunity for the parish to have more affordable housing for local people, as it allowed for development outside the village envelope that would not normally be permitted. The sale of any new dwellings will in turn allow the CLT to build more housing. Stretham CLT has opted for a traditional streets layout with village green, solar panels on dwellings and a Doctors' Surgery. Dist. Cllr Goodge had nothing to report, but was interested to hear the Council's views on other items on the agenda.

7.45pm District Cllr Bailey was thanked for attending and left the meeting.

**148/14 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)**

1. There was no County Council report from Cllr Read due to his continued ill health. The Council unanimously agreed to send a card to Cllr Read and express best wishes and thanks for what he has done for the Parish.

**149/14 TO APPROVE MINUTES OF PREVIOUS MEETING**

1. **Resolved that the minutes of 15 January 2015 were correct and to be signed by the Chairman as a true record.**

**150/14 MATTERS TO REPORT**

1. **(Min.133/14.1) Dog Waste Bins** – The bins have been installed and thanks have been expressed to ECDC.

**151/14 PLANNING MATTERS**

**1. Planning correspondence -**

**1.1 14/01406/FUL** Downham Feoffees School, Main Street, Lt Downham – Retain existing mobile classroom which currently has planning permission that expires on 18<sup>th</sup> March 2015 - **Resolved** that the Parish Council had no concerns.

**1.2 14/01416/FUL** Marjo Distributions Ltd, 2 Third Drove, Lt Downham – Build new offices and creation of a bird sanctuary – **Resolved** that Little Downham Parish Council had concerns regarding this application and recommended outright refusal for the following reasons:

1. Development in the open countryside
2. Loss of Grade 1 agricultural land
3. Concern regarding trees that have recently been planted along the land boundary adjacent to the road and the railway line and will cause subsidence issues in the future. Third Drove, Main Drove and many other fen roads in the area already suffer subsidence from adjacent trees and hedges.

Also:

4. It is requested that the Littleport and Downham Internal Drainage Board is consulted on the application, as an IDB watercourse flows at one end of the proposed site.

For information only:

**1.3 ECDC: Applications approved: 14/00775/FUL,**

**152/14 FINANCE**

**1. Monthly Internal Audit** was carried out by Cllrs DA Adams-Payne and CM Frankland.

**2. To approve bills and other items for payment** - Items presented for payment were proposed by Cllr DA Adams-Payne and Cllr CM Frankland.

**Resolved unanimously to approve list of payments for Direct Debit and BACS payments 280 to 289 for the total sum of £4271.11.**

**153/14 PARISH COUNCIL LAND AND ASSETS**

**1. Fete Committee and Guides & Brownies proposed container at Little Downham Recreation Area** – ECDC replied informing that the council is required to submit a planning application for the siting of the storage container, yet it would not need planning permission to build a permanent structure under Permitted Development. The Council does not want to build a permanent structure. The Clerk was instructed to pursue the request of the less permanent storage facility.

**154/14 HIGHWAYS, PARISH PATHS & BYWAYS**

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

**1.1 Downham Road B1411, Ely (Min.120/14.2.3)** – An order has been raised for Grips to be cut.

**1.2 Black Bank Road, Lt Downham (Min.137/14.2.2)** – The Clerk had not put forward the request for planings the along the highway verge because when checking precise areas of concern, there are several in different locations of the parish. The Clerk was instructed to request planings for Black Bank Road.

**1.3 Main Street Crossing, Little Downham (Min.34/14)** – CCC has confirmed the location of the Zebra crossing is at the current build out crossing area adjacent to the school bus lay-by.

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

**2.1 St Leonard's Church and The Rectory** – The drains need cleaning out.

**2.2 Potholes** – Pymoor side of the corner on Pymoor Lane to Dunkirk; outside the Manor House, Main Street, Little Downham; on the edge of the verge near Willow Farm on the B1411 between Lt Downham and Pymoor.

