

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 15 September 2011 commencing at 7.00pm.**

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

**In attendance:** County Cllr P Read, PC K Humble and three parishioners.

**73/11 APOLOGIES FOR ABSENCE** were received from Dist. Cllrs A Bailey and T Goodge.

**74/11 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr CE Hall** declared a prejudicial interest in item 81/11.1.1 (PlanSurv Ltd Letter) because members of her family have an interest in part of the land it refers to (Declaration 012-2011).
2. **Cllr RS Martin** declared a prejudicial interest in item 81/11.1.1 (PlanSurv Ltd Letter) because he is a tenant of adjoining land (Declaration 013-2011).
3. **Cllr BGF Smith** declared a personal interest in item 81/11.1.1 (PlanSurv Ltd Letter) because he does potato work for one of the landowners during harvesting season (Declaration 014-2011).
4. **Cllr GH Taylor** declared an interest in item 81/11.1.1 (PlanSurv Ltd Letter) because one of her relations is also related to one of the landowners (Declaration 015-2011).

Cllr BL Taylor was asked if he would declare the same interest as Cllr GH Taylor. He declined to declare an interest.

**75/11 PARISH CRIME MATTERS**

1. **Police Crime Reports** – Between 21/07/11 – 14/09/11 five crimes were reported in Little Downham and two crimes in Pymoor. Between the same period, 34 calls to services were made regarding Little Downham and seven calls for Pymoor.
2. **To report recent events** – PC Humble reported that scrap metal and lead thefts are still high in the area and parishioners should be vigilant about anything suspicious, PCSO Jonathan Hall has been moved to the Littleport area and PCSO Annie Austin is now covering Downham Villages Ward.

7.20pm PC Humble left.

7.21pm One parishioner arrived.

**76/11 PUBLIC FORUM**

Keith Norton made comments regarding the following agenda items:

1. Item 81/11.1 – Some years ago Cambridgeshire ACRE carried out an Affordable Housing Survey in Lt Downham and identified the land off Ely Road as a suitable site.
2. Item 82/11.3 - The new tree is to replace a dead tree in the Community Orchard.
3. Item 83/11.5 - The Conservation Group has two strimmers, which the handyman is welcome to use to save the Council purchasing a new one.

**77/11 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)** – No reports

**78/11 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)**

1. Cllr Read reported that, although it wasn't part of his duties, he had passed on concerns regarding a problem of Ragwort at Hundred Foot Bank to the Environment Agency, who were aware of it and will try cutting it back, the Guided Bus is up and running and seems to be well used and prior to attending this meeting, he was at an Adult and Social Care Meeting that was discussing the problem of dementia and how to get better provision for carers and respite care. Mr Norton informed the Council that there is no Ragwort in the Local Nature Reserve or Community Orchard, as it had all been pulled out by the Conservation Group.

7.35pm County Cllr Read and Mr Norton left.

**79/11 TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved** that the minutes of 18 August 2011 (Full Council) be approved and signed by the Chairman as a true record.

## 80/11 MATTERS TO REPORT

1. **(Min.68/11.3) Dog Waste Bin, School Lane, Pymoor** – The bin has been fixed to the post and ECDC has confirmed it will be included in the collection route. It was reported that a local resident had complained about the bin being over the road from her window and requested that it be moved down the road. The handyman was asked to assess the situation.
2. **(Min.22/11.3) Annual Return 2010/11** – External Auditor, Moore Stephens, has approved the Annual Return and notices have been duly posted on the Parish Council Notice boards.
3. **(Min.62/11.3) Lt Downham Recreation Area** – Update - Prickwillow Football Club is playing on Saturday afternoons. The team consists of some Lt Downham Swifts' players.
4. **Dog Waste Bin, Lawn Lane, Lt Downham** – A complaint was made about the bin being smelly and too close to the seat. The Clerk will ask ECDC to move the bin away from the seat.

## 81/11 PLANNING MATTERS

1. **Planning correspondence –**

7.40pm Prior to the start of the next item, Cllrs CE Hall and RS Martin left the meeting.

