

**MINUTES of a meeting of the Parish Council held in the Village Hall, Main Street,
Little Downham, on Thursday, 15 December 2009 commencing at 7.00pm.**

Councillors present: RC Stacey, in the chair, DA Adams-Payne, CM Frankland, CE Hall, RS Martin, M Oldfield, BL Taylor, AJ White and KO Winters.

In attendance: One parishioner (8.15pm).

APOLOGIES - Received from Cllr DJ Badcock, Dist. Cllr A Bailey, County Cllr P Read and PCSO Hall. Cllr Frankland informed that she would have to leave at 7.30pm for another engagement.

144/09 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr DA Adams-Payne** declared a personal interest in item 150/09.2 (Village Hall Licence Renewal) because she is a representative on the Village Hall Committee. (Declaration no. 024-2009).
2. **Cllr CE Hall** declared a personal interest in item 150/09.2 (Village Hall Licence Renewal) because she is a member of the Village Hall Committee. (Declaration no. 025-2009).
3. **Cllr RS Martin** declared a personal interest in item 150/09.2 (Village Hall Licence Renewal) because he is a member of the Village Hall Committee. (Declaration no. 026-2009).
4. **Cllr MM Oldfield** declared a personal interest in item 150/09.2 (Village Hall Licence Renewal) because she is a representative on the Village Hall Committee. (Declaration no. 027-2009).

145/09 TO ADJOURN MEETING FOR PUBLIC FORUM

7.05pm No comments.

7.06pm Meeting reconvened.

146/09 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved: The minutes of 26 November 2009 (Full Council) were approved and signed by the Chairman as a true record.**

Cllr Winters pointed out that his comment at item 136/09.2.1 related to Little Downham Parish.

147/09 MATTERS TO REPORT

1. **St Leonard's Church – Licence of the new vicar, the Revd Margaret Talbot** – It was noted that in the Chairman's absence, Cllr Adams-Payne had been invited to attend the service on 17/12/09 to welcome the new vicar on behalf of the Parish Council.
2. **St Leonard's Church – Reading at Carol Service 20/12/09** – Cllr Adams-Payne offered to do the reading again this year.

The following information was issued to members in a memo with their agendas:

3. **(Min.122/09) Clarification of speaking in Public Forum** – CPALC confirmed that public forum is for the public to speak on matters relating to the agenda. It may also be a time for a councillor to speak who has an interest that goes beyond personal (i.e. personal and prejudicial). Under a separate agenda item, Councillors may bring forward matters for consideration at a future meeting but must not debate on any matters until they are on the agenda.
4. **(Meeting of 26/11/09) Tape recording of Council meetings** - It is not permitted to record or photograph Parish Council meetings in accordance with the Council's Standing Orders, Clause 70, and the Public Bodies (Admission to Meetings) Act 1960, S. 1 (7).
5. **(Min.136/09.2.1) East Cambs District Council Local Development Framework – Core Strategy (flood risk concerns)** - Ms Katie Child and Ms Sadia Moeed have separately accepted the Council's invitation to attend the 14 January meeting.
6. **(Min.140/09.1) J Roberts – Request for designated area to build small BMX dirt track** – Mr Roberts is pleased to accept the Council's invitation and prepare a presentation for the 14 January meeting.

148/09 PLANNING MATTERS

1. To consider planning applications received:

- 1.1 **09/00877/FUL** Mr & Mrs R Booth, 4 Lawn Lane, Lt Downham – Minor changes to previously approved application 06/00549/FUL comprising a 1metre extension to kitchen

Resolved: The Parish Council had no concerns.

- 1.2 **09/00852/OUT**, Mrs B Leeming, Half Acre, 3A Straight Furlong, Pymoor – Single storey extension to existing dwelling

Resolved: The Parish Council had no concerns.

- 1.3 **09/00915/FUL** Mrs Melanie Boughton, Broadlands, Straight Furlong, Pymoor – Two storey extension to house

Resolved: The Parish Council had no concerns.

2. **Planning correspondence -**

- 2.1 **ECDC Consultation on Draft Shop Front Design Guide (Supplementary Planning Document) (deadline 18/01/10)** – The Council declined to comment on this occasion.

For information only:

- 2.2 **ECDC Applications approved: 09/00753/FUL, 09/00773/FUL, 09/00837/FUL**

7.30pm Cllr Frankland left.

