

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 16 January 2014 commencing at 7.00pm.**

**Councillors present:** MM Oldfield, in the chair, and DA Adams-Payne, CM Frankland, GF Frankland (8.12pm)  
CE Hall, LEA Joel (7.35pm), RS Martin, BGF Smith (7.03pm), BL Taylor, GH Taylor and KO Winters.

**Clerk:** Mrs J Wardle

**Other attendees:** None

**120/13 APOLOGIES FOR ABSENCE:** Dist. Cllrs A Bailey, T Goodge and Cllr County Cllr P Read.  
Apologies for lateness were received from Cllrs GF Frankland, LEA Joel and BGF Smith.

**121/13 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr CM Frankland** declared a personal interest in item 127/13.1.3 (Application 13/00910/FUL) because she lives on Martins Lane (Declaration 001-2014).
2. **Cllr BL Taylor** – Declaration 002-2014 (see item 127/13.1 below)
3. **Cllr GH Taylor** – Declaration 003-2014 (see item 127/13.1 below)

**122/13 PUBLIC FORUM** - None

**123/13 DISTRICT COUNCILLORS' REPORTS** (Dist. Cllrs A Bailey & A Goodge) – No reports

**124/13 COUNTY COUNCILLOR'S REPORT** (County Cllr P Read)

1. In his apology email, Cllr Read informed that the County Council is about to change back to a committee system this April and a lot of work is going on to re-jig all the committees etc. Nobody knows how it will all work out but he thinks it will cost a lot more than they think.

**125/13 TO APPROVE MINUTES OF PREVIOUS MEETING**

1. **Resolved** that the minutes of 12 December 2013 were correct and be signed by the Chairman as a true record.

**126/13 MATTERS TO REPORT**

1. **(Min.80/13.1) Book Café Manager** – It was reported that Avril Hayter-Smith has formally accepted the position and signed the contract of employment. Two references were obtained and are accepted. Avril has made contact with personnel at Ely Library and is arranging some training for her and some volunteers.
2. **(Min.113/13.4) To consider cost of seats for Lt Downham recreation field** – The seats are on order and expected to be delivered around 06/02/14.

**127/13 PLANNING MATTERS**

1. **Planning correspondence –**

**Cllr BL Taylor** declared prejudicial interests in items 127/13.1.1 (Application 13/01020/FUL) and 127/13.1.2 (Application 13/01072/FUL) because he owns neighbouring properties on Main Street, Little Downham, and Main Street, Pymoor respectively (Declaration 002-2014).

**Cllr GH Taylor** declared prejudicial interests in items 127/13.1.1 (Application 13/01020/FUL) and 127/13.1.2 (Application 13/01072/FUL) because she owns neighbouring properties on Main Street, Little Downham, and Main Street, Pymoor respectively (Declaration 003-2014).

7.15pm Having declared interests in the following two matters below, Cllrs BL & GH Taylor left meeting.

- 1.1 **13/01020/FUL** Mr Jonathan Flude, 54 Main Street, Lt Downham – Subdivision of existing dwelling to create 2 dwellings, including extensions and alterations - **Resolved** that the Parish Council had no concerns.
- 1.2 **13/01072/FUL** CN Seeds Ltd, 18 Main Street, Pymoor – First floor extension to create offices/lab/storage above existing offices - **Resolved** that the Parish Council had no concerns.

7.27pm Cllrs BL & GH Taylor were returned to the meeting.

- 1.3 **13/00910/FUL** Mr Tarquin Cook, 1A Martins Lane, Lt Downham – Brick/timber clad garage and integrated carport with slate roof. Driveway material change from gravel to block paving/resin bonded gravel. Reduction of front boundary wall height, to comply with highway regulations to Number 1 and 1a – amendment – The removal of the car port and its replacement with a detached single garage to the rear - **Resolved that the Parish Council had no concerns.**

**For information only:**

- 1.4 **ECDC: Applications approved: 13/00890/FUL, 13/00951/FUL, 13/01036/FUL, 13/01049/FUL 13/01016/HEN (PC not consulted)**
- 1.5 **ECDC: Applications refused: 13/00973/FUL**

#### **128/13 FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs DA Adams-Payne and CE Hall.

7.35pm Cllr LEA Joel arrived and apologised for being late.