- 1.1 **Letter: PlanSurv Ltd – Land to the rear of 1-7 Cannon Street and Land off Ely Road, Lt Downham – request to discuss potential use of land** – As the results of the Village Vision Consultation are not yet known, it was decided that only general comments could be made. Following a lengthy discussion on the size and potential use of the land, all members were invited to comment in turn. The Clerk was instructed to reply to PlanSurv Ltd with a conclusion of the members' comments, which were as follows:

1. The majority of the Council (9-2) considered that the proposed site is too big and would have a definite impact on Little Downham in relation to the school, water and sewage systems.
2. All members accepted that this land was suitable for some development and would favour seeing a mix of house sizes, including affordable housing on part of the site. They were against any high density development, as like Oak Farm Drive that is causing problems within the community due to a lack of parking facilities for residents and no refuse collections on the site due to the road not being adopted by Cambridgeshire County Council Highways Authority.
3. All members preferred that development was set back from the road in order to maintain the street scene and the avenue of trees on Ely Road.
4. Some members thought that small industrial units could be considered, however, they should be landscaped in a way as not to have a detrimental impact on the local area.

The Clerk was instructed to contact ECDC Forward Planning to request that the Parish Council be kept informed of all stages relating to development of the above land and to receive a copy of any comments it sends to PlanSurv Ltd or the landowners.

8.05pm Two parishioners left. Cllrs CE Hall and RS Martin were invited back to the meeting.

- 1.2 **11/00741/FUL Mr & Mrs V Burzio, Bridge Farm, Pymoor Siding, Pymoor – Replacement outbuilding and proposed stable block – Resolved that the Parish Council had concerns regarding this application and recommended outright refusal.**

### **Reasons:**

1. **It is considered that the proposed outbuilding could be used as a residential dwelling.**
2. **It is considered as a development in the open countryside**
3. **It is questioned whether the proposal requires a change of use.**

### **For information only:**

- 1.3 **ECDC Applications approved: 11/00538/FUL, 11/00567/FUL, 11/00700/FUL**

- 1.4 **ECDC Application withdrawn: 11/00666/FUL**

## 82/11 FINANCE

1. **Monthly Internal Audit** was carried out by Cllrs CE Hall and GF Frankland.
2. **To consider and approve Balfour Beatty Street Lighting Maintenance Contract** – The new contract was reviewed and the number of street lights was amended from 7 to 6 lights, as the bracket light outside nos. 4 & 5 Pond Lane has been replaced by a County Council street light.

**Resolved** unanimously to approve the Balfour Beatty contract, as amended from seven lights to six lights, and choose Maintenance Option 1. The Chairman signed the contract.

3. **Email: Conservation Group – Request to replace Wallis’s Wonder tree from EEAOP @ £12 – Resolved** unanimously to approve the purchase of a new greengage tree, Wallis’s Wonder, @ £12 from EEAOP. Keith Norton will collect the tree when ready.
4. **To approve bills and other items for payment** - Proposed Cllr CE Hall, seconded Cllr GF Frankland, and unanimously agreed. It was noted that no invoices had been received from Little Downham Village Hall for Book Café and meeting room hire. The Chairman informed that two envelopes had been delivered to her for the Clerk, which could be the invoices.  
**Resolved** unanimously to approve list of payments for cheque numbers 000882 to 000893 for the total sum of £6497.01 and also that cheque number 000894 to Little Downham Village Hall for room hire invoices be signed before the next meeting.  
It was noted that £167.45 cash had been received for the damaged picnic table (Min.12/11.2). The Clerk will look to order the new picnic table.

