

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 18 February 2010 commencing at 7.00pm.**

Councillors present: DA Adams-Payne, in the chair, DJ Badcock, CE Hall, EW Hall, RS Martin, M Oldfield, BL Taylor, AJ White and KO Winters.

In attendance: PC K Humble, Emma Greaves (Magpas Ely & Littleport CFRS Coordinator), Alan Roffey (East Cambs West Area Speedwatch Coordinator), Jake Roberts and Deniz Osbek (BMX Presentation), Dist. Cllr T Goodge and five parishioners.

Opening remarks – Cllr Adams-Payne welcomed everyone to the meeting and read out a letter of resignation from Cllr Rick Stacey. In the Chairman's absence, Vice Chairman, Cllr Adams-Payne chaired the meeting.

APOLOGIES - Received from Cllr CM Frankland, Dist. Cllr A Bailey, County Cllr P Read and PCSO J Hall.

176/09 **TO RECEIVE DECLARATIONS OF INTEREST** - None

177/09 **PARISH CRIME MATTERS**

- 1. Police Crime Reports** – Nine Crimes were reported in Lt Downham and five in Pymoor between 14/01/10 and 16/02/10. During the same period there were a total of 22 calls for services in Lt Downham and eight calls from Pymoor.
- 2. To report recent events** – Nothing to report.

7.11pm PC Humble left.

178/09 **FIRST RESPONDERS SCHEME – PRESENTATION**

- 1. Presentation of proposed scheme in Little Downham Parish** - Emma Greaves explained the Scheme and reported that six people from the area were ready to go through training. She needs to raise an initial £5000 to set up a group of volunteers in the parish and £1000 annually. Proposed by Cllr Badcock, seconded by Cllr KO Winters and agreed unanimously.
Resolved to grant a donation of £500 towards the set up of a Community First Responders Scheme in Little Downham Parish and agreed to consider an annual contribution next year.

7.25pm Two parishioners arrived.

179/09 **SPEEDWATCH**

- 1. Introduction of new coordinator - Alan Roffey** – Alan explained the procedure of Speed Watch and requested the Council's cooperation in recruiting volunteer co-ordinators from the parish. It was agreed to place a notice in the parish magazine and on notice boards.

180/09 **REQUEST FOR DESIGNATED AREA TO BUILD SMALL BMX DIRT TRACK - PRESENTATION**

- 1. Presentation of proposed BMX dirt track - Jake Roberts and Deniz Osbek** – Jake and Deniz put their proposal to the Council, provided a sketch of their proposed track and photographs of existing tracks as an example. The Chairman thanked the lads for attending and speaking to the Council. It was agreed to defer a decision in order to look into details of their request such as availability of sites and locations, insurance and materials for construction. The Clerk will make enquiries with other Council's about their BMX Tracks.

7.48pm Alan Roffey left.

181/09 **TO ADJOURN MEETING FOR PUBLIC FORUM**

7.49pm Meeting adjourned. No comments

7.50pm Meeting reconvened.

182/09 **DISTRICT COUNCILLORS' REPORTS** (Dist. Cllrs A Bailey & A Goodge)

- 1. Dist. Cllr Goodge informed of ECDC cutbacks** such as proposed withdrawal of market stalls, plastic recycling and impending staff cuts. Plastic recycling will be added to recycling centres.

7.53pm Three parishioners left.

7.55pm Dist. Cllr Goodge left.

183/09 **COUNTY COUNCILLOR'S REPORT** (County Cllr P Read) – No report on this occasion

184/09 **TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved that the minutes of 14 January 2010 (Full Council) be approved and signed by the Chairman as a true record.**

185/09 **MATTERS TO REPORT**

1. **(Min.163/09.1) Complaint to East Highways Division** – A reply was received from Steve Dighton informing that the highway supervisor will look at the roads mentioned and if defective work is found the contractor will be instructed to re-lay the patches.
2. **(Min.163/09.2) Request to CCC for additional funding for fen roads** – Cllr Read acknowledged the Council's concerns and stated that he had raised the matter in the past and will do so again as it is general across the county.
3. **(Min.169/09.1) Pymoor Play Pathfinder Project** – Sadly due to concerns regarding the commitment and capacity to deliver the project by 31/03/10, the grants panel have withdrawn their conditional offer.
4. **(Min.174/09.2) Tree works at Straight Furlong, Pymoor** – Work was carried out and completed 04/02/10.
5. **(Min.151.09.3) Aeration of Pymoor Playing Field** – The field was aerated 15/02/10.

