

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 16 April 2015 commencing at 7.00pm.**

**Councillors present:** MM Oldfield, in the chair, and DA Adams-Payne, CM Frankland, GF Frankland, RS Martin (7.10pm), BGF Smith, BL Taylor, GH Taylor and KO Winters. Clerk: Mrs J Wardle

**Other attendees:** Dist. Cllr T Goodge and one parishioner.

**174/14 APOLOGIES FOR ABSENCE** Cllr LEA Joel, Dist. Cllrs A Bailey and County Cllr P Read.  
Apologies for lateness received from Cllr RS Martin.

**175/14 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr BL Taylor** declared a prejudicial interest in item 182/14.1.3 (Application 15/00273/FUL) because the applicant is his son (Declaration 009-2015).
2. **Cllr GH Taylor** declared a prejudicial interest in item 182/14.1.3 (Application 15/00273/FUL) because the applicant is her son (Declaration 010-2015).

**176/14 PUBLIC FORUM**

Julie Feltwell referred to item 182/14.1.3 (application 15/000273/FUL) and informed the Council of the reason for the change of plans and new application.

**177/14 DISTRICT COUNCILLORS' REPORTS** (Dist. Cllrs A Bailey & A Goodge)

1. Cllr Goodge reported that he had attended a site visit on Main Street to discuss the Zebra Crossing concerns and was pleased that the Highways officer had implemented some amendments to the road hatchings and markings. He informed that he was standing as an Independent candidate again in the District Council election for Downham Villages.

7.05pm Dist. Cllr Goodge left the meeting.

**178/14 COUNTY COUNCILLOR'S REPORT** (County Cllr P Read) – Nothing to report

**179/14 PARISH CRIME REPORT**

The Clerk reported that it was not possible to obtain a list of individual crimes reported to the police, as the facility was no longer available on the Cambridgeshire Police website. The only report available was a non-descript list of reported crimes during the past twelve months. The Council requested copies for the next meeting.

7.10pm Cllr RS Martin arrived and gave apologies for lateness due to a hospital appointment late that afternoon.

**180/14 TO APPROVE MINUTES OF PREVIOUS MEETING**

1. **Resolved** that the minutes of 12 March 2015 were correct and to be signed by the Chairman as a true record.

**181/14 MATTERS TO REPORT**

1. **External Audit Date** – Littlejohn LLP informed that the Annual Return should be completed and returned to them by 8 June. The Clerk confirmed that notices were on Parish Council Notice boards in accordance with relevant legislation.
2. **New Oak Memorial seats** – The new seats have been installed. Mrs Southgate, a friend of Frank Lythell's, expressed thanks to the council for replacing the seat that she had first donated in Frank's memory. Cllr Hall was also very pleased her husband's memorial seat.
3. **Parish Council Election 2015** – The Parish Council election was uncontested, as only ten candidates had applied. The Council will advertise the vacancy and consider co-option at a forthcoming meeting.

**182/14 PLANNING MATTERS**

1. Planning correspondence -
  - 1.1 **15/00217/FUL** Mr S Didlick and Mrs K Jahnke, 8 Straight Furlong, Pymoor – Two storey and single storey extension to rear plus porch on front - **Resolved** that the Parish Council had no concerns.

- 1.2 **15/00264/FUL** Mr & Mrs David Studman, 5 Church Way, Lt Downham – Front extension to existing bungalow to create new kitchen and WC - **Resolved that the Parish Council had no concerns.**

7.21pm Cllrs B & G Taylor left the meeting prior to the next item being discussed.

- 1.3 **15/00273/FUL** Mr R Taylor, 1 Mount Pleasant Cottages, 68 Main Street, Pymoor – Extension to front, side and rear of existing property - **Resolved that the Parish Council had no concerns.**

7.27pm Cllrs B & G Taylor were invited back to the meeting.