149/09 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs CM Frankland and RC Stacey.

2. **To approve bills and other items for payment**

Resolved: To approve list of payments for cheque numbers 000629 to 000639 and direct debits for the total sum of £4943.23.

150/09 **PARISH MATTERS**

1. **Neighbourhood Panel Meeting (26/10/09) – to receive representative's report (Cllr Winters)** – Representatives are invited to attend the meetings at 6pm to form the future agenda, the police priorities are anti-social behaviour at Stretham and Haddenham with patrols including Wilburton playing field as they pass by, Byways and access droves are still to be discussed.

2. **To consider support of Little Downham Village Hall Licence Renewal** – It was unanimously agreed to support the Village Hall Committee's application.

Resolved: To write to ECDC Licence Department in support of the Little Downham Village Hall Licence application.

3. **Downham Parish Conservation Group – Concern re pond on Byway 49 (Clayway Lane)** – Following notification that the ditch had been blocked and the pond water level was very low, it was reported that the water was now trickling through into the pond and the level had increased considerably. The Council agreed to take no action and the pond will be monitored.

151/09 **RECREATION AREAS**

1. **To update on Pymoor Play Pathfinder Project** – The Chairman reported that he, Cllr Frankland Cllr White and the Clerk had met with representatives from Cambs County Council on 07/12/09 to discuss further information required for the Project Panel to approve the application. The information has been collated and will be sent after this meeting. It will be necessary to request a redesign of the play area to include extra natural landscaping.

8.15pm One parishioner arrived.

2. **To consider removal and replacement of roundabout in Lt Downham Play Area** – Based on the Play Area Annual Inspection Report received yesterday the roundabout is of Medium and Low priority. It was decided not to replace the roundabout immediately but to consider grant funding for a new piece of equipment. Cllr Adams-Payne offered to review grant funding for consideration at a future meeting.

3. **To consider aeration of Lt Downham and Pymoor playing fields** – The Clerk informed of a preference from Pymoor FC to aerate Pymoor playing field but that Little Downham Swifts FC request it not to be done on Little Downham playing field.

Resolved: To authorise the aeration of Pymoor Playing Field by Truelink Ltd at a cost of approximately £200.

152/09 **HIGHWAYS**

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

- 1.1 **Overgrown hedge at Cannon Street, Lt Downham** – The occupier has been asked to trim it.

- 1.2 **Parking on Pavements** – The Police have been notified and will check when in the area.

- 1.3 **Black Bank Road, Little Downham** – CCC Highways accepts there is one or two dips but considers nothing that requires intervention at present. The road will continue to be monitored.

2. To report current matters of concern

2.1 Complaint to CCC East Highways Division – It was agreed to send a letter to Steve Dighton (East Highways Divisional Engineer) regarding inadequate repairs and maintenance of Common Road, Third Drove, Black Bank Road and North Fen.

2.2 Street Lights – To report the light out on Ely Road opposite Cowbridge Hall Road.

2.3 Request for additional funding – It was agreed to send a letter to County Cllr Philip Read to request more funding for fen roads. Copies to be sent to Malcolm Moss MP, Brian Smith (CCC Executive Director – Environment Services), Mark Lloyd (CCC Chief Executive), Cllr Jill Tuck (Leader of the Council), Cllr Mac McGuire (Deputy Leader and CCC Cabinet Member of Highways and Access), County Cllr Fred Brown (member of the Traffic Area Joint Committee) etc.

3. Cambridgeshire Advisory Freight Map Consultation – It was agreed to support Wilburton and Haddenham Parishes by objecting to the proposed change of status for the A1123 from strategic to local route, which will have a detrimental affect on local residents and buildings. An increase in HCVs would cause further chaos for local traffic through these rural villages.

8.30pm Parishioner left.

8.35pm Cllr KO Winters left.

153/09 EXCLUSION OF PUBLIC & PRESS

8.36pm **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 154/09, Tenders, 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.**

154/09 TENDERS

1. Youth Shelter for Lt Downham Recreation Area – Quotations from Euroshel, Garrick and Queensbury were received and considered.

Resolved: To accept the Queensbury quotation with wooden seating at a cost of £5419 + VAT and to request seating to three sides of the shelter.

155/09 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 8.50pm.

Signed (Chairman) Date