

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 18 February 2016 commencing at 7.00pm.**

Councillors present: LEA Joel, in the chair, and DA Adams-Payne, JW Barker, CE Hall, RS Martin, MAC Seidler, BL Taylor, GH Taylor, JL Waters (7.02pm) and KO Winters. Clerk: Mrs J Wardle

Other attendees: 10 parishioners.

144/15 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE - Cllr MM Oldfield and Dist. Cllr A Bailey.

145/15 TO RECEIVE DECLARATIONS OF INTEREST

- 1. Cllr BL Taylor** declared pecuniary interests in item 150/15.1.3 (Application **16/00035/FUL**) because Mr Nicholas is one of his tenants and item 150/15.1.4 (Application **16/00133/OUT**) because he is an applicant (Declaration 008-2016).
- 2. Cllr GH Taylor** declared pecuniary interests in item 150/15.1.3 (Application **16/00035/FUL**) because Mr Nicholas is one of her tenants and item 150/15.1.4 (Application **16/00133/OUT**) because she is an applicant (Declaration 009-2016).

146/15 PUBLIC FORUM

Mr Henderson spoke on behalf of seven objectors who were present at the meeting in relation to item 150/15.1.3. He reiterated concerns regarding the size of the proposed 5-bedroom dwelling, overdevelopment of the land, overlooking of neighbouring properties, parking and vehicles issues. Mr Nicholas, applicant of planning item 150/15.1.3, responded stating that the four previous issues for refusal by the local planning authority had been addressed and the development had been moved back to accommodate the height, parking and vehicles issues, a window had been removed and he had met with Ecology reports.

147/15 DISTRICT COUNCILLORS' REPORTS - None

148/15 TO APPROVE MINUTES OF PREVIOUS MEETINGS

- 1. Minutes of 14 January 2016** – Cllr Winters objected to the wording of some of the declarations of interest in the minutes. After a discussion on the issue, it was proposed by Cllr DA Adams-Payne and seconded by Cllr MAC Seidler that the minutes be approved as correct with no amendments. **A recorded vote result was as follows: In favour (6) - Cllrs DA Adams-Payne, CE Hall, LEA Joel, RS Martin, MAC Seidler, and JL Waters, Against (1) - Cllr KO Winters, Abstentions (3) - JW Barker, BL Taylor and GH Taylor.**
Resolved that the minutes of 14 January 2016 were correct and to be signed by the Chairman as a true record.
- 2. Minutes of 28 January 2016** – The minutes were approved.
Resolved that the minutes of 28 January 2016 were correct and to be signed by the Chairman as a true record.

149/15 MATTERS TO REPORT

- 1. (Min. 130/15.4) Tesco Community Scheme for Lt Downham Zipwire Project** – The Parish Council's application has been successful and is shortlisted with two other projects to receive a grant of either £12,000, £10,000 or £8000. Shoppers in Tesco Ely will vote between 27th February and 6th March for the projects. The results will be announced around mid-March. The school survey of the 195 pupils resulted in 163 (83.5%) choosing a Zipwire instead of a large slide or multi-section timber trail.
- 2. (Min. 130/15.7) Cartshed Vandalism** – PCSO Jonathan Hall reported that he had visited the youths involved in the vandalism and completed GAP forms. He was told of another youth that was said to be responsible for the vandalism to the seat on Lawn Lane. He would arrange to visit that person too. Jonathan Flude (Easy Build) repaired the damaged notice board in the Cartshed and carried out further attempts to remove the graffiti that the youths had tried to remove from in Cartshed.

3. **(Min. 128/15.1) Community Land Trust Presentation** – Debbie Wildridge (Community Land Trust Coordinator) has been provisionally booked for Thursday, 9th June at 7.00pm. She is happy to answer questions and will possibly provide a PowerPoint presentation.
4. **(Min. 137/15) Lt Downham Complaint Committee** – Mr Allen and Mr Jellicoe, appointed independent people, accepted the invitation to be on the Committee and a meeting was duly held on 11/02/16 at 9.30am. The Committee deliberated all complaints in turn and was unanimous in its decisions. The draft minutes and decision letters were being prepared for all members of the Complaint Committee to receive and approve before being printed and signed by the Complaint Committee Chairman.
5. **(Min. 130/15.9) ECDC Parish Conference/workshop event 18/02/16 for East Cambs new Local Plan** – Cllr Joel reported that the new Local Plan would replace the existing plan and the Parish Council is required to submit its recommendations during the public consultation that ends on 24/03/16. She said it was an important issue for the Council and will suggest to the Chairman that a separate meeting is held to discuss the council's response. It was noted that Cllr Winters did not attend, nor did he give apologies to enable someone else to attend in his place.