1.4 **For information only:**

ECDC: Applications approved: 14/01367/OUT, 15/00104/FUL

183/14 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs CE Hall and MM Oldfield.
2. **CCC Rights of Way - request funding of one gate on Byway 49 by Parish Council (Min.167/14.2)** – In a request for more information, CCC Rights of Way Officer, Karen Champion, informed that if the Parish Council contributed towards the cost of one gate, it would provide funds for other Rights of Way matters to be dealt with. If it did not give a contribution, the gates would still be installed but there would be less RoW funds available for other matters. It was proposed by Cllr GF Frankland and seconded by Cllr KO Winters that the Council should not contribute towards the cost of one gate @ £1950. A vote result was 9 in favour and 1 abstention. **Resolved not to give a contribution of £1950 to Cambridgeshire County Council Countryside Rights of Way.**
3. **To consider funds request from Downham Parish Conservation Group** - The Conservation volunteers thanked the Council for the £300 grant last June, which had enabled them to manage and maintain the Community Orchard and Local Nature Reserve without having to ask the council for specific funds. They informed that the current balance is £89.81 and the Clerk was in possession of the list of expenditure to confirm the balance. The Council expressed appreciation for the work of the group. **Resolved unanimously to approve a grant of £500 to Downham Parish Conservation Group.**
4. **To approve bills and other items for payment** - Items presented for payment were proposed by Cllr CE Hall and seconded by Cllr MM Oldfield. **Resolved unanimously to approve list of payments for cheque no. 001057, Direct Debits and BACS payments 301 to 311 for the total sum of £8332.77.**

The Clerk reported that due to inadvertently not giving 10 days' notice when transferring the balance from the Pymoor 106 account to the Lloyds current account, Barclays had charged a withdrawal interest fee of 40p. This had caused the Pymoor 106/Countryside Account to have a balance of minus 39p. Upon making a complaint to Barclays and pointing out that there was no option to give 10 days' notice when arranging the transfer online, Barclays agreed and refunded the 40p as a goodwill gesture.

184/14 **COUNCIL MATTERS**

1. **Parish Conference – 2<sup>nd</sup> April at Burwell – Reports from Cllrs MM Oldfield and KO Winters** – Cllr Winters and Cllr Oldfield each gave a report on their attendance at the Conference and the respective workshops that they took part in. In addition to a presentation by the Police on 'Threat, Risk and Harm' and Radicalisation, the Cambridgeshire Community Foundation representative informed of funding available from AmeyCespa for sports and play areas, but the application must be in by 31 May. It was decided to consider submitting an application to fund new play equipment, such as a Zipwire, in Lt Downham play area, which is 9.8 miles from the AmeyCespa landfill site at Landbeach.

185/14 **PARISH COUNCIL LAND AND ASSETS**

1. **Email from C Hebbard - To consider outdoor table tennis tables in Lt Downham Play Area** – The Council considered Mrs Hebbard's suggestion and decided to defer making a decision, as it was developing ideas of its own. The suggestion could be considered on another occasion.

2. **Email from J Gallyer – To consider permission to hold a Tea Café in the Pavilion** – The council had no objections to the request and agreed to give permission for a trial run. There was speculation about insurance of the Tea Café amenity in light of profits going to the Youth Club. Mrs Gallyer would be advised to look into the project being covered by the Youth Group's policy, as the amenity would not be covered under the Parish Council's insurance policy.

**186/14 HIGHWAYS, PARISH PATHS & BYWAYS**

1. **Replies re matters reported from previous meetings:**
  - 1.1 **Main Street Crossing (Min.160/14)** – Site meeting was held 03/04/15. CCC Highways amended the proposal by reducing some hatching and the extension of the zig-zag lines to allow more parking and avoid congestion at the start and end of school.
  - 1.2 **Street Lighting (Min.170/14.3)** – Church Green street light is to be moved to across the road.
  - 1.3 **Network Rail Crossing Closures** – It was noted that **Beild Drove, Black Bank Road and Second Drove** would have full road closures at the level crossings overnight on 01-02<sup>nd</sup> July 2015 to allow Network Rail to work through the level crossings.
  - 1.4 **California white marker posts** – The posts are made of plastic. If they are knocked over, a local resident will stand them up again.
2. **To report current matters of concern:**
  - 2.1 **Chapel Lane, Lt Downham** – The hedge is overgrown, litter along the verge and the verge is encroaching the single yellow line on the west side near the junction of Main Street.
3. **CCC Consultation on Byway 44, 45 & 49 Seasonal Traffic Regulation Orders** – Following a lengthy discussion with individuals voicing opinions for and against the TROs, the Chairman stated that it would not be possible for the Council to send a generic comment. She suggested that individuals forward their own comments to CCC Countryside team. The Clerk will send a comment informing that *Little Downham Parish Council was unable to provide a definitive comment in favour or against the seasonal TROs due to some members expressing strong individual opinions. It was agreed that members should send individual comments in which they can express their own opinion for or against.*

**187/14 EXCLUSION OF PUBLIC AND PRESS**

8.40pm 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 188/14, 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.

**188/14 PARISH COUNCIL LAND AND ASSETS**

1. **Cemetery – update (Min.172/14)** – There was no update from the Church Council. The matter was deferred to the next meeting. The Clerk

**189/14 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None**

There being no further business, the meeting was closed at 8.44 pm.

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