

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 16 September 2010 commencing at 7.00pm.**

Councillors present: MM Oldfield, in the chair, CM Frankland, GF Frankland, CE Hall, EW Hall, RS Martin, BL Taylor, AJ White and KO Winters.

In attendance: one parishioner.

Opening Remarks – Cllr Oldfield, Vice Chairman, welcomed everyone to the meeting and informed that she was chairing the meeting in Cllr Adams-Payne's absence.

92/10 **APOLOGIES FOR ABSENCE**- Cllrs DA Adams-Payne, DJ Badcock, Dist. Cllr A Bailey, County Cllr P Read and PC K Humble.

93/10 **TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr CM Frankland** declared a personal interest in item 101/10.3 (Village Enhancement Competition) because she is married to Cllr GF Frankland (Declaration no. 012-2010).
2. **Cllr RS Martin** declared a personal and prejudicial interest in item 99/10.1.1 (application 10/00578/RMA) and 99/10.1.2 (application 10/00706/FUL) because he is owner and occupier adjoining to both applications (Declaration no. 013-2010).
3. **Cllr MM Oldfield** declared a personal interest in item 101/10.2 (Lt Downham Fete Committee) because she is a member of the committee (Declaration no. 014-2010).

94/10 **STANDARDS COMMITTEE HEARING 28/07/10**

1. **To receive formal notification from the Tribunal Service (Local Government Standards in England) that permission has been granted for Cllr KO Winters to appeal against the sanction imposed by the Standards Committee, which has been stayed effective from 10/09/10 until such time as the appeal has been determined (Mins.78/10)** - The Chairman read the formal notification to the meeting.

95/10 **PARISH CRIME MATTERS**

1. **Police Crime Reports** – Three crimes were reported in Lt Downham between 20/08/10 – 16/09/10.
2. **To report recent events** – The Village Hall Committee reported youths had gained entry into the village hall from the flat roof window. The Committee requests that all users ensure that doors and windows are secured before leaving the premises.

96/10 **PUBLIC FORUM**

There were no comments.

97/10 **DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)**

1. Dist. Cllr Goodge informed that there wasn't much to report because of the summer recess, ECDC had discussed its finances and matters were not good; next year could be worse with further budget cuts, the car park working group still has concerns and no decision has been made regarding parking fees etc. Dist Cllr Goodge answered questions from Cllr GF Frankland about funding of the proposed new sports and leisure facility at Ely. Dist. Cllr Goodge agreed to look into a planning matter for Cllr KO Winters.

7.25pm Cllr Goodge left the meeting.

98/10 **COUNTY COUNCILLOR'S REPORT (County Cllr P Read)** – No report on this occasion.

99/10 **PLANNING MATTERS**

1. **Planning correspondence -**
 - 1.1 **10/00578/RMA** Mr & Mrs Meek, Site south east of 39 Ely Road, Lt Downham – Detached dwelling – **Resolved** - **Little Downham Parish Council has no concerns about the application.**
 - 1.2 **10/00706/FUL** Mr S Wright, 39 Ely Road, Lt Downham – Resubmission of application for two storey extension to rear, new pitched roof over new and existing elements, sand and cement render to top half of entire dwelling, new porch and loft conversion – **Resolved** - **Little Downham Parish Council has no concerns about the application.**

- 1.3 **10/00710/FUL** Mr C & Mrs G Nye, Hollyoaks, The Hythe, Lt Downham – Replace demolished outbuilding with a triple garage which is to match area and height of original building – also Amendment – reduction in size of the proposed garage –
Resolved - Little Downham Parish Council has no concerns about the application.

- 1.4 **For information only:**
ECDC Applications approved: 10/00462/FUL, 10/00588/FUL, 10/00619/FUL,

100/10 **FINANCE**

1. **To approve bills and other items for payment** – The internal audit was carried out by Cllrs EW Hall and BL Taylor. The following was proposed by Cllr EW Hall, seconded by Cllr BL Taylor and unanimously approved.
Resolved to approve list of payments for cheque numbers 000737 to 000751 for the total sum of £4928.17.

7.47pm Cllr GF Frankland left the meeting.

7.50pm Cllr GF Frankland returned.