150/15 **PLANNING MATTERS**

1. **Planning correspondence -**

- 1.1 **15/01577/FUL** Mr & Mrs Shaun Brown, 11 Townsend, Little Downham – Single storey front extension – Amendment – A reduction in the footprint of the extension & removal of chimney from front elevation of the extension – **Resolved - Little Downham Parish Council had no concerns regarding this application.**
- 1.2 **15/01588/FUL** Mr Owen Rose, Hythe House, The Hythe, Lt Downham – Demolition of existing single storey extensions and construction of a two storey extension smaller in plan area – **Resolved - Little Downham Parish Council had no concerns regarding this application.**

7.35pm Having declared pecuniary interests in the next two items, Cllrs BL & GH Taylor left the meeting.

- 1.3 **16/00035/FUL** Norman & Nicholas Carpentry, Land north of 20 Martins Lane, Lt Downham – Proposed dwelling – The Council viewed the application and the letters of objections received from local residents. It was agreed that the Parish Council had concerns and there should be amendments to the scheme. Due to differences of opinions, the concerns were voted as follows:
 1. Parking – In favour (5), Against (3)
 2. Overdevelopment of the site – In favour (2), Against (6)
 3. Materials – In favour (5) following the Chairman using a second and casting vote, Against (4).

Resolved - Little Downham Parish Council had concerns regarding this application and recommended amendments to the scheme.

Reasons:

1. **Parking - Proposed parking area is considered insufficient for the size of the proposed development and to manoeuvre four vehicles on site.**
2. **Materials - Specified materials of the proposed development are considered too diverse and not in keeping with the street scene.**

Additional comment:

3. **The Parish Council considered its comments following representations from the applicants and from seven local residents attending the council meeting expressing objections to the application.**

7.55pm Seven parishioners left the meeting.

- 1.4 **16/00133/OUT** Mr & Mrs BL & GH Taylor, Land adjacent Mount Pleasant Farm, 66 Main Street, Pymoor – Outline application for 4 market dwellings. It was noted that the land was greenfield site and that the current local plan and development envelopes are still in force. **A vote result was as follows: In favour (4), Against (3), Abstentions (1).**

Resolved - Little Downham Parish Council had concerns regarding this application and recommended outright refusal.

Reason: In accordance with policies of the current local plan, the proposed development is outside of the development envelope. It could set a precedence for other landowners to apply for development on greenbelt agricultural land in the parish.

- 8.10pm **Three parishioners left the meeting. Cllrs BL & GH Taylor were invited back.**
 8.11pm **Cllr Winters left the meeting.**
 8.13pm **Cllr Winters returned.**

For information only:

- 1.5 **ECDC: Applications approved:** 16/00003/FUL, 15/01542/FUL
 1.6 **Application withdrawn:** 15/01336/FUL

151/15 FINANCE

1. **Monthly Internal Audit** was carried out by Cllrs CE Hall and LEA Joel.
2. **Downham Conservation Group** – Funding of Holts & Myles Meadow ponds’ cleaning – The Council decided to fund the pond cleaning from the Countryside account.
Resolved unanimously to approve the pond cleaning in Holts Meadow and Myles Meadow by Alan Freeman @ £150 plus VAT using funds from the Countryside Account.
3. **To approve bills and other items for payment** - The following items presented for payment were proposed by Cllr CE Hall and Cllr LEA Joel.
Resolved unanimously to approve cheque nos. 001066 and 001067, BACS payments 407 - 417 and direct debits for the total sum of £6826.86.