2. **To set Parish Precept for 2014/15 (Min.99/13.2)** – ECDC wrote to inform that in order to give some certainty over how much subsidy funding the Parish Council will receive in the next financial year, it has adopted a policy that will see the 2013/14 subsidy funding allocation be used as the basis to calculate future years' funding. Therefore the 2013/14 payment of £6480 would be reduced by 25% year on year through to 2016/17 i.e. 2014/15 £4680, 2015/16 £3240 and 2016/17 £1620. Members expressed concerns about the drop in subsidy and a need to increase the Precept to cover the shortfall, in light of the Parish Council's pending projects to extend and refurbish the Pavilion and to acquire additional burial land. With this in mind, it was proposed by Cllr DA Adams-Payne and seconded by Cllr CM Frankland that the Precept be increased by 5% as per the £72,285.00 estimated figure sent to ECDC at the end of November. **A recorded vote result was as follows: In favour (10)** - Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, LEA Joel, RS Martin, MM Oldfield, BGF Smith, BL Taylor and GH Taylor, **Against (1)** - Cllr KO Winters. **Resolved to set the Precept at £72,285.00 for 2014/15 financial year.**
3. **To approve bills and other items for payment** - Items for payment were proposed by Cllr DA Adams-Payne and seconded by Cllr CE Hall. **Resolved unanimously to approve list of payments for cheque number 001042 and BACS payments 144 to 149 for the total sum of £3454.37.**

#### **129/13 PARISH COUNCIL LAND AND ASSETS**

1. **Pavilion Working Group – update** - The Chairman confirmed that 500 surveys were received and have been assessed and collated. The next step is to further explore what activities could take place now the needs of the community have been highlighted.
2. **Little Downham Recreation Area – irresponsible vehicles on the field** - It was reported that on 14/12/13 and 19/12/13 two cars drove recklessly on the field in the evening or early hours of the morning, churning up the pitches and leaving tracks and ruts. Football managers and field users complained of the mess on the field and expressed strong concerns and disappointment. The Chairman and Vice Chairman decided it would be appropriate until the next council meeting to lock the entrance gate from 5 pm to 8 am to avoid further damage. The field was beginning to recover when two people decided to drive their vehicles along Footpath 21 to the recreation field in the early hours of 12/01/14. CCTV footage of all three occasions was shown to PCSO Jonathan Hall. With information of a possible suspect, he spoke to the owner/driver of a similar car with the person's mother in attendance informing of the footage and suggesting to the driver that he informs any of his friends with a similar car that it is an offence under Section 59 of the Police Reforms Act 2002 that anyone caught driving recklessly or dangerously, whether on a highway or other public place, can result in their car being confiscated. It was proposed to put a barrier across part of Footpath 21 stop vehicular access to the recreation area from Eagles Lane. **Resolved unanimously to continue locking the recreation area vehicular access gate on School Lane until further notice and to install a barrier across Footpath 21 near the play area boundary with the adjacent field.**

### **130/13 PARISH MATTERS**

1. **Neighbourhood Panel Meeting (20/01/14 Witchford Village College 7pm) - issues to report**  
– Cllr Winters was asked to report the general state of fen roads, i.e. Black Bank Road, Isleham to Prickwillow and in Grunty Fen. The Clerk was asked to enquire how the funds that were allocated to Black Bank Road have been spent, as not much appears to have been done.

8.25pm Cllr KO Winters left the meeting. 8.28pm Cllr Winters returned.

2. **CAPALC – Councillor Nomination invited for Buckingham Palace Garden Party 03/06/14** – CAPALC invited the Parish Council to nominate one Councillor to be entered into a draw for an invitation to the Buckingham Palace Garden Party. Following a ballot to select a Councillor, Cllr RS Martin was selected as the Little Downham Parish Council nomination. Cllr KO Winters was selected as a substitute.