**2.4 Cowbridge Hall Road, Lt Downham** – A slab of tarmac and concrete has lifted up on the side of the road and is considered a hazard to vehicles.

**3. Cambridgeshire Street Lighting Plans for Little Downham & Pymoor (Min.129/14.2)** – Balfour Beatty's proposed street lighting plans were received. It was agreed that Cllrs MM Oldfield and DA Adams-Payne would assess the plans and provide comments or concerns for the Clerk to report to Balfour Beatty within the consultation period.

**4. Byway 49 (Clayway Lane) – Temporary closure notice (Min.120/14.3.1)** – CCC Rights of Way has applied for a Temporary Closure of the Byway to allow the Lane to restore following the proposed works that are due shortly. The Council had no concerns regarding the closure notice.

8.50pm Dist. Cllr T Goodge was thanked for attending and left the meeting.

**155/14 EXCLUSION OF PUBLIC AND PRESS**

8.51pm **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 156/14, 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.**

**156/14 PARISH COUNCIL LAND AND ASSETS**

1. **Cemetery – update** – Peter Hampson reported that the matter is still in the hands of the Ely Diocese, who is referring the land to their lawyers to confirm the title of the land and if it is acceptable to be sold.
  
2. **Tenders for 2015 Grazing season:**
  - 2.1 **Myles Meadow** - One tender was received for the grazing of Myles Meadow.  
**Resolved unanimously to accept the tender of £440 from RJ Yarrow for cattle grazing in Myles Meadow from 01/05/15 to 30/09/15 inclusive.**  
The Clerk was instructed to include in the acceptance letter that the tenant would not be able to claim the entitlement relating to Myles Meadow, that cattle must be removed from the field by 30/09/15 and any extension of this period must be agreed by the Parish Council prior to 30 September.
  
  - 2.2 **Holts Meadow** - One tender was received for the grazing of Holts Meadow.  
**Resolved unanimously to accept the tender of £80 from L Smith for sheep grazing in Holts Meadow for the 2015 season.**
  
3. **Tenders for tree works in Little Downham and Pymoor** – Three contractors were invited to tender and three quotes were received and considered.  
**Resolved unanimously to approve the tender from Truelink Ltd for the trees works specified at Church Way and Little Downham Recreation Area and on Pymoor Lane, Pymoor.**  
The Clerk reported that Tree Works Applications had been submitted to ECDC for the trees in the Conservation Area at Church Way, Lt Downham, and the trees that have Tree Preservation Orders on them at Lt Downham Recreation Area and Pymoor Recreation Area.

**157/14 REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. Provide a Parish Police Crime report

Addendum item

**158/14 FINANCE**

1. **Little Downham Youth Group – request of funding for youth workers (Min.87/14.9)** – Youth Group representatives, Cllrs MM Oldfield and GF Frankland, confirmed receipt of a copy of the Youth Group's accounts and attendance statistics. The Council discussed the funding of youth workers for the 2015/16 financial year and decided not want to fund the salaries as it has done in the past under the agreement of Community CARTS, which is now obsolete. The Council appreciate the facility that the Youth Group Committee provides for children of the parish and would not want to see it fold. It was proposed by Cllr DA Adams-Payne, seconded by Cllr GF Frankland, and agreed unanimously to consider giving a grant of £1500 for the 2015/16 financial year, which would be given in three instalments at the beginning of each [school] term. The grant will be for the provision of youth workers and activities. In return, the council requests a brief report of the attendance statistics and activities after each term and a copy of the accounts for the years ending 31/03/15 and 31/03/16.  
**Resolved unanimously to approve a grant of £1500 to Little Downham Youth Group for the financial year 2015/16, to be given in three instalments of £500 at the beginning of the each term i.e. April, September and January, to request a brief report of the attendance statistics and activities after each term and a copy of the accounts for the years ending 31/03/15 and 31/03/16. Local Government (Miscellaneous Provisions) Act 1976 s.19.**

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

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