152/15 COUNCIL MATTERS

1. **To consider Pension provider for Auto Enrolment** – Parish Councils are required to appoint a Pension provider that is able to cater for Auto Enrolment. It should seek advice from an Independent Pensions’ Advisor rather than ask the Clerk to gather information, as the Clerk can be considered to have a conflict of interest. The Council’s staging date is 1 July 2016 and the Council is advised to consider this matter as soon as possible in order to ensure it is ready for auto enrolment on the staging date. Currently the Clerk is the only employee eligible for Auto Enrolment and she is already in the CCC Local Government Pension Scheme. Cllr Joel will ask advice and discuss with the Chairman before the next meeting.

153/15 PARISH MATTERS

1. **Boundary Commission – Cambs County Council Boundary Review Final Proposal** – The Parish Council was disappointed that the Boundary Commission had disregarded public consultation of splitting the proposed Littleport West into two Divisions. It was suggested that the Clerk reiterate local council recommendations that Littleport West be split in two.
2. **Mrs K Poole – Request plaque erected on Eagles Lane for old Infants School** – Mrs Poole grew up in Lt Downham and left a few years after getting married. She still has ties to the parish and found that there was nothing to commemorate the old Infants School on Eagles Lane. Some members of the Council also attended the school that used to be on the Feoffees Allotment land. It was agreed to commemorate the old school that closed in 1970.
3. **ECDC – invitation to Members Seminar – Local Authority Trading Company (LATC) Briefing – Thursday, 3rd March at 6.00pm** – Cllrs LEA Joel and DA Adams-Payne volunteered to attend the meeting. Cllr Adams-Payne offered to step down if Cllr Oldfield wanted to attend.

154/15 HIGHWAYS, PARISH PATHS & BYWAYS

1. **Replies re matters reported from previous meetings:**
 - 1.1 **Main Street Zebra Crossing** – The Belisha Beacon is now working.
 - 1.2 **Fourth Drove, Lt Downham** – No reply received yet. The Clerk was asked to enquire again.
2. **To report current matters of concern:**
 - 2.1 **Beild Drove, Lt Downham** - Tarmac required to fill potholes because planings are not sufficient.
 - 2.2 **Lawn Lane, Lt Downham** - Potholes need filling outside the cemetery and near the speed sign.
 - 2.3 **Pond Lane, Lt Downham** – The path is cracked and uneven and its dark. The Clerk will check the street light.
 - 2.4 **Main Street, Pymoor** – A local resident complained that the grass is not always cut. The clerk confirmed that it is on the location map and will ensure that the contractor is aware of it.
 - 2.5 **Holts Meadow & Myles Meadow** – A post needs cementing back in and the lid to the water pipe in the trough has been lifted up. The Clerk will report these to the Handyman.
 - 2.6 **B1411 before Memorial Hall, Pymoor** – The edge of the carriageway is breaking away. Noted that some work has been done but the verge needs building up and the trees cutting down.

155/15 EXCLUSION OF PUBLIC AND PRESS

8.45pm

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 156/15, 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.

156/15 PARISH COUNCIL LAND AND ASSETS

1. Tenders for 2016 Grazing season:

1.1 Myles Meadow - One tender was received for the grazing of Myles Meadow.

Resolved unanimously to accept the tender of £440 from RJ Yarrow for cattle grazing in Myles Meadow from 01/05/16 to 30/09/16 inclusive.

The Clerk was instructed to include in the acceptance letter to the tenant that cattle must be removed from the field by 30/09/15 and any extension of this period must be agreed by the Parish Council in writing prior to 30 September.

1.2 Holts Meadow – No tenders were received. It was agreed to advertise in May that the meadow could be cut for hay around mid-July to mid-August.

2. Tenders for Grass cutting

Tenders for 2015 Grass Cutting season – Four contractors were invited to tender and three quotes were received. One quote was considered very expensive. Quotes between Truelink Ltd and Norse Grounds Maintenance were very competitive.

Resolved unanimously to approve the tender from Truelink Ltd and to award a two-year contract as per the Grass Cutting Annual Specifications 2016 and Biennial Specifications 2017.

157/15 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. New East Cambs Local Plan
2. Pond Lane Street Lights

There being no further business, the meeting was closed at 8.59 pm.

Signed (Chairman) Date