

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,  
Main Street, Little Downham, on Thursday, 19 January 2012 commencing at 7.00pm.**

**Councillors present:** Cllrs DA Adams-Payne, in the chair, RS Martin, MM Oldfield, BGF Smith, BL Taylor, GH Taylor, and KO Winters.

**In attendance:** Dist. Cllr A Bailey, County Cllr P Read and seven parishioners.

**149/11 APOLOGIES FOR ABSENCE** – Cllrs CE Hall, CM Frankland and GF Frankland.

**150/11 TO RECEIVE DECLARATIONS OF INTEREST** - None

**151/11 SKATE PARK REQUESTS**

- 1. To consider request for a Skate Park in Little Downham (Min.133/11.2)** – A reply from the Youth Group (Carol Hebbard, Chairman) was read to the meeting. In general there was no objection to the basketball pad being used for a skate park. The Council decided to agree use of the site in principle but it would still want to approve the final plans of what will be installed and where. On considering the proposed site is near residential dwellings, it was requested that the installed equipment is not noisy. Cllr Winters requested a recorded vote. The result was as follows: In favour: Cllrs DA Adams-Payne, RS Martin, MM Oldfield, BGF Smith, BL Taylor, GH Taylor, and KO Winters.

**Resolved unanimously to give permission, in principle, for a skate park to be sited on the concrete pad adjacent to the All Weather Court in Little Downham Recreation Area.**

**152/11 PUBLIC FORUM**

Will Sedgwick expressed thanks to the Parish Council for giving permission for the skate park in Lt Downham recreation area.

7.16pm Seven parishioners left the meeting.

**153/11 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)**

- 1.** Dist Cllr Bailey informed of the new website, ShapeYourPlace, which is funded and administered by Cambridgeshire County Council. The pilot scheme is successful in Fenland and ECDC is setting it up with pages as per Neighbourhood Panel areas. It will be an online point of contact for people to post comments regarding any matter in the district. All comments will go through a moderator who will forward to appropriate authorities. The website will also show events, public and local information.

**154/11 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)**

- 1.** County Cllr Read informed of recent budget meetings and that the County Council Tax may need to be increased by 3.5%, that all new dwellings are expected to be built with zero carbon or carbon neutral emissions by 2016 and that CCC Highways is working with the tenant/owner to have the trees removed at Westmoor Common to alleviate future road works on that part of the B1411.

7.25pm Dist. Cllr Bailey and County Cllr Read left the meeting.

**155/11 TO APPROVE MINUTES OF PREVIOUS MEETINGS**

- 1. Resolved that the minutes of 15 December 2011 (Full Council) be approved and signed by the Chairman as a true record after the following were amended:**
  - **item 143/11.1 line 2** – amend the word *Monk Jack* to *Muntjac*.
  - **item 145/11.1 line 4** – insert the word *area* after the word *play*.

**156/11 MATTERS TO REPORT**

- 1. (Min.142/11.2) ECDC – Little Downham Conservation Area and Boundary Review Appraisal** – Lorraine King requested all Council comments whether in support or in objection.
- 2. (Min.83/11.1) Pymoor Recreation Field** – The Council was informed that during the Christmas period, due to strong winds and the advertising boards on the fence, the wind had blown down the fence and one of the concrete posts was broken. No-one had notified the Council, but the fence has been retied to the concrete posts. At present, it's not known if the broken post has been repaired or replaced.
- 3. (Min.145/11.2 LNR Holts Meadow eastern boundary hedge** – Truelink Ltd were to carry out the work within the next few weeks.
- 4. The Cartshed long seat** – The Conservation Group has reinstated the seat that was vandalised a few years ago.

**157/11 PLANNING MATTERS**

**1. Planning correspondence -**

**1.1 11/01077/OUM** Church Commissioners for England, Land at High Flyer Farm, North of Kings Avenue, Ely – Residential development, a neighbourhood centre comprising retail foodstore (A1), retail units (A1/2/3/5), public house/restaurant (A3/4), and business units (B1), primary school, playing fields, place of worship and/or community hall, together with open space, allotments landscaping, highways infrastructure and associated works -

**Resolved unanimously that the Parish Council had concerns about this application and recommended conditions be applied to any permission. Concerns were listed as follows:**

**1. Development of the Site and Flood Risk Issues**

**Reason: The Parish Council is concerned by the sheer volume of the development and of flood risk issues from such a large built up area that could have a detrimental effect on land in Little Downham Parish.**

**2. Roads and Access**

**Reason: The Parish Council recommends that all roads within the development are constructed to adoptable standards and adopted by Cambridgeshire County Council (Highways Authority) to ensure access for emergency services and refuse vehicles. It also recommends that sufficient off road parking is provided to avoid congestion and difficulties for the emergency services and refuse vehicles.**

**3. General Comments**

**3.1 Burial Land**

**Reason: The Parish Council notes that within the application there is no provision for additional burial land.**

**3.2 Chettisham Railway Station**

**Reason: The Parish Council feels consideration should be given to open the railway station at Chettisham because more people will be travelling on the roads and it will assist to alleviate congestion on the District roads and at Ely Station.**

For information only:

**1.2 ECDC Applications approved: 11/00636/OUT, 11/00939/PDR, 11/00942/FUL, 11/01036/AGN**

**1.3 ECDC Applications refused: 11/00661/FUL**

**158/11 FINANCE**

**1. Monthly Internal Audit** was carried out by Cllr DA Adams-Payne (in Cllr CM Frankland's absence) and Cllr RS Martin.

