

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 12 September 2013 commencing at 7.00pm.**

Councillors present: MM Oldfield, in the chair, and DA Adams-Payne, LEA Joel, RS Martin, BGF Smith (7.10pm), GH Taylor and KO Winters. **Clerk:** Mrs J Wardle

Other attendees: Dist. Cllrs A Bailey, T Goodge and Cllr County Cllr P Read.

59/13 APOLOGIES FOR ABSENCE – Cllr CM Frankland, GF Frankland, CE Hall and BL Taylor. Cllr Smith gave apologies for lateness.

60/13 TO RECEIVE DECLARATIONS OF INTEREST

1. Cllr DA Adams-Payne declared a personal interest in item 66/13.1.2 (Application 13/00626/LBC) because she lives on Main Street (Declaration 018-2013).

61/13 PUBLIC FORUM – No comments

62/13 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge) – no report

Dist. Cllr Bailey reported that the Ouse Washes application at Wardy Hill had received planning permission, the Government is considering plans to top slice the New Homes Bonus Grant and give some of the money to Local Enterprise Partnerships as from 2015/16, which has been topping up ECDC budget and will have adverse effects. A new branch roots survey is being carried out within ECDC regarding all that it does in order to make savings and still meet corporate duties. Ely City Council might consider taking on some services with its own, which would be most cost effective. Decisions are to be made on new budgets, whether some services can be shared with other authorities and the Asset Management Committee is to look at what ECDC owns and whether it is still needed and used.

Dist. Cllr Goodge reiterated the need for the survey and for ECDC to look into its accounts to see who uses what. As he is now an Independent member of the Council, he is currently not on any committee but hopes to be on the Planning & Licensing Committees again soon.

7.10pm Cllr BGF Smith arrived and apologised for being late.

63/13 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)

County Cllr Read reported that plans for the A14 Toll Road Improvement Scheme are going ahead and money has been pledged from other Councils including ECDC. Following the inquiry of the fatal accident on the B1411 at Seven Sisters in February, he has asked for a copy of the accident report but not received it yet. It was noted that there has been three non-fatal accidents occur at Seven Sister over the past six weeks.

7.14pm Dist. Cllrs Bailey and Goodge and County Cllr Read left the meeting

64/13 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved unanimously that the minutes of 18 July 2013 and 15 August 2013 were correct and be signed by the Chairman as a true record.**

65/13 MATTERS TO REPORT

1. **(Min.22/13.2) Play Area Inspections** – It was reported that the Play Area Annual Inspections were being carried out by the Play Inspection Company week commencing 9 September. Due to the additional BMX Track and All Weather Court in Little Downham Recreation Area, there will be an additional £25 + VAT cost. Total cost of inspections at Little Downham and Pymoor will be £144.90 + VAT.
2. **(Min.46/13.2) Downham Parish Conservation Group (DPCG) – Proposal to plant 30 free trees in the parish** – The Conservation Volunteers (organisation) has emailed to confirm the DPCG registration. DPCG is required to outline how they will care for the trees over the next five year before ordering the trees. The Clerk will forward the email to the Conservation Group.
3. **(Min.48/13.1.1) Footpath No. 21, Lt Downham Eagles Lane to The Recreation Area** – The Headteacher informed today that she has Grounds visiting tomorrow regarding the trees and will have an update by the next council meeting.

4. **Pymoor Play Area Bow Top Fence** – The handyman reported a wobbly fence due to the concrete of the posts being loose in the ground. Main stay posts are solid but 12 of the 19 posts have some movement. Photographs and a list of the problems have been emailed to Total Supplies, who installed the fence November 2012, with a request for a site meeting to assess the situation. No reply has been received yet.

66/13 **PLANNING MATTERS**

1. **Planning correspondence -**

- 1.1 **13/00551/VAR** Mr & Mrs K Scott, land rear of 101 Main Street, Lt Downham – Variation of condition 6 (Access arrangements) of planning permission E/10/00614/FUL - **Resolved that the Parish Council had no concerns.**

- 1.2 **13/00626/LBC** Mr & Mrs Staines, 64 Main Street, Lt Downham – Replace modern internal single glazed doors and side light with glazed double folding doors. Building ground floor cloakroom and new window in side elevation - **Resolved that the Parish Council had no concerns.**

- 1.3 **13/00625/FUL** Mr & Mrs A Mitchell, East View, 3B Straight Furlong, Pymoor – Two storey side extension - **Resolved that the Parish Council had no concerns.**

1.4 **For information only:**

ECDC - Applications approved: 13/00429/FUL, 13/00457/FUL, 13/00467/LBC, 13/00489/VAR, 13/005585/FUL, 13/00422/CLP (PC not consulted)