186/09 **PLANNING MATTERS**

1. **To consider planning applications received:**

- 1.1 **10/00009/FUL** Downham Feoffees School, Main Street, Lt Downham – Erection of 5 bay modular building for use as an Out-of-School Club on existing Primary School site for temporary period until the end of December 2014 - **Resolved that the Parish Council had no concerns.**
- 1.2 **10/00096/FUL** Downham Feoffees School, Main Street, Lt Downham – Construction of monopitch canopy to the rear to create outside teaching area and construction of aluminium framed shelter to main entrance - **Resolved that the Parish Council had no concerns.**
- 1.3 **10/00023/FUL** Mr Richard Feast, 19 Cross Lane, Lt Downham – Erection of detached garage and extension to form en-suite bathroom - **Resolved that the Parish Council had no concerns.**
- 1.4 **10/00037/FUL** Mr AM Allen, 59 Main Street Little Downham - Conversion of former shop and post office to 2no. one bed apartments (Change of Use) - **Resolved that Little Downham Parish Council has concerns about this application and recommends outright refusal of permission for the following reasons:**
 1. **Change of use**
The Parish Council recommends that the current business classification is retained to encourage local business and employment in the parish.
 2. **Parking**
The terraced property is situated on Main Street with the only 'rear' access being via a side pedestrian gate adjacent to the front of the property. There is no provision available for off-street parking to the front or rear of the property. On road parking is a regular problem on Main Street particularly between Pond Lane and Chapel Lane where this property is located. The proposal to change the former shop and post office into 2 no. one bedroom apartments, whilst maintaining the existing 3 bedroom flat above, could potentially result in an additional five vehicles parked in this area. This would exacerbate the continuing parking problems currently experienced during the evening and overnight within the centre of Little Downham and have a detrimental effect on local residents.
- 1.5 **10/00056/ADI** ALS Autos Downham Garage, 23A Main Street, Lt Downham – Displaying of pole sign, entrance module and fascia signs – Retrospective - **Resolved that the Parish Council had no concerns.**
- 1.6 **10/00091/FUL** Mr & Mrs C Nye, Hollyoaks, The Hythe, Lt Downham – Demolish existing outbuilding and replace with new triple garage with store-room above - **Resolved that the Parish Council had no concerns.**
- 1.7 **10/00094/LBC** Mr & Mrs C Nye, Hollyoaks, The Hythe, Lt Downham – Demolish existing outbuilding and replace with new triple garage with store-room above - **Resolved that the Parish Council had no concerns.**

2. Planning correspondence -

2.1 For information only:

ECDC Applications approved: 09/00695/VAR, 09/00877/FUL, 09/00915/FUL, 09/00987/CLP

8.30pm One parishioner left.

187/09 FINANCE

1. **Monthly Internal Audit** was carried out by Cllrs EW Hall and BL Taylor.
2. **To confirm length of Grass Cutting Contract (awarded 14/01/10 to Truelink Ltd) – Proposed by Cllr M Oldfield, seconded by Cllr RS Martin and agreed unanimously. Resolved that the Grass Cutting contract to Truelink Ltd is awarded for a term of four years.**
3. **To approve order to purchase Youth Shelter for Lt Downham Recreation Area (Min.154/09) – ECDC will release funds when shelter has been installed and upon receipt of a paid invoice. Resolved to authorise Order of Shelter from Queensbury and approve payment of £5419 + Vat on receipt of invoice when installed, to submit copy of invoice to ECDC to claim Big Lottery grant of £5000 and note remaining costs of £419 are borne by the Parish Council.**
4. **To approve procedure of payments to Lt Downham Youth Group for Youth workers – The Council approved the procedure that the Youth Group will invoice the Parish Council upon receipt of invoices per term from the Community Development Team.**
5. **To approve bills and other items for payment**
Proposed by Cllr EW Hall, seconded Cllr BL Taylor and agreed unanimously.
Resolved to approve list of payments for cheque numbers 000647 to 000656 and direct debits for the total sum of £3640.19.