**2. E-on (Electricity) – Pavilion Utility contract review** – Revised charges have been received. The Clerk will contact E-on to negotiate cheaper rates.

**3. Cambs ACRE – to consider one-year or five-years Annual Membership** – Item discussed. **Resolved unanimously to approve the five-year membership @ £160 for Cambridgeshire ACRE including Cambs Playing Field Association Network.**

**4. To consider budget proposals and set Precept for financial year 2012/13** – The current finances were observed. It was agreed to set the precept as previously estimated. **Resolved unanimously to set the Precept at £73,066.00 for 2012/13 financial year.**

**5. To approve bills and other items for payment** - Proposed Cllr DA Adams-Payne, seconded Cllr RS Martin. **Resolved unanimously to approve list of payments for cheque numbers 000934 to 000942 for the total sum of £3949.45.**

**159/11 PARISH COUNCIL LAND AND ASSETS**

**1. Pavilion Working Group Update** – Plans are expected soon.

**2. To consider matters relating to the provision of additional Burial Land** – A parish consultation meeting was held on 13/01/12 and Ian Dewar (CEO of CPALC) attended to provide information and answer parishioners' queries. As recommended by Mr Dewar, the Council decided to produce a questionnaire as soon as possible and distribute to every house in the parish. The questionnaire will be approved at the next meeting.

**160/11 PARISH MATTERS**

**1. ECDC – Ely's Car Parking Proposals – consultation deadline 31/01/12** – The Council's comment was agreed as follows:

**Little Downham Parish Council feels that Ely is not vibrant enough to warrant charging for parking and that it will encourage people to seek parking in residential areas and high risk areas and cause congestion or block access for emergency service vehicles.**

2. **Ely & Soham Dial-A-Ride – AGM invitation – 11.30am 14/02/12 Witchford Village Hall** - No-one was available to attend.
3. **Neighbourhood Panel Meeting (23/01/12 Little Thetford Village Hall)– to consider issues to report** – The Council had no issues to reports.

**161/11 HIGHWAYS, PARISH PATHS & BYWAYS**

1. **Replies re matters reported from previous meetings** – there were no matters to report.
2. **To report current matters of concern:**
  - 2.1 **Adventurers Drove, Pymoor** – There are very bad ruts at the top at Oxlode .
  - 2.2 **Memorial Hall, Hundred Foot Bank, Pymoor** – The trees are causing the road to break up.
  - 2.3 **Ely Road and Lawn Lane, Lt Downham** – Two street lights are out on Ely Road and one on Lawn Lane.
3. **CCC Street Lighting PFI – Cambridgeshire – Replacement Street lights programme** – The County Council has received government funding to replace street lights in the county over the next five years. Due to a reduced street lighting budget, 10% of the old street lighting will not be replaced. The Parish Council was asked if it would want, 'in principle', to take over any street lights in the parish or cover the cost of replacing any proposed to be removed and accept the reduction of some lighting. The County Council cannot provide information until about three months before work starts on site. Leaflets will be delivered to residents in due course.  
**Resolved unanimously not to take over any street lights or cover the cost of replacing any proposed to be removed and, as a result, to accept that there will be a reduction of some lighting.**

**162/11 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 163/11, 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.**
- 8.41pm The Clerk left the meeting prior to the following items being discussed. In the Clerk's absence, the minutes of item 163/11 were recorded by Cllr Oldfield.

**163/11 HUMAN RESOURCES**

1. **Handyman - to consider annual staff appraisal** - Mr Wardle's appraisal was carried out by the Appraisal Officer, Cllr D Adams-Payne, on 18/11/11. It was reported that he had concerns with the pavilion not being cleaned sufficiently after use by some sports groups. It was noted that there is currently no provision for annual leave cover, so he has a lot of work to catch up on. Mr Wardle would still like to do a chainsaw course for smaller tree work, but no course has been found yet. It would be useful to have a telescopic ladder for higher work and the provision of a wheelbarrow would be helpful to transport rubbish bags from around the field that include dog excrement, which makes them very heavy. Mr Wardle would like to be considered to join the County Council Pension Scheme. Cllr Adams-Payne recommended that the Council considers the above and a salary increase of 50p per hour.  
**Resolved unanimously to approve Mr Wardle's appraisal and the purchase of a wheelbarrow, a telescopic ladder (up to the cost of £100) and increase Mr Wardle's salary to £10.50 per hour. Cllr B Smith offered to look into a chainsaw course and Cllr B Taylor offered to look at a strimmer that doesn't work. The Council will look into details about joining the Pension Scheme before a decision is made.**
2. **Clerk – to consider annual staff appraisal** - Mrs Wardle's appraisal was carried out by the Appraisal Officer, Cllr D Adams-Payne, on 18/11/11. The report was read out to the Council. Mrs Wardle had no matters of concern.

9.05pm The Clerk was invited back to the meeting. Public and press were permitted to attend.

**164/11 REQUEST OF ITEMS FOR FUTURE CONSIDERATION**

1. To consider replacing All Weather Court Fence
2. To consider cleaning the War Memorial and add eight names
3. Play Area safety surfacing

There being no further business, the meeting was closed at 9.10pm.

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