

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 14 November 2013 commencing at 7.00pm.**

Councillors present: MM Oldfield, in the chair, and CM Frankland, GF Frankland, RS Martin, BGF Smith, GH Taylor and KO Winters. **Clerk:** Mrs J Wardle

Other attendees: None

- 91/13 **APOLOGIES FOR ABSENCE** – Cllrs DA Adams-Payne, CE Hall, LEA Joel and BL Taylor, Dist. Cllr A Bailey and Cllr County Cllr P Read.
- 92/13 **TO RECEIVE DECLARATIONS OF INTEREST** - None
- 93/13 **PUBLIC FORUM** – No comments
- 94/13 **DISTRICT COUNCILLORS' REPORTS** (Dist. Cllrs A Bailey & A Goodge) – No report
- 95/13 **COUNTY COUNCILLOR'S REPORT** (County Cllr P Read)
1. The Clerk informed that Cllr Read expressed thanks to the Parish Council representative (Cllr GH Taylor) who attended the Local Bus Review Meeting earlier in the year because she was the only person to attend. He said it was a pity other local council representatives didn't show up because it has an adverse effect when he tries to get anything done.
- 96/13 **TO APPROVE MINUTES OF PREVIOUS MEETING**
1. **Resolved** unanimously that the minutes of 17 October 2013 were correct and be signed by the Chairman as a true record.
- 97/13 **MATTERS TO REPORT**
1. **(Min.80/13.1) Pymoor Play Area Inspections** – Reports have been received. The Clerk will summarise the findings, liaise with the Handyman regarding any matters that can be dealt with immediately and bring the summary to the council at its meeting on 12/12/13.
 2. **(Min.46/13.2) Downham Parish Conservation Group – proposal to plant 30 free trees in the parish** – The trees have been ordered and the proposed planting date is Saturday, 7th December. Delivery of the trees to Keith Norton's house is expected during the week before.
 3. **(Min.88/13) Little Downham Book Café manager** – The position has been advertised until 08/11/13 and interviews will take place on 27/11/13.
- 98/13 **PLANNING MATTERS**
1. **Planning correspondence -**
 - 1.1 **13/00875/FUL** Mrs Gillian Pooley, 6 Pond Lane, Lt Downham – Single storey extension to side and rear of dwelling - **Resolved** that the Parish Council had no concerns.
 - 1.2 **13/00897/AGN** Mr C Nye, Hollyoaks, The Hythe, Lt Downham – Portal Framed duo pitch agricultural storage building - **Resolved** that the Parish Council had no concerns.
 - 1.3 **13/00890/FUL** Castlecare Group, Four Balls Farm, Hundred Foot Bank, Pymoor – Change of use of existing house to non-residential school (Use Class D1) - **Resolved** that the Parish Council had no concerns.
 - 1.4 **Draft North Ely Supplementary Planning Consultation 28/10–06/12/13** – no comment.
 - 1.5 **For information only:**
ECDC: Applications approved: 13/00626/LBC.
- 99/13 **FINANCE**
1. **Monthly Internal Audit** was carried out by Cllrs CM Frankland and BGF Smith.
 2. **To review current financial status 2013/14 & budget proposals 2014/15** - A Copy of the 2013/14 budget update and 2014/15 proposals were issued to members with their agenda.

The budget and proposals were reviewed and no amendments made. Cllr Winters questioned the title of the Closed Fixed Rate Bond Balance that is informally earmarked for use to purchase additional burial land and proposed that the title be changed to reflect that. The proposal was not seconded. It was proposed by Cllr GF Frankland and seconded by Cllr CM Frankland that the title should stay as it is. **A recorded vote result was as follows: In favour (6)** – Cllrs CM Frankland, GF Frankland, RS Martin, MM Oldfield, BGF Smith, GH Taylor. **Against (1)** – Cllr KO Winters. **Resolved to leave the title of the Closed Fixed Rate Bond Balance as it is.**

ECDC requested an estimated precept figure in order to set its own budget for 2014/15. It was not able to confirm the Band D Council Tax Base for Parish Councils because it was waiting for Central Government to confirm the subsidised grant funding that could be passed on to Parish Councils. It was proposed by Cllr CM Frankland and seconded by Cllr RS Martin that the Precept should be increased by 5% in order to reduce any shortfall if the subsidised funding is not given in 2014/15. **A recorded vote result was as follows: In favour (6)** – Cllrs CM Frankland, GF Frankland, RS Martin, MM Oldfield, BGF Smith, GH Taylor. **Against (1)** – Cllr KO Winters.

Resolved unanimously to approve 2013/14 budget review and proposals for 2014/15 and inform ECDC that the estimated Precept is £75,285.00.

It was noted that the Precept will be formally set at the meeting in January.

3. ECDC: Community Infrastructure Levy update & consultation – Resolved unanimously.

1. A14 Improvement Project – Should the District Council include the A14 Improvement Project on the Regulation 123 list, so that it may benefit from CIL funding. Comment: **Little Downham Parish Council objects to East Cambs District Council pledging £1 Million to the A14 Improvement Project. It strongly feels that the money from CIL should be used to improve the local area.**

2. Ely Southern Bypass - Your Local Council views/comments are invited as to whether the Council should include the Ely Southern Bypass on the Regulation 123 list, so that it may benefit from CIL funding. Comment: **Little Downham Parish Council strongly disagrees with funds going to the A14 and the Southern Bypass as it should have national funding.**

4. To consider transfer of funds from Deposit Account to General Reserve Savings Account–

The Clerk reported that the Lloyds Bank Deposit Account interest rates were very poor and that funds could be transferred easily to the Barclays 10 Days Notice Premium General Reserves Savings account that has a much better rate.

