

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

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

In attendance: Dist. Cllrs A Bailey and T Goodge, County Cllr P Read, Abigail Taylor and Stewart Patience (ECDC Forward Planning Officers) and seven parishioners.

Chairman's opening remarks – Cllr Adams-Payne welcomed everyone to the meeting and read a letter of resignation due to personal reasons from Cllr Nathaniel Missin. The Council was disappointed to receive the resignation. The Clerk will write a letter of thanks for his services during the past year.

196/11 APOLOGIES FOR ABSENCE - Cllr BGF Smith gave apologies that he would be arriving late due to personal commitments.

197/11 TO RECEIVE DECLARATIONS OF INTEREST

- 1. Cllr DA Adams-Payne** declared a prejudicial interest in item 205/11.1.2 (Application 12/00217/FUL) because the applicant is her brother. (Declaration 007-2012)
- 2. Cllr RS Martin** declared a personal & prejudicial interest in item 205/11.1.2 Application 12/00217/FUL) because he is a tenant of adjoining land. (Declaration 008-2012)
- 3. Cllr BL Taylor** declared a personal & prejudicial interest in item 199/11 (ECDC – Pymoor Village Vision Site Survey) because his property is identified in the Survey. (Declaration 009-2012)
- 4. Cllr GH Taylor** declared a personal & prejudicial interest in item 199/11 (ECDC – Pymoor Village Vision Site Survey) because her property is identified in the Survey. (Declaration 010-2012)
- 5. Cllr KO Winters** declared a personal & prejudicial interest in item 205/11.1.6 (CCC - Notification of Appeal) because he is the appellant. (Declaration 011-2012)

198/11 PUBLIC FORUM

Councillors that had declared prejudicial interests were invited to address the meeting in relation to the respective items on this agenda. Cllr KO Winters commented on matters relating to his appeal (item 205/11.1.6) and informed that he had a licence to carry out the work. He allowed the Clerk to photocopy the licence for reference later in the meeting. Mr Cameron spoke on behalf of the local residents in objection to item 205/11.1.6. The Council noted both comments.

7.17pm Cllr BGF Smith arrived.

7.20pm Having declared interests in the next item, Cllrs BL & GH Taylor left the meeting.

199/11 ECDC: PYMOOR VILLAGE VISION – SITE SURVEY

- 1. To approve content of the draft questionnaire** – There were no concerns.

Resolved to approve the content of the Pymoor Village Vision Site Survey.

ECDC representatives agreed that ECDC would provide 250 questionnaires for distribution in Pymoor, Oxlode, Hundred Foot Bank and The Drovers by Cllrs CE Hall and KO Winters. Questionnaires will also be available from ECDC reception or online via the website. Closing date for the survey is 18/05/12.

7.29pm Cllrs BL & GH Taylor were invited back to the meeting. Abigail Taylor and Stewart Patience were thanked for attending and left the meeting.

200/11 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

- 1. Dist. Cllr A Bailey** informed there have been some discussions for a new multi-screen cinema in Ely, that Aldi had been given permission to build a new store on Lisle Lane opposite Sainsbury's Store and the introduction of the Localism Bill that gives local authorities the right to challenge and bid to run services provided by other authorities. As a result of the Localism Bill, ECDC is required to set up a community asset register for parish amenity properties, which if for any reason are to be sold, the community could consider a bid to buy (information will be forthcoming on this). ECDC is to introduce a new Social Housing Strategy and restructuring its committees to go back to a previous style of decision making.
- 2. Dist. Cllr T Goodge** stated he had nothing to add since the Annual Parish Meeting, but handed the Chairman an email from Dist. Cllr Peter Moakes in relation to the next item.

201/11 DISTRICT COUNCILLOR ANNA BAILEY

1. **To consider implications of Parish representation following ECDC Conservative Leaders' decision to ban Dist. Cllr. Bailey from sitting on any Council Committees for 12 months –**
The Chairman read the email from Dist. Cllr Moakes, which explained that despite the ban Cllr Bailey is still entitled to attend meetings and represent her constituents and ward. The Council felt that Cllr Bailey was restricted in representing the parish by not being able to vote on committees and she should be reinstated.
Resolved unanimously to write to Dist. Cllr Peter Moakes (Leader of the Council and Leader of the Conservative Party) to express disappointment and concern with the decision to ban Dist. Cllr Bailey from being a member of any ECDC committees and to inform that the Council voted unanimously in a Vote of Confidence for Dist. Cllr Bailey.

202/11 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)

1. **County Cllr Read** informed of the Highway Authority's programme of works, which includes work to be carried out soon on Short Drove and Common Road in the parish, and a review of the County boundary that will take place before the County Elections next year.

