

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 13 October 2011 commencing at 7.00pm.**

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

In attendance: PC K Humble, Dist. Cllr A Bailey, County Cllr P Read, nine youths and four parishioners.

Chairman's opening remarks – Cllr DA Adams-Payne welcomed everyone to the meeting. She informed that the meeting on 24th November has been changed to Tuesday, 22nd November because the Clerk will be attending her Son's Graduation Ceremony.

89/11 APOLOGIES FOR ABSENCE – Dist. Cllr T Goodge.

90/11 TO RECEIVE DECLARATIONS OF INTEREST - None

91/11 PARISH CRIME MATTERS

1. **Police Crime Reports** – Between 16/09/11 – 12/10/11 there were five crimes reported in Lt Downham and one in Pymoor (four car crimes and two burglaries). On the forces command and control system there were 19 calls for services in Lt Downham and two calls for Pymoor.
2. **To report recent events** – PC Humble informed that car crimes are on the increase and criminals are travelling across the district and county borders to commit crimes. Although the cars that were stolen were of various makes and models, in most cases they were old cars.

7.10pm PC Humble was thanked for his report and left the meeting.

92/11 PRESENTATION OF PETITIONS

1. **To receive a Petition to request a Skate Park in Pymoor – Jack Jenkins and five friends** – Jack read his letter to the Council and handed over the petition requesting an area of land for a Skate Park and that he and his friends would be willing to raise money and apply for grants to build it. Cllrs BL Taylor and KO Winters offered to assess Pymoor Recreation Area to see if there is space for a skate park. They were asked to consult with the Social Club Committee and Pymoor Football Club for their comments regarding a skate park on the recreation field and report back at the Council meeting on Tuesday, 22/11/11. Jack and his friends were asked to produce a plan or sketch of a skate park that they would like to see in Pymoor and show some measurements of the size of the ramps and the overall area that they think it would need.
2. **To receive a Petition to request a Skate Park in Little Downham – Will Sedgewick and Tom Jenkins** – Tom and Will read their letter and handed over their petition. They asked the Council for help to find a location in Lt Downham and for support to raise money. Cllrs BL Taylor and KO Winters agreed to assess Lt Downham recreation area and report back to the council on 22/11/11. Will and Tom were also asked if they could produce a plan or sketch of a skate park that they would like and show measurements of the ramps and overall area.

The youths were invited to attend the 22/11/11 meeting to hear the councillors' report and the Council's decision.

7.27pm The youths and three parishioners thanked the Council for listening and left the meeting.

93/11 PUBLIC FORUM – No comments

7.30pm Cllr DA Adams-Payne apologised that she would have to leave the meeting to attend a family event. Vice Chairman, Cllr MM Oldfield, took the chair for the remainder of the meeting.

94/11 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

1. Dist. Cllr Bailey informed of the Ely Southern Bypass Consultation that is due to start 17/10/11, a pilot scheme in Wilburton of a Land Trust that will benefit the community from land values and control the development of affordable houses, the Murfitts Tyre site in Littleport will now only store and shred tyres and will require planning permission for any other uses, ECDC is seeking control of the areas it has always maintained at Ely Riverside so more can be done i.e. a duck feeding area and for the slip-way to be gated to restrict access by the ducks and swans. The proposed car parking scheme is purely informal at present, there is suggestion to open up the market place for short term parking, the on-street parking is to stay the same but better enforcement is required and there are proposals for pay and display tickets and pre-paid permits. Concern was expressed regarding the amount of cars parked outside Ely College at end of school time causing queues of traffic to the A10 roundabout.

7.40pm One parishioner arrived.

95/11 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)

1. County Cllr Read reported of attending meetings regarding the transport system, health service and schools, the Mushroom Farm at Littleport has the go ahead and the Environment Agency is stopping all summer abstraction licences.

7.52pm Dist. Cllr Bailey and County Cllr Read left the meeting.

96/11 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved** that the minutes of 15 September 2011 (Full Council) be approved and signed by the Chairman as a true record.

97/11 MATTERS TO REPORT

1. **(Min.80/11.1) Dog Waste Bin, School Lane, Pymoor** – The handyman had looked at the bin but could not see any other suitable site where it would be seen by the waste collector, unless it was nearer the bus shelter but there is already a litter bin there.
Resolved that Cllrs BL Taylor and KO Winters to form a working group to look at the position of the bin and consider an alternative location.
2. **(Min.80/11.4) Dog Waste Bin, Lawn Lane, Lt Downham** – ECDC has moved the bin.
3. **(Min.83/11.2) Replacement litter bin, bus shelter Main Street, Lt Downham** – The new bin has been received and is waiting to be collected and fixed to the wall by ECDC.
4. **(Min.83/11.3) New litter Bin request beside seat outside Pymoor Chapel, Main Street, Pymoor** – ECDC has installed a new bin.