#### 83/11 **PARISH COUNCIL LAND AND ASSETS**

1. **Letter: Pymoor FC – Permission to advertise local business sponsorship alongside Pymoor pitch** – Two site plans with proposed board locations were received and considered. Option 1 proposed advertising boards be fixed along the north boundary fence and Option 2 proposed advertising signs be fixed to A boards behind the goals at either ends of the football pitch. 1<sup>st</sup> proposal - Cllr GH Taylor proposed and Cllr BL Taylor seconded that the Council should approve Option 1 on the condition that Pymoor Football Club is responsible for any damage to the fence and must repair it immediately. 2<sup>nd</sup> proposal - Cllr KO Winters proposed and Cllr BGF Smith seconded that the Council should allow Pymoor Football Club to choose what option they like. A recorded vote was requested for the 1<sup>st</sup> proposal and the result was as follows: In favour (9) – Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, NK Missin, RS Martin, MM Oldfield, BL Taylor and GH Taylor. Against (2) – Cllrs BGF Smith and KO Winters. The 1<sup>st</sup> proposal was carried.  
**Resolved** to approve the advertising boards are fixed to the north boundary fence on condition that Pymoor Football Club is responsible for any damage to the fence and must repair it immediately
2. **To consider litter bin replacement at bus shelter adjacent to Village Hall, Main St, Lt Downham** – The existing wall mounted bin gets full quickly. An offer from ECDC to install a free-standing bin was rejected due to limited space on the footway. ECDC does not supply wall mounted bins but is willing to fix one to the wall if the Parish Council buys it.  
**Resolved** unanimously to approve the purchase of a black wall mounted Super Trimline 50L bin with 35L liner from Glasdon UK Ltd @ £59.70 exc. VAT.
3. **To consider litter bin request beside seat outside Pymoor Chapel, Main St, Pymoor** – The Clerk has approached ECDC to provide a bin adjacent to the seat and is awaiting a reply.
4. **To consider flower tubs on Church Green and Townsend, Lt Downham** – The tubs are in a bad state of repair. It was agreed that the Handyman should remove them.
5. **To consider strimming of BMX track and Spectator Shelter in Lt Downham Recreation Area** – Truelink Ltd quoted £50 exc. VAT for an initial cut of the weeds when it next cuts the play area and that subsequent cuts will cost less. It was proposed by Cllr CE Hall, seconded by Cllr GF Frankland, and agreed unanimously to have an initial cut by Truelink Ltd, which might be the only one needed before winter. The handyman could then strim the areas when required.  
**Resolved** to appoint Truelink Ltd to strim and cut back all weeds around the BMX Track and Spectator Shelter in Lt Downham Recreation Area @ £50 exc. VAT.

#### 84/11 **PARISH MATTERS**

1. **Report from Neighbourhood Panel Meeting (25/07/11)** – The Clerk had attended and gave a report of the meeting. One major point made when the Panel approved the new Terms of Reference was that Councils were requested to appoint a substitute representative if the main representative was unable to attend. It was noted that there were quite a few parish council representatives absent without apologies. Cllr Winters informed that he did not attend due to car trouble, but he will be attending a representatives’ meeting on 20/09/11.
2. **To consider Commemorative Tree and Hedge Planting – Diamond Jubilee** – It was unanimously agreed to plant trees to commemorate the Queen’s Diamond Jubilee in 2012. The matter was deferred to the next meeting for members to consider suitable sites.

**85/11 HIGHWAYS, PARISH PATHS & BYWAYS**

1. **Replies re matters reported from previous meetings** – Nothing to report
  
2. **To report current matters of concern:**
  - 2.1 **B1411 between Adventurers Drove and Westmoor Common Bridge near Pymoor** – The road is very uneven and is in desperate need of levelling. The Clerk confirmed that CCC is due to resurface the road at the beginning of October.
  - 2.2 **North Fen, Lt Downham** – The road has subsidence and complaints have been received that the middle is so high it catches on the bottom of vehicles.
  - 2.3 **Black Bank Road, Lt Downham** (off Downham Common) – A severe dip near the apple tree before the railway crossing. Also, the street nameplate needs fixing back to the posts
  - 2.4 **Adventurers Drove, Lt Downham** – There are still concerns regarding the deep ruts.

**86/11 EXCLUSION OF PUBLIC AND PRESS**

9.12pm **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 87/11, 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.**

**87/11 RECREATION AREAS**

1. **To consider quotes to reduce gaps in safety tiles at Lt Downham and Pymoor** – Two companies provided similar quotes for work that involved lifting the tiles, cleaning the base, replacing the tiles but not sticking them down. These would not solve the problem on a long term basis. Another company didn't quote but suggested replacing the tiles with wetpour surfacing, as this would be more beneficial in the long term. It was agreed to consider wetpour safety surfacing and consider quotes at the next meeting.

**88/11 REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. CCC – Bus Subsidised Review – Members were issued with documents to read for the next meeting.
2. Commemorative Trees for the Queen's Diamond Jubilee.

There being no further business, the meeting was closed at 9.28pm.

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