101/10 **PARISH MATTERS**

1. **Mr T Warren – request to reduce height of Silver Birch Tree on Church Way** – The Clerk was instructed to contact CCC Highways to clarify the boundary of the highway verge and to contact ECDC trees officer regarding tree works.
2. **Lt Downham Fete Committee – permission to hold the Fete in Lt Downham Recreation Area on Saturday, 4 June 2011** – The Council approved the request providing the Fete Committee seeks confirmation from the Cricket Club that there is no match on the same day.
3. **Village Enhancement Competition (Cllr G Frankland)** – Cllr Frankland proposed to arrange an annual summer competition for Main Street to encourage more residents with no front gardens to plant window boxes and hanging baskets etc. He offered £100 towards a prize fund and asked the council to support his proposal and hold the entrance fees and prize fund. The Council suggested that it would be more appropriate for the competition to be run by the Parish Conservation Group. Cllr Frankland agreed to approach the Conservation Group with the idea.
4. **Electricity Poles on School Lane, Lt Downham** – (Min.85/10.2) A Fire Service Report would cost £71.20 and only inform that the fire was put out by beaters and a small amount of water. It was agreed for the Clerk to produce a log of all known calls and incidents and forward to EDF to request that the problem area is made safe.

102/10 **CAPITAL PROJECTS**

1. **Lt Downham Cemetery – update from working group** – A meeting is to be arranged.
2. **Lt Downham Village Hall – update from working group** – Cllr Badcock is arranging a site meeting with ECDC Conservation Officer.

103/10 **RECREATION AREAS**

1. **BMX Track update** – Currently 2 no. A3 size signs have been erected on wooden posts adjacent to the BMX Track and the edge of the recreation field and car park. The Council approved the wording of the signs. The handyman will monitor signs for vandalism.
2. **Ms O Seidler – Email expressing disappointment of Lt Downham Play Area** – Ms Seidler's comments were considered. The handyman provided a brief preliminary inspection report of matters that needed attention. It was suggested to forward the concerns to the Play Area & Recreation Committee for consideration. The Clerk was instructed to reply to Ms Seidler.
3. **Lt Downham Pavilion – to consider maintenance and an extension** – The handyman provided a brief preliminary inspection report of matters that needed attention. It was agreed to hold a site visit on 20/09/10 at 9.30am. The Clerk was instructed to contact the Youth Group to enquire if they are applying for any grant funding for the Pavilion at the moment.
Resolved that the Clerk is authorised to purchase 2 no. toilets and relevant hardware to replace the broken toilets in the Pavilion and to obtain quotes for 4 no. new wall heaters.

8.47pm Cllr KO Winters left the meeting.

8.49pm Cllr KO Winters returned.

- 4 **To consider review of Licence for Little Downham Recreation Area signed 1994 between the Parish Council and the Trustees of the Village Hall Committee** – The Clerk was instructed to contact Cambridgeshire ACRE for advice regarding a new licence or Trust Deed.

9.05pm Cllr AJ White left the meeting.

9.08pm Cllr AJ White returned.

104/10 HIGHWAYS

1. Replies re matters reported from previous meetings (Mins.88/10.2)

- 1.1 **Black Bank Road, Lt Downham** - The dip is already marked and ordered for patching along with some other patches along Black Bank Road, although no program date is arranged.
- 1.2 **Third Drove, Lt Downham** – This will be considered for limited patching in the next round of patch marking. It doesn't seem to have deteriorated since the last inspection, other than at the conifers about 100 metres from Main Drove junction. Three or possibly four areas may require attention. This will be monitored.
- 1.3 **Adventurers Drove, Pymoor** - Once again, there appears to be no significant deterioration since the last inspection and there is nothing that requires intervention at the moment. This will also be monitored.
- 1.4 **B1411 between Cophall Drove and Westmoor Common Bridge, Pymoor** – This road is placed on a list of submissions for a bid for more extensive work. Of course there is no guarantee that it will be successful as the decision is made by a separate inspection team and prioritised against other bids. If any further deterioration occurs, limited patching work may be required.
- 2. To report current matters of concern**
- 2.1 **Second Drove, Lt Downham** - Severe dips are reported on the other side of the railway crossing. Drivers are grounding their vehicles on parts of the road. Please can you take a look.
- 2.2 **Byway 45 (Marshalls Drove, Lt Downham)** – Concern expressed by a local resident regarding the frequent use of 4x4s, more recently an eight-vehicle convoy. The resident has contacted CCC Countryside Team with the concerns. The council agreed to email Karen Whymark (CCC Rights of Way Officer) to support the resident's request for a restriction to be applied to the drove. It was suggested that the Clerk puts a request in the parish magazine for drivers of 4x4 vehicles that use the Byways to drive with consideration for other users, such as pedestrians, horse riders and cyclists.

105/10 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. Installation of gates at Hundred Foot Bank, Pymoor

There being no further business, the meeting was closed at 9.24pm.

Signed (Chairman) Date