

LITTLE DOWNHAM PARISH COUNCIL
MINUTES of a meeting of the Parish Council held in the Village Hall, Main Street,
Little Downham, on Thursday, 16 October 2008 commencing at 7.00pm.

Councillors present: DA Adams-Payne, in the chair, DJ Badcock, CM Frankland, CE Hall, M Oldfield, RS Martin, BL Taylor (7.15pm), AJ White and KO Winters.

In attendance: PC K Humble, Dist. Cllrs T Goodge, County Cllr P Read and 1 parishioner.

APOLOGIES - Received from Cllrs RC Stacey and EW Hall, Dist. Cllr A Bailey and PCSO J Hall.

105/08 TO RECEIVE DECLARATIONS OF INTEREST

1. Cllr RS Martin declared a personal interest in Item 114/08 because he collects the cut hay from the field, of which the Parish Council received last year for Pingle Wood.

106/08 TO ADJOURN MEETING FOR PUBLIC FORUM

7.03pm Meeting adjourned – No comments – Meeting reconvened.

107/08 PARISH CRIME MATTERS

1. Police Crime Reports - 13 Crimes were reported and 29 calls for services were made.

2. To report recent events – The Clerk informed of a broken window at the pavilion which seemed to have been caused by a football. The Police asked that people be vigilant for Hare Coursers and report them even if in doubt.

7.24pm PC Humble left.

108/08 DISTRICT COUNCILLORS' REPORTS (Dist. Cllr A Goodge)

1. Cllr Goodge attended the East Cambs Area Joint Committee and was pleased that the Main Street bid for safety measures might be successful. He has also spoken to CCC Cllr Matt Bradney regarding the bus proposals.

Via email, Dist Cllr Bailey informed that CCC had allowed two Neighbourhood Panels to comment on the proposed bus services after the public consultation deadline, but not all Panels. The Council agreed that Cllr Winters should bring this up at the next West Panel meeting on 27/10/08.

7.30pm Dist. Cllr Goodge left.

109/08 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)

1. Cllr Read informed that he had received an email from Mike Hosking (Min.100/08) informing that CCC was not in the financial position like Essex CC to fund Post Office services, but offered to meet with the Council and Mrs Atwal. The Clerk had not received the email. Cllr Read will forward it to her. Cllr Winters requested a copy when received.

7.37pm Cllr Read left

110/08 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. RESOLVED: The minutes of 4 September 2008 (Full Council) were approved and signed as a true record.

2. 25 September 2008 (Extraordinary) - Cllr Winters objected because he never heard the Clerk express an interest to attend as stated at item 102/08. The Council confirmed the Clerk's interest in the meeting because the letter of invitation was addressed to her. Cllr Taylor requested to attend.

RESOLVED: The minutes of 25 September 2008 (Extraordinary) were approved and signed as a true record. Cllr Winters disagreed.

111/08 MATTERS TO REPORT

1. (Min.70/08) Deprivation in Downham – Email reply received from Shirley Blake informed that Lt Downham was part of the Rural Development Area in 1988, which could therefore be said that the parish was recognised as an area experiencing deprivation since the late 1980s.

2. (Min.91/08.1) Changes to contracted bus service in Lt Downham Parish – The Council's comment was sent by 26/09/08 deadline. CCC will decide by end of October.

3. (Min.91/08.3) Trees on Ely Road – The Handyman suggests that the crowns are raised on some trees and it should be done by professional contractors. The trees will be identified for trimming and the Clerk will obtain quotes from recommended contractors.

4. (Min.91/08.4) Provision of speed watch equipment – ECDC will consult with volunteers soon regarding training sessions and invoice the Parish Council when the equipment payment is due.

5. (Min.92/08) – Pingle Wood & Community Orchard – Thistle Spread Management working group – Cllr Martin, Keith Norton, Gordon Frankland, Hayley Parker and Andrew Hall (Truelink Ltd) met on site to discuss options. Pingle Wood and the Community Orchards are due to be cut and arisings removed under contract soon. It was suggested for next year that the Orchard be cut the same time as the verges (approx. 6-8 times a year @ £50 per cut) and an additional cut be carried out in Pingle Wood in July like the cut and collect in October. The quotations and recommendations will be included in the budget proposals for 2009/10 and considered by the full council in November.

6. (Min.94/08) – Ely Masterplan Select Committee November meetings – Due to responses from the September invitation, the Select Committee has sent individual invitations to Parish Councils. The had no comments to make

7. (Min.99/08) Village Hall donation – The Village Hall Committee thanked the Council for its grant.

8. (Min.100/08) Post Office Closure – No replies have been received from ECDC or CCC. Laura Tarling (Post Office Limited) informed that consultation on the outreach service will depend on the type of service and decided option. This is still being discussed.

9. (Min.101/08) Annual Risk Assessment – Mr Payne will carry out the assessment and produce a report for the full Council meeting on 27 November if possible.