The Clerk reported that E-On had notified of an increase in its energy tariff with effect from May 2010. On questioning this, lower rates were offered and will now be applied in May.

188/09 COUNCILLORS & STAFF

1. **Parish Council Code of Conduct Training 2010 – Confirmation of date and members attending – The meeting will be held on 24/03/10 at Littleport. Members confirmed whether they could attend or not.**

189/09 PARISH MATTERS

1. **Neighbourhood Panel Meeting (25 Jan) – Representative's report** - Cllr KO Winters reported that Ms Moeed (Environment Agency) gave a talk on the Great Ouse Strategy and he raised the issues of flytipping and burglaries in the parish as concerns.
2. **Trees on Ely Road, Little Downham - to consider work required – The handyman and Cllr Martin had trimmed two of the trees at the junctions of Cowbridge Hall Road and Cannon Street. The Clerk was instructed to draw up specifications for the other trees and seek tenders.**
3. **Chambers Way – to discuss possibility of a refuse collection point at entrance of new development – The Clerk was instructed to write to the developer, Buckingham & Sparrow, to ask what provisions have been considered for waste collections.**
4. **Little Downham Fete – invitation to have a stall at the Fete on 5 June – It was agreed not to have a stall at the fete.**
5. **ECDC – Invitation to express an interest in new project for permanent woodland in the district – The Council was not interested in new district projects but preferred to focus on the parish woodlands.**

9.09pm Emma Greaves and two parishioners left the meeting.

190/09 PARISH PATHS

1. **To receive P3 representative's update report on parish matters** - Cllr KO Winters reported the following to the Council:
Byway 39 (Downham Hythe) – He has informed Karen Whymark (CCC P3 Officer) of proposals to use a digger to draw the land from the sides to fill in the holes and level the byway.
Byway 47 (Hurst Lane) – He has spoken to Mrs Whymark about the incorrect procedure of the Internal Drainage Board of discarding the ditch spoils onto the surface of the drove because it stops filtration of water.

Footpath 15 (Cophall Drove) – He considers the County Council is not preserving the rights of way because a hedge is growing over the footpath.

Footpath 54 (Third Drove to Second Drove) – The fence that was erected and reported about two years ago is still considered to be encroaching on the footpath.

2. **To consider P3 Application for 2010/11 and approve proposed works** - Cllr Winters completed the P3 forms and proposed that all footpaths in the parish be cut by the County contractor twice per annum. In addition, work is required from the landowner/farmer on Footpath 27 for grass cutting twice per annum. The Clerk will sign the forms and take copies for the Council's files.
Resolved to approve the proposals and return the forms to the County Council by 26/02/10.

191/09 ANNUAL RISK ASSESSMENTS

1. **To appoint working group to carry out the Assessment** – Cllrs D Badcock, C Hall and R Martin volunteered to be the working group. The Clerk will prepare the assessment records sheets.

192/09 RECREATION AREAS

1. **Sharon Jones – Request to erect marquee on Pymoor Recreation field 08/05/10** – The Council approved the request and instructed the Clerk to send best wishes with the reply.

193/09 HIGHWAYS

1. **Replies re matters reported from previous meetings**
 - 1.1 **Main Drove, Lt Downham** – Some repairs were done on 27/01/10 and a further inspection has found no more potholes that require attention.
 - 1.2 **Townsend, Lt Downham** – Anglian Water is still trying to solve the leak. An order has been placed for a new manhole and installation will include repairs to existing cracked tarmac.
2. **To report current matters of concern**
 - 2.1 **Ely Road and Lawn Lane, Lt Downham** - Street lights reported out on.
 - 2.2 **Main Street, Pymoor** – Cllr Taylor informed of uncovering the entrance to a drainage pipe that runs along main street and thinks it should be looked at. Nearby he also uncovered a manhole. The Clerk will inform County Highways and request they meet Cllr Taylor on site.
 - 2.3 **Adventurer's Drove, Oxlode** – Potholes need filling.
 - 2.4 **Third Drove, Lt Downham** – Potholes need filling.
 - 2.5 **B1411, Seven Sisters, near Lt Downham** – Following two more accidents recently, it was requested that something is done to warn drivers to slow down in this area.

194/09 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. Request for designated area to build small BMX Dirt Track

There being no further business, the meeting was closed at 10.03pm.

Signed (Chairman) Date