

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

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

**In attendance:** Dist. Cllr A Goodge, County Cllr P Read (7.05pm) and one parishioner.

**50/12 APOLOGIES FOR ABSENCE** – Dist. Cllr A Bailey

**51/12 TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr RS Martin** declared a personal interest in item 65/12 (Easement of LNR Water Pipes) because he is a tenant of land where the pipes are laid (Declaration 016-2012).

7.05pm County Cllr P Read arrived

**52/12 PUBLIC FORUM** – No comments

**53/12 DISTRICT COUNCILLORS' REPORTS** (Dist. Cllr A Goodge) - Nothing to report

**54/12 COUNTY COUNCILLOR'S REPORT** (County Cllr P Read) - Nothing to report

Cllr Read was asked about the Ely Southern Bypass. He reported that no decision had been made regarding the route but CCC had agreed to borrow money and ECDC will also contribute.

**55/12 TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved** unanimously that the minutes of 21 June 2012 be approved and signed by the Chairman as a true record.

**56/12 MATTERS TO REPORT**

1. **(Min.30/12.3) Replacement roundabout** – The position of new roundabout will not be affected by the Pavilion extension.
2. **(Min.42/12.4) Appointment of Internal Auditor 2012/13** – Mrs Wallace has signed and returned the engagement letter to accept the position.
3. **(Min.42/12.5) Grant applications submitted to ECDC** – Applications were approved at the ECDC Community and Environment Committee but are subject to a decision list being circulated to all District Council members for five days in case of query. ECDC will write to confirm.

**57/12 PLANNING MATTERS**

1. **Planning correspondence -**

1.1 **12/00542/FUL** Mr & Mrs A Wild, 67 Ely Road, Lt Downham – Construction of a single storey side and rear extension - **Resolved** that the Parish Council had no concerns.

1.2 **12/00561/FUL** Mr N J Lee, Maple Farm, West Fen Road, Ely – Extension to existing cattle sheds - **Resolved** that the Parish Council had no concerns.

**For information only:**

1.3 **ECDC Applications approved: 12/00378/AGN**

**58/12 FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs GF Frankland and BGF Smith.

2. **To review current financial status 2012/13** – The budget and financial status were reviewed and approved.

3. **To approve bills and other items for payment** - Proposed Cllr GF Frankland, seconded Cllr BGF Smith and unanimously agreed.

**Resolved** unanimously to approve list of payments for cheque number 001002, BACs payments 001 to 008 and Direct Debits for the total sum of £5729.16.

## 59/12 **PARISH COUNCIL LAND AND ASSETS**

1. **Little Downham and Pymoor Play Area safety surfacing** – Following a suggestion from a play area company representative, the Council considered purchasing wet pour repair kits to infill between the safety tiles. The Clerk will seek advice regarding the quantity and preparation of the tiles and gaps before infill.  
**Resolved unanimously to purchase up to three bags @ £110 + VAT approximately.**

## 60/12 **PARISH MATTERS**

1. **Report from Neighbourhood Panel Meeting (16/07/12) (Cllr Winters)** – Cllr Winters did not attend the meeting. The Clerk reported that ShapeYourPlace website was the main topic, which everyone is encouraged to use. Coveney and Witcham Councils complained about 4x4 vehicles on their drives. The Clerk reiterated the same kind of complaints received from parishioners regarding 4x4 vehicles on Clayway Lane (Byway 49) and Marshalls Drove in Lt Downham.
2. **Lt Downham Fete Committee – permission to hold Fete on 01/06/13** – No objection. It was reported that the Fete had made a profit this year and was donating to local organisations.  
**Resolved unanimously to approve use of Lt Downham Recreation Area on 1<sup>st</sup> June 2013 for the Little Downham Fete.**

## 61/12 **HIGHWAYS, PARISH PATHS & BYWAYS**

1. **Replies re matters reported from previous meetings**
  - 1.1 **Adventurer's Drove, Oxloade** - The pothole was repaired recently.
  - 1.2 **Black Bank Road, Lt Downham** – Black Bank Road is on the county's drought damage repair list and has been scored according to its priority for repair. An order has been placed to lay tarmac to reduce the dip for the time being, until repair of the road is programmed.
  - 1.3 **Hurst Lane, Lt Downham** - Having inspected the metalled (tarmac) section of the road, CCC say there is no evidence of potholes to repair, but some were repaired 3 weeks ago on the instruction of CCC highway inspector. There is a section at the bottom of Hurst Lane, which is a Public Right of Way that does have several holes. As the Rights of Way Officer, Karen Whymark, is off work sick, CCC Highways will place an order for one of their contractors' crews to fill and compact these holes with planings.
  - 1.4 **Third Drove, Lt Downham** – CCC Highways informed that, as previously mentioned, uneven road signs were erected to warn drivers of the bumpy road last year. There have also been two various pothole orders placed and completed this year. Third Drove is on the drought damage list, but has not scored enough to be considered as a high priority. There are trees, which are causing problems to the surface near No.3, however, the dip received some attention earlier this year and there are no proposals to carry out any further works at present.
2. **To report current matters of concern**
  - 2.1 **Third Drove, Lt Downham** - The temporary sign at the entrance of Third Drove needs an additional sandbag to hold it upright.
  - 2.2 **Black Bank Road and Third Drove, Lt Downham** - The Council feels that the temporary 20 mph signs should be permanent signs and that CCC Highways needs to insist that the trees adjacent to the carriageway that are causing the road damage should be removed.
  - 2.3 **Dyke near Foxy Farm** is overgrown with grass and should be cleared to avoid anyone or horses from a falling in.
  - 2.4 **Parish Council trees** – the Tree on Pond Lane and outside the Council houses on Main Street, Pymoor need lifting

## 62/12 **CORRESPONDENCE**

**For information – details available on [www.eastcambs.gov.uk](http://www.eastcambs.gov.uk):**

1. **ECDC draft Street Collection Licensing Policy consultation 25/06/12 – 21/09/12**
2. **ECDC draft House-to-House Collection Licensing Policy consultation 25/06/12 – 21/09/12**
3. **ECDC Consultation on Cinema Provision in Ely 16/07/12 – 06/08/12**
4. **ECDC Planning Portal – notification that applications will be archived when older than 24 months**

## 63/12 **EXCLUSION OF PUBLIC AND PRESS**

8.04pm

**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 64/12 and 65/12, 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.**

**64/12 TENDERS**

- 1. To consider quotes to replace CCTV equipment at Lt Downham Recreation Area – Three quotes were received. Crawford Associates quote was preferred. Resolved unanimously to accept Crawford Associates quotation for new and replacement CCTV at the Pavilion, Lt Downham Recreation Area.**

**65/12 PARISH LAND AND ASSETS**

- 1. To consider appointment of C Battersby (Hall Ennion &Young) with regards to an easement for Local Nature Reserve water pipes – It was agreed not to appoint a solicitor at present but for the Clerk to write to the resident and deliver the letter in person.**

**66/12 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None**

**Non-agenda items that required consideration prior to 13/09/12 meeting:**

- 1. Land Registry Notification B16-1 Notice to an adjoining owner of a proposed registration: Mrs SE Evans, Long Meadow, Townsend, Little Downham CB6 2TA - The Council observed the document and had no objections because it did not affect the council's land at Townsend.**
- 2. Little Downham Youth Group request the use of the Parish Council's name on future events and information advertisement – The Council had reservations about this request and would prefer to be consulted on individual events. The Clerk will notify Carol Hebbard of the Council's comment to review all advertising individually.**

There being no further business, the meeting was closed at 8.27pm.

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