112/08 **PLANNING MATTERS**

1. To consider planning applications received:

1.1 08/00898/FUL Mr Sean MacManus, 39 Lawn Lane, Lt Downham – Proposed rear extension - **RESOLVED: The Parish Council had no concerns.**

1.2 08/00920/FUL Mr & Mrs Taylor, 1 Pymoor Lane, Pymoor – Two storey side extension and removal of garage - **RESOLVED: The Parish Council had no concerns.**

2. Planning correspondence

For information only:

2.1 ECDC - Applications approved: 08/00757/FUL, 08/00761/FUL, 08/00772/FUL, 08/00798/FUL

2.2 ECDC - Applications refused: 08/00810/FUL

113/08 **FINANCE**

1. Monthly Internal Audit – carried out by Cllrs CE Hall and AJ White.

2. To approve update of Lloyds TSB Bank signatures – **RESOLVED: To add Cllr DJ Badcock and Cllr M Oldfield to list of signatories and remove R Pearl and H Atwal.**

3. To consider approval of BT telephone charges and Youth Group Broadband – Following intensive enquiries, the Clerk informed that as a result of the Youth Group applying for BT Broadband, BT had incorporated it with the Council's Accounts to a two-year One Plan contract. The Council has hence been committed to spend £500 annually on telephone charges, which, including the Broadband charges, is achievable and then eligible for a 5% credit reward. There is also capped rates to UK landlines and mobiles for up to one hour and BT Assurance Plus (24/7 fault reporting). **RESOLVED: To approve the change of contract and sign a new direct debit.**

4. To consider short term investment of Council funds – Due to a build-up of General Reserves in accordance with Audit Regulations 2003 as amended, it was agreed to invest some funds in a higher interest account. Out of six banks researched, three banks were considered.

RESOLVED: To invest £30,000 in a Standard Life Bank Fixed Rate Bond with the Chairman, Vice Chairman and the Clerk as signatories.

The Clerk was instructed to look at accounts with other financial organisations for the next meeting.

5. To approve bills and other items for payment

RESOLVED: To approve list of payments for cheque numbers 000439 to 000447 and direct debits for the total sum of £4396.02.

Cllr Martin refrained from discussing the following item other than to provide information.

114/08 **PARISH MATTERS**

1. Chettisham Meadow Wildlife Trust Appeal - To consider donation – It was decided not to donate on behalf of the Parish because Council funds are for the parish conservation area.

RESOLVED: As a member of the Wildlife Trust, the Council decided to donate £100 (cheque no. 000450) to the Chettisham Meadow Appeal.

115/08 CONSERVATION MATTERS

1. Downham Parish Conservation Group - to consider request to purchase 6 no. Plum/Gage Trees for the Community Orchard – Keith Norton offered to collect the trees to save on delivery charges.

RESOLVED: To purchase 6 no. Plum/Gage Trees from EEAOP @ £12 each, total £72.00 (cheque no. 000448).

2. Downham Parish Conservation Group – to consider funding a further 500 promotional flyers – The flyers will be delivered to all houses in the parish. The Council agreed.

RESOLVED: To approve additional grant payment of £50 for Conservation Group promotional flyers (cheque no. 000449).

9.00pm The parishioner left

116/08 YOUTH ACTIVITIES

1. To consider a request to change sessions in the Pavilion from Monday to Wednesday evenings – At present the Youth Group meets on the same night as the Brownies and Guides. The Council had no objection to this request.

117/08 HIGHWAYS

1. Reply re matters reported from previous meetings:

1.1 Blocked Drain at 34/34A Main Street, Pymoor – This has been cleaned out.

1.2 Puddle outside 28 Main Street, Pymoor – This area was marked up and is due to be patched.

1.3 Tyres dumped at Hundred Foot Bank railway bridge – ECDC was informed.

2. To report current matters of concern:

2.1 Main Street, Pymoor - A concealed manhole has been located on the highway verge outside the village and may be the cause of build up in the drains/sewers on Main Street. Request that it be cleaned out. Cllr Taylor can be contacted regarding precise location.

2.2 Main Street (near Eagles Lane), Lt Downham - Water is still trickling across the road and is obviously a leak. Water is causing large puddles at the junction of Main Street and Eagles Lane. This will be reported to CCC and Anglian Water.

2.3 B1411 Between Mill Hill and Pymoor – Thanks were expressed to CCC for the recent road works at Mill Hill, however, further along the B1411 there is still a large dip on the side of the carriageway between Willow Farm and the first tree towards Pymoor.

2.4 Street Lights - The lights near the Old Rectory and also on the corner of Lawns Crescent are out and one on Ely Road near Cannon Street is a day burner.

2.5 Footpath 27 – Cllr Winters expressed concern regarding the lack of fencing over the culvert near where the stile was removed. He considers it to be in a dangerous state. The Clerk was instructed to email Karen Whymark (CCC P3 Officer) on this matter.

2.6 Byway 47 – Cllr Martin questioned why a notice had been put up restricting access and he had not been notified as a landowner. Cllr Winters was not aware of it. The Clerk was asked to email Karen Whymark.

2.7 Drainage work by Littleport & Downham Internal Drainage Board – Mr Chilvers would like to approach the owner or tenant of an area of land over the road from the recreation ground. It is believed the Social Club is the tenant but the Clerk will contact Mr Chilvers to clarify area of land.

3. Jointly Funded Minor Highways Improvement Scheme – 2009/10 bids update – The bid for Main Street Speed and Safety Measures outside the School has been selected subject to adequate funding being allocated from ECDC and CCC. This won't be confirmed until March 2009.

118/08 REQUEST OF ITEMS FOR NEXT MEETING – None.

There being no further business, the meeting was closed at 9.35pm.