7.50pm Dist. Cllr Goodge and County Cllr Read were thanked for their reports and left the meeting.

7.52pm One parishioner left.

203/11 TO APPROVE MINUTES OF PREVIOUS MEETING

1. **Resolved that the minutes of 15 March 2012 (Full Council) be approved and signed by the Chairman as a true record.**

204/11 MATTERS TO REPORT

1. **(Min.179/11.1) Seat Maintenance Report** – The Handyman carried out an assessment on 23/02/12 and reported that two seats needed tightening, one required a slat replacing and all required treating with a wood preservative. He will include the seats in his maintenance programme, which might be delayed due to weather conditions.
2. **Notice of Annual Audit** – Required notices have been put up on the parish council notice boards and the Annual Return must be sent to Moore Stephens by 06/06/12.
3. **Chambers Way S106 project confirmation** –ECDC and Buckingham & Sparrow confirm they have no objection to the Parish Council purchasing more than one piece of play equipment and more than one camera with the funding from the Chambers Way development so long as the payments requested are no more than the relevant funds agreed in the unilateral agreement.

205/11 PLANNING MATTERS

1. **Planning correspondence -**
Prior to the next item being discussed, Cllr Winters declared a personal interest because the applicant was a relation of his.
 - 1.1 **12/00158/FUL** Miss Rachel Winters, 33 Lawn Lane, Lt Downham – Single storey rear extension - **Resolved that the Parish Council had no concerns.**

8.00pm Having declared interests in the next item, Cllrs DA Adams-Payne and RS Martin left the meeting. In the Chairman's absence, Cllr MM Oldfield, Vice Chairman, took the chair.

- 1.2 **12/00217/FUL** Mr K Missin, 35 Cannon Street, Lt Downham – Two storey and single storey rear extension and re-roof of garage - **Resolved that the Parish Council had no concerns.**

8.04pm Cllrs DA Adams-Payne and RS Martin were invited back into the meeting.

- 1.3 **12/00227/FUL** Miss Emma Byrne, 14 Lawns Crescent, Lt Downham – Demolish existing single storey rear extension and construction of a new single storey rear extension and construction of loft conversion - **Resolved that the Parish Council had no concerns.**

8.07pm One parishioner returned.

8.08pm Cllr KO Winters left the meeting. 8.10pm Cllr Winters returned.

- 1.4 **12/00256/PDR** Mr Roger Day, 5B Park Lane, Lt Downham – To add a window to west facing gable wall on first floor and add a roof light into south facing roof - **Resolved that the Parish Council had no concerns.**
- 1.5 **12/00265/FUL** Mr & Mrs M Bent, 8A Pymoor Lane, Pymoor - Single storey extension to rear & replacement porch to side - **Resolved that the Parish Council had no concerns.**

8.16pm Having declared an interest in the next item, Cllr KO Winters left the meeting.

1.6 CCC: Notification of Appeal

Location: Land off First Drove, Lt Downham
Alleged breach: Without planning permission, the change of use of the land from agricultural land to a mixed use comprising of agricultural and importation and disposal of waste material and raising the level of part of the land by the depositing of waste material.
Appellant's name: Mr Kenneth Owen Winters
Appeal reference: APP/E0535/C/12/2171142
Deadline date: 24 April 2012

Councillors had been issued with a copy of the enforcement notification with their agendas. They were reminded of Cllr Winters's comments and the copy of his licence and the local residents' comments and concerns. A lengthy discussion took place. It was agreed that the Council does not condone anything that is done outside the law and that the attendance of the parishioners at the meeting should be taken into consideration in the comment to the Planning Inspectorate.

Resolved unanimously to write to the Planning Inspectorate and to express the parishioners' concerns.

Comment sent to the Planning Inspectorate:

Little Downham Parish Council writes to inform that local parishioners and the residents affected attended the Parish Council meeting on 19 April 2012 and expressed the following concerns regarding the above mentioned land:

- 1. The land has been built up and is now higher than adjacent properties and surrounding land. It is situated in a flood zone 3 area and is causing concern to the neighbours regarding future flooding because the garden adjoining the above land has now become waterlogged, which has not happened in the past two years due to drought.**
- 2. The drain between the above land and adjoining property is full of soil and waste.**
- 3. The visual impact of the land is not in character with the surrounding area and open countryside and is visible from Black Bank Road, which is approximately 400 meters away.**
- 4. There have been no control measures in place to determine what waste has been dumped on the land, or of what continues to be dumped.**
- 5. There are questions as to whether the waste is of harmful or toxic materials, which could have a detrimental effect on local residents, environment and habitat.**
- 6. The material change of use of the above land will have a severe impact on neighbouring properties. The long term continued activity and noise of dumping waste on the land, as well as concerns that it could be harmful or toxic, is causing the adjacent residents' considerable emotional and financial distress. Two of the residents are over 80 years old.**

The Parish Council unanimously agreed that any form of flouting planning issues is not acceptable and it does not condone any such activities from any person.