98/11 PLANNING MATTERS

1. **Planning correspondence -**
 - 1.1 **For information only:**
ECDC Applications approved: 11/00741/FUL

99/11 FINANCE

1. **Monthly Internal Audit** was carried out by Cllrs BGF Smith and GH Taylor.
2. **To consider insurance renewal** – It was noted that the Youth Shelter in Lt Downham recreation area was not listed as an asset and suggested that the value of the village sign at Church Green, Lt Downham, should be increased as it would cost more to replace it if damaged. The Fidelity Guarantee was discussed. The insurance was due for renewal on 27/10/11.
Resolved that the Clerk should amend the list of assets to include the Youth Shelter in Lt Downham Recreation Area @ £5,200, increase the value of the village sign on Church Green, Lt Downham to £3,500, increase the Fidelity Guarantee to £170,000 and, if not exceeding the insurance budget, refer the revised premium to the Chairman and Vice Chairman for approval and signing of the cheque for payment to be made before 27/10/11.

8.20pm Cllr KO Winters left the meeting. 8.24pm Cllr Winters returned.

3. **To approve bills and other items for payment** - Proposed Cllr BGF Smith, seconded Cllr GH Taylor. **Resolved** unanimously to approve list of payments for cheque numbers 000894 to 000907 for the total sum of £4575.37.

100/11 TRAINING

1. **SLCC Cambridgeshire Branch Seminar – Roles & Responsibilities and Localism – Ely 14/11/11** – As an SLCC member, the Clerk will attend free of charge. Councillors can attend at a cost of £40 each. Cllrs D Adams-Payne, GH Taylor and KO Winters expressed an interest.
Resolved to approve the Councillors' attendance at the SLCC Cambs Branch Seminar on 14/11/11 in Ely @ £40 per person. The Clerk will enquire about available places.

101/11 PARISH COUNCIL LAND AND ASSETS

1. **To consider applications to erect signs or items on Parish Council land** – None to consider. The Clerk was given authorisation to approve applications between meetings.
2. **To consider proposed locations for the Queen's Diamond Jubilee Commemorative Tree and Hedge Planting and offer of trees from CCC for Broad Hurst Piece** – It was decided to refer the matter to the Conservation Group for suggestions.
3. **C Kendall – Request to hold small family funfair on Lt Downham Recreation Field** – The rides and accompanying trailers would require use of the recreation field for seven days. It was decided unanimously not to set a precedent by allowing funfairs on the recreation ground because the area is used by the Youth Group and sports groups during the week and weekend.

4. **Little Downham Recreation Area – to formally adopt Draft Lease and Draft Trust Deed –**
The documents were models drafted by ACRE. Concern was expressed that a 50 year lease is too long. **1st proposal** - Cllr CM Frankland proposed and Cllr CE Hall seconded that the lease should be for 40 years. **2nd proposal** – Cllr GH Taylor proposed and Cllr KO Winters seconded that the lease should be for 35 years. **A recorded vote was requested on the 1st proposal and the result was as follows: In favour (6)** – Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, RS Martin, MM Oldfield, BGF Smith. **Against (3)** – Cllrs BL Taylor, GH Taylor, KO Winters. The 1st proposal was carried.
Resolved to formally adopt the draft Little Downham Recreation Area Trust Deed and the draft Lease, with the term amended to 40 years.

5. **Little Downham Play Area Picnic Table** – The Clerk was having difficulty finding the picnic table quoted @ £167.45. She was instructed to look for the same specification at a similar price.

6. **Report from Pavilion working Group** – Having had two meetings, it was decided that extensions to either side of the Pavilion would be too expensive. Preference was to ‘square’ off the back area, but leave changing rooms as they are. It was suggested to consult Pavilion user groups regarding their requirements. The group requested Council approval to consider grants and obtain costs for architectural services.
Resolved for the Pavilion Working Group to meet with a representative each from the Youth Group, the Lt Downham United Football Club and Lt Downham Cricket Club and to consider applying for funding sources and obtain quotes for architectural services.

102/11 **PARISH MATTERS**

1. **Neighbourhood Panel Meeting (24/10/11) – to consider issues to report** - None to report.
2. **CCC – Consultation on Review of the decision to remove all subsidised bus service funding – deadline 09/12/11** – It was agreed to forward the following comment:
Little Downham Parish Council wishes to express concern for bus services in rural communities and believes it is imperative to keep funding in rural areas. It is suggested that rural school buses are used for public.

103/11 **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 to take place at the beginning of the month but the contractor withdrew two days before it commenced due to health and safety issues relating to traffic management. CCC Highways was furious with the situation and was trying to resolve the contractor’s issues in order to get the work done as soon as possible.
2. **To report current matters of concern:**
- 2.1 **Black Bank Road, Lt Downham** - A large dip had formed outside No. 2 before the railway line.
- 2.2 **School Lane, Pymoor** - A request to cut back the Brambles that are encroaching around the telephone box and bus shelter again.
3. **CCC Traffic – Parish Council’s Heavy Commercial Vehicle (HCV) Strategy Meeting 29/11/11 at Swavesey** – No interest to attend.

104/11 **CORRESPONDENCE - For information only:**

1. **East Cambridgeshire Neighbourhood Panels** – Terms of Reference – Final document
2. **Boundary Commission for England** – 2013 Review of Parliamentary Constituencies – Eastern region proposals – deadline 05/12/11 – information available on website:
www.consultation.boundarycommissionforengland.independent.gov.uk

9.55pm Cllr Winters and one parishioner left the meeting.

105/11 **REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. Additional Burial Land

There being no further business, the meeting was closed at 9.58pm.

Signed (Chairman) Date