67/13 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs DA Adams-Payne and MM Oldfield.
2. **Parish Pavilion Survey Costs (Min.46/13.1)** – The Clerk informed that to print 5000 surveys, it would cost almost £400 for the stationery and printer toner plus the Clerk's hours to print on a 'home' printer and to staple by hand. It was agreed to consider three tenders for the print job. **Resolved unanimously to accept the quote from C & C Media to print 5000 copies of the Parish Pavilion Survey @ £458 + VAT and to allocate £1000 to the Pavilion Capital Project to cover the costs of the survey.**
3. **To approve bills and other items for payment** - Items for payment were proposed by Cllr DA Adams-Payne and seconded by MM Oldfield. **Resolved unanimously to approve list of payments for cheque number 001036, BACS payments 109 to 117 and a Direct Debit for the total sum of £5923.84.**

68/13 **PARISH COUNCIL LAND AND ASSETS**

1. **Pavilion Working Group – update (Min.46/13.1)** – It was reported that only one parishioner had offered to assist with the distribution of the surveys. It was agreed to consider employing a company to distribute and collect the surveys. The Clerk will make enquiries and obtain costs. **Resolved unanimously that the Clerk will obtain quotes from companies who will distribute and collect the Parish Pavilion Surveys to every house in the parish.**

Resolved that the Pavilion Working Group has delegated power to consider all quotes received and to award the contract in order for the surveys to be distributed as soon as possible before the 17/10/13 meeting.

2. **Cemetery – update (Min.136/12.2 & 152/12.2)** – It was reported that the offer from the Runciman Family regarding land adjacent to the Recreation Area was a donation of 4 acres to the Parish Council for use as a cemetery, to plan to use 4 acres as a woodland burial site and retain the remainder of the field for themselves. They estimate that the road and car park to the cemetery and burial site will cost around £60,000, which they require the Parish Council to pay for. The Council had a lengthy discussion about cemetery options. No decision was made. The Clerk was instructed to produce a table of all options for the next meeting.

69/13 **HIGHWAYS, PARISH PATHS & BYWAYS**

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

- 1.1 **Highways Road Verges and Hedges** – CCC state that the vegetation has been cut back at the A10/B1411 Roundabout. The verges at Sandhill Bridge were due to be cut on the yearly maintenance programme the day after the tragic accident; however, as family were present paying their respects at the scene, it was delayed to the following day as a matter of courtesy.

- 1.2 The Clerk informed she had emailed Amanda Mays to inform that there had been three accidents at Seven Sisters since July and concern had been expressed about there being an adverse camber at one of the bends. Could she please request that this be looked into to confirm one way or another if this is a likely cause.
2. **To report current matters of concern**
 - 2.1 **Seven Sisters, B1411** – Concern was expressed that two or three of the seven are dead.
 - 2.2 **Footpath 21 behind Feoffees School** – It was noted that the school trees overhanging the footpath had still not been cut back and that the shrubs need cutting back too.
Footpath 51 (west off West Fen Drove) – Vegetation is overgrown and difficult to walk through.
3. **Proposed crossing outside Downham Feoffees School, Main St, Little Downham (update)** - It was reported that CCC Highways will not consider the Main Street Crossing proposal as a Local Highways Improvement Bid 2014/2015 because it does not meet the PV Squared Criteria. Constraints outside the school, such as the bus lay by, restrict the path from being built out further and the road is not wide enough for a central island. If street parking was an issue, an option could be to 'champion' a Traffic Regulation Order to remove the parking nearby, but, it requires a public consultation and all local residents and businesses must be consulted for approval. As there is not a parking issue outside of school hours, it is unlikely to be sanctioned. The Council decided it was not able to pursue this proposal at the present time. The Clerk will email to Emma Turrell to update her on the situation.
4. **LHI bid for speed reduction on Ely Road from 40 mph to 30 mph** – The Council observed the list of costs issued by CCC Highways as rough estimates for LHI Bids. It was agreed to consider requesting the reduction of speed limits on Ely Road, Cowbridge Hall Road, Brick Kiln Lane and California when CCC invite LHI bids.
5. **CCC Local Highway Gritting Route 2013/14** – The primary and secondary gritting routes for winters 2013 were observed. It was agreed to request that Black Bank Road be included in the primary route, as it is one of the main haulage roads to the A1101 and A10 north.
6. **ShapeYourPlace.org issue – Speeding? Cannon Street, Lt Downham** – It was felt that speeding issues are a police issue and for them to enforce. The Council decided not to take action on this occasion.

70/13 **CORRESPONDENCE**

For information only:

1. **Rural Cambs Citizens Advice Bureau AGM Huntingdon, 27/09/13 12 noon** – Cllr Winters said he would attend. The Clerk will inform Rural Cambs CAB.

71/13 **EXCLUSION OF PUBLIC AND PRESS**

8.55pm

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 72/13, 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.

72/13 **HUMAN RESOURCES**

1. **2013/14 National Salary Award For Local Council Clerks** – Notification was received informing that the National Joint Council for Local Government Services had reached agreement on the pay scales for 2013/14. The National Association of Local Councils and Society of Local Council Clerks jointly recommended that the salary scales of all full and part-time clerks be adjusted in accordance with the new spinal column points and the new rates of pay to be applied from 01/04/13. It was agreed that the Clerk's salary would increase accordingly from 01/04/13.

73/13 **REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. Cemetery options
2. Footpath Nos. 21 and 51

There being no further business, the meeting was closed at 9.00pm.

Signed (Chairman) Date