Resolved unanimously to transfer £40,000 from the Lloyds Bank Deposit Account to the Barclays 10 Days Notice Premium General Reserves Savings as soon as possible.

5. To approve bills and other items for payment - Items for payment were proposed by Cllr CM Frankland and seconded by Cllr BGF Smith.

Resolved unanimously to approve list of payments for cheque numbers 001039 – 001040, direct debits and BACS payments 127 to 135 for the total sum of £7282.35.

100/13 PARISH COUNCIL LAND AND ASSETS

1. Pavilion Working Group – update – Currently approximately 10% of the surveys have been returned. They are being analysed by the Pavilion Working Group.

2. Jean Gallyer: Request a seat on east side of the recreation field, Lt Downham – The Clerk will obtain prices for consideration at the next meeting.

3. Little Downham Recreation Area Trees and hedges – It was noted in the recent annual play area inspection that the recreation area chain link fence has overgrown branches and brambles that need cutting back. The hedge has grown through from the adjacent field because it was planted very close to the fence. The Clerk was instructed to write to Mr Runciman with a copy of the inspector's findings and request that the hedge is trimmed. If it isn't done, the Council will be obliged to trim the hedge and forward the bill to him.

4. Pymoor Play Area hedge – The hedge has already been trimmed by the handyman.

101/13 PARISH MATTERS

1. Neighbourhood Panel Meeting 21/10/13 Witchford Village Hall – Cllr KO Winters informed that he had reported the visibility issues relating to cars parking on the pavement on Ely Road near Leaford Drive and the bad dips on Black Bank Road. The Police priority is to continue with Acquisitive crimes and speed checks in Sutton, Witchford (towards Ely) and Haddenham.

2. **West Neighbourhood Panel Service Review Consultation** – ECDC wrote to inform that the Panel Meetings were initially set up for public to attend and report matters of concern, which would filter to all relevant authorities. As a result of there being a lack of public attendance at the meetings and the introduction of ShapeYourPlace.org where public can express concerns and comments, the Council was asked to complete a questionnaire about attending a proposed bi-annual Parish Conference held at ECDC. The council agreed with the proposed meetings.

102/13 HIGHWAYS, PARISH PATHS & BYWAYS

1. **Replies re matters reported from previous meetings:**
 - 1.1 **(Min.69/13.2.1) Seven Sisters, B1411** – Amanda Mays (CCC Road Safety Manager) apologised for the delay in replying and informed that the white lining contractor is to return to complete the lining round both bends at Seven Sisters. The Safety Team has been looking at the reported non-injury accidents to see if there is an unusually high level and any strong trends in location, weather conditions etc. However, as there are no police reports, they cannot do a detailed analysis. Engineers and advance driving instructors have looked at bends but did not find an adverse camber. The B1411 is not a county cluster site but will continue to be monitored.
 - 1.2 **(Min.86/13.1.2) Seven Sisters, B1411** – Wayne Stewart confirmed that the trees are not on the highway verge and are therefore the responsibility of the adjacent landowner. Pam Joyce asked for the name of the landowner. The Clerk will inform it is believed to be JO Jackson.
 - 1.3 **(Min.86/13.2.2) Black Bank Road, Lt Downham** – Pam Joyce (CCC Local Highways Officer) informed that first dip, near the bushes on the left, has repairs on order since 04/10/13 so hopefully should be completed soon. The next dip on the other side will get done but is more complex because they need to have a Flagman from Network Rail on site. This has been left until last as it needs more planning and is more costly.
 - 1.4 **(Min.86/13.2.3) School Lane, Pymoor** – Pam Joyce is looking into this and arranging a meeting with the adjacent landowner to discuss possibly splitting costs 50/50 to remove the brambles.
 - 1.5 **(Min.86/13.2.5) Oxlode Lakes, Hundred Foot Bank** – The Clerk will report the overgrown trees to the Environment Agency.
 - 1.6 **(Min.86/13.3.2) Footpath No. 51** – Karen Champion is arranging for the Probation Team, Community Payback, to come in and cut back the vegetation before the kissing gate. When the school's low branches have been cut back on Footpath No. 21, they might be called in to cut back that as well. If they carry out work on a Monday or Thursday morning, the handyman will be available to unlock the pavilion for a set period of time for toilet facilities.
2. **To report current matters of concern:** None
3. **CCC: Local Highway Improvement Scheme – Bids for 2014/15 – Resolved unanimously to submit a bid for speed reductions on Ely Road, Cowbridge Hall Road, Brick Kiln Lane and California and approve the Parish Council 10% contribution, minimum of £1000.**
4. **Parish Paths Patch Meetings** – Cllr Winters informed that he would attend the meeting to be held at Witchford on 21/11/13. The Clerk will reply to Kate Day confirming Cllr Winters' attendance and contact details.

103/13 CORRESPONDENCE

- 1 **CAPALC AGM 09/12/12 Impington at 7.00pm** – Cllrs MM Oldfield and KO Winters expressed an interest to attend.

104/13 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. Parish Welcome Booklet

There being no further business, the meeting was closed at 9.35pm.

Signed (Chairman) Date