### **131/13 HIGHWAYS, PARISH PATHS & BYWAYS**

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

- 1.1 **(Min.69/13.5) Cambridgeshire County Council Local Highway Gritting Route 2013/14** – CCC received 69 requests for change this year from councils and members of the public. Each request for change was considered and a site visit was made before the request was assessed against the County's route criteria. As a result, only Skipper's Lane in West Wickham was found to meet the necessary criteria for primary status and has been upgraded. Gritting routes will continue to be reviewed in the future with input from parish, town, district and county councillors as CCC continue to balance service delivery with the financial resources available.

- 1.2 **(Min.86/13.3.1) Footpath 21** – It was reported that the Clerk and the handyman had met with Richard Rice (CCC Head of Grounds Maintenance) to view the overhanging branches of the school trees. Mr Rice confirmed he would get the cut them back end of March/April. The handyman felt that this would then be delayed due to birds nesting, so got to work in clearing the shrubs and then cut back the tree branches as previously discussed with Mr Rice. Mr Rice has been informed that this has been done. No reply has been received. This has since opened up the footpath to all and sundry i.e. reckless drivers (CCTV footage 1.12am – 1.20am 12/01/14). The Clerk was instructed to inform Richard Rice that the trees still need trimming upwards.

2. **To report current matters of concern:**

- 2.1 **Water ponding** – Puddles of water are laying on the road edge because no grips have been cut. The worst areas are on the B1411 near Orwell Pit Farm towards Ely and Westmoor Common Bridge towards Pymoor, on Main Drove near Quaker Farm and at the junction of Ely Road and Cowbridge Hall Road.

- 2.2 **Water Leak** – The water hydrant on the corner of Martins Lane and Main Street is still leaking although Anglian Water has been out to it.

- 2.3 **Potholes and dips** - Outside Manor House on Main Street, Lt Downham, halfway along Third Drove and three quarters along Fourth Drove, and on the edge of the carriageway outside Willow Farm, Lt Downham.

- 2.4 **New BT junction box, Church Way, Lt Downham** – A new higher box has been installed beside the old one and obstructs visibility of vehicles travelling from Main Street when waiting at the Cannon Street junction on to Ely Road.

- 2.5 **Block Drain** – Outside no. 30 Main Street, Lt Downham.

- 2.6 **Cannon Street and Pond Lane Green, Lt Downham** – The litter bin adjacent to the seat doesn't have a lid and rubbish flies out when its windy.

### **132/13 EXCLUSION OF PUBLIC AND PRESS**

**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 133/13, 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.**

### **133/13 PARISH COUNCIL LAND AND ASSETS**

- 1 **Cemetery – update (Min.89/13.1)** – Cllrs BL & GH Taylor questioned why they were required to leave the meeting when their offer of cemetery land was no longer for consideration because the condition of a housing gain had not been supported. Following a lengthy discussion, it was noted that the Council had not written to reject the offer nor had Mr & Mrs Taylor withdrawn their offer. The Council decided it would make a formal decision at this meeting.

9.03pm Cllrs BL & GH Taylor declared prejudicial interests and left the meeting.

Cllr Adams-Payne expressed concern that during the previous discussion Cllr Winters had been talking over other councillors insisting that the Council had already rejected the Taylors' offer. On a brief check of the minutes it was found that due to other considerations in this matter a formal rejection had not been decided on this offer. The Council was reminded that all sites were discussed at the last meeting and no decision was made about the Taylor offer. It was proposed by Cllr LEA Joel and seconded by Cllr DA Adams-Payne to thank Mr & Mrs Taylor for their offer but to formally reject it because the housing gain was a condition of the offer that was not supported by the Council. **A recorded vote result was as follows: In favour (8) - Cllrs DA Adams-Payne, CM Frankland, GF Frankland, CE Hall, LEA Joel, RS Martin, MM Oldfield, BGF Smith. Against (1) - Cllr KO Winters.**

**Resolved to formally reject Mr & Mrs Taylor's offer of three acres of land south of the existing cemetery because the Council could not support the condition for housing gain on the remaining four acres of their field.**

The Chairman declared that further discussions of matters relating to the cemetery were deferred to the next meeting.

9.15pm The meeting reconvened as an open session and Cllrs BL & GH Taylor were invited back. They had already left the building.

**134/13 REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

- 1. CCTV Index Recognition Camera

There being no further business, the meeting was closed at 9.19 pm.

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