8.34pm Dist. Cllr A Bailey and five parishioners left the meeting. Cllr Winters returned.

For information only:

1.7 ECDC Applications approved: 11/01035/FUL, 12/00089/FUL, 12/00098/FUL, 12/00135/AGN

206/11 FINANCE

8.36pm One parishioner left.

1. Monthly Internal Audit was carried out by Cllrs CE Hall and MM Oldfield.

2. Lt Downham Youth Group funding update – The Clerk reported that the financial status figures presented at the last meeting were a receipts and payments summary and therefore a payment of £672 that related to 2010/11 should be deducted from the actual total for the Youth Group Youth Workers budget. In conclusion, the Council could afford to cover the youth workers invoice Jan-Mar 2012 with the addition of the youth provision budget.

Resolved to approve payment of the Lt Downham Youth Group invoice Jan-Mar 2012 for £751.50.

3. Lt Downham Skate Park Group: Request support of Section 106 funds for skate park – It was noted that this was a similar request to that of Pymoor Skate Park Group (Min.173/11.2.2). It was agreed to consider the request the same.

Resolved unanimously to support an application by Lt Downham Skate Park to East Cambs District Council for £2000 of Section 106 funding.

4. **To approve bills and other items for payment** - Proposed Cllr CE Hall and seconded Cllr MM Oldfield. **Resolved unanimously to approve list of payments for cheque numbers 000954 (not included in last month's list), 000963 to 000977 and direct debits for the total sum of £5468.47 and cheque no. 000978 (Lt Downham Youth Group) for £751.50.**
The Council was asked to consider setting up a standing order for the EEAOP payment of £10 annually. The idea of a standing order was not favoured but the Clerk was asked to look into BACS or online payments as an alternative method of payment.

207/11 PARISH COUNCIL VACANCY

1. **To set dates for advertising and co-option of a new councillor** – It was agreed to advertise in May with a closing date 24/05/12. The Council will consider co-option at its meeting 31/05/12.

208/11 PARISH COUNCIL LAND AND ASSETS

1. **Pavilion Extension: Update** – Although confirmation had not been received from Neil Cutforth, it was believed that the application had been submitted to ECDC. Carol Hebbard had offered to assist with applying for grant funding from two funding sources for the extension, as it would be for the benefit of the Youth Group. She will submit an expression of interest. The names of some local building contractors were considered for when planning permission is received.
2. **To review Play Area Inspection Report 2012** – There were no high priority matters to consider. Medium priority risks identified were the Little Downham Junior Swings (new shackles and bolts required) and Log World (gaps in surface tiles) and the recommendation to remove the Carousel at Pymoor. Other items in the report were assessed as either low or very low risk. A work list had been compiled for the handyman to look at. It was agreed to review quotes for replacing the safety surfacing in both play areas, as this would eliminate most of the findings in the report. The picnic table in Lt Downham play area was replaced after the inspector's visit.

209/11 PARISH MATTERS

1. **War Memorial: Grant and Addition of Names information** – The Council needs to establish ownership of the memorial and be able to justify the names to be added. Cllr Martin was looking into both matters. Grant funding is only available for the refund of VAT. The Clerk will try to obtain details of professional contractors who can clean and seal the memorial.

210/11 HIGHWAYS, PARISH PATHS & BYWAYS

1. **Replies re matters reported from previous meetings** – no reply yet
- 1.1 **CCC Highways Road works programme** – Short Drove and Common Road are due to have carriageway and surface dressings applied in May. There will be road closures and diversions.
2. **To report current matters of concern:**
- 2.1 **Second Drove, Lt Downham** - Patching needed.
- 2.2 **Third Drove, Lt Downham** - Resurfacing needed.
- 2.3 **B1411 outside Mount Pleasant Cottages, 66-68 Main Street, Pymoor** - dips on the side of the carriageway hold water during wet weather and don't drain away due to higher verges. This was reported some time ago and was going to be monitored during wet weather. Has the problem been assessed yet?

211/11 EXCLUSION OF PUBLIC AND PRESS

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 212/11, 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.

212/11 TENDERS

1. **To consider quotes to replace the All Weather Court Fence in Lt Downham Recreation Area** – only two quotes were received. The matter was deferred to 31/05/12 meeting.

213/11 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 9.15pm.

Signed (Chairman) Date