

LITTLE DOWNHAM PARISH COUNCIL

MINUTES of a meeting of the Parish Council held in the Village Hall, Main Street, Little Downham, on Thursday, 23 July 2009 commencing at 7.00pm.

Councillors present: RC Stacey, in the chair, DA Adams-Payne, DJ Badcock, CM Frankland, CE Hall, RS Martin, M Oldfield, BL Taylor (7.14pm), AJ White and KO Winters.

In attendance: PC K Humble and PCSO J Hall, Mr Martinali (invited to speak at item 63/09) and one parishioner.

Prior to start of meeting: The meeting doors were opened at 6.30pm for public viewing of the proposed Sports & Leisure Facility Draft Plans in relation to item 43/09; comments to be heard during Public Forum.

APOLOGIES - Received from Cllr EW Hall, Dist. Cllrs A Bailey, T Goodge and County Cllr P Read.

56/09 **TO RECEIVE DECLARATIONS OF INTEREST** - None

57/09 **TO ADJOURN MEETING FOR PUBLIC FORUM**

7.03pm Meeting adjourned – no comments were made.

7.04pm Meeting reconvened.

58/09 **PARISH CRIME MATTERS** –

1. Police Crime Report - Six crimes were reported in Lt Downham and Pymoor between 17/06/09 – 21/07/09 and a total of 35 calls for services were received.

7.14pm Cllr BL Taylor arrived.

2. To report recent events – Mini-motos are frequently seen in Little Downham and the lifebelt in Holts Meadow was removed and has now been replaced.

7.20pm PC Humble and PCSO Hall left the meeting.

59/09 **DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)** – No reports

60/09 **COUNTY COUNCILLOR'S REPORT (County Cllr P Read)** – No report on this occasion.

61/09 **TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. RESOLVED: The minutes of 18 June 2009 (Full Council) were approved and signed by the Chairman as a true record.

2. RESOLVED: The minutes of 2 July 2009 (Planning) were approved and signed by the Chairman as a true record.

62/09 **MATTERS TO REPORT**

1. (Min.199/08.1.5) Footpath 51 – A complaint was received from another parishioner regarding the overgrown hedge. Karen Whymark visited the footpath and has written to the landowner. A copy of the letter was sent to the P3 Representative and the Parish Council.

2. (Min.214/08.7) Lt Downham Fete - Thanks have been expressed from Nadine Long and David Badcock for the use of the recreation area for the fete. They would like to book it again next year 5th June. They will contact the sports groups for confirmation of fixtures.

3. (Min.41/09.3) Kilo to Go Cycle Ride and Use of Pavilion – Donation of £20 was received with thanks for use of the pavilion. Consideration may be given to hold the event again next year.

4. (Min.41/09.4) Main Street Litter bin to be considered by ECDC – ECDC has relocated this against the buildings between the restaurant and vacant shop.

5. (Min. 41/09.4) Anti-Social Behaviour in Little Downham – The Clerk attended the meeting with Brian Tully (Anti-Social Behaviours Coordinator), PC Humble and PCSO Jonathan Hall. Notes of the meeting were received from Brian Tully and circulated to all councillors. Cllr Badcock gave apologies for not attending as he said he would.

6. Trees at Straight Furlong, Pymoor - The Handyman reported that a dead branch had broken off the tree outside Poplar Tree Farm and the tree trunk is rotten in the middle. The Clerk will contact ECDC Tree Warden for guidance on the condition of all the trees and overhanging branches.

7. Local Nature Reserve Amphibian & Reptile Report 2009 by Siobhan Kenney – Copies of Ms Kenney's report were given to the Council and Conservation Group. Along with confirmation of good sized Great Crested Newts, she also provided advice on maintenance of the area to encourage and sustain wildlife and habitat.

63/09 **FLOWERS IN LITTLE DOWNHAM**

1. To consider flower/plants in Little Downham and Pymoor (Min.42/09) – CCC Highways informed that a Licence (@ £75) is required to plant on the highway verge. Regulations apply that planting is not permitted near to carriageways and junctions or to obstruct vehicle visibility. No Licence is required on private land. Mr Martinali had not received comments from other allotment holders yet but was keen to begin some planting. The Council thanked Cllr CE Hall for her offer of two new tubs if required. The handyman will be asked to assist Mr Martinali regarding the tubs.
RESOLVED: To allocate £80 to the purchase of new plants for Mr Martinali to set up the tubs in Little Downham and £20 for the purchase of additional plants in Pymoor to add to flower beds currently maintained by local people.

7.45pm Mr Martinali was thanked for assisting the Council and left. One parishioner arrived.

64/09 **LITTLE DOWNHAM SPORTS & LEISURE PROPOSAL**

1. To receive report from Sports & Leisure Working Group – The Sports & Leisure Committee have met with members of the Youth Group to discuss their requirements and possible use of the facilities and contact Cambs ACRE for support relating to building a large building. A bank account and the Constitution have been set up. A solicitor's comments in relation to items for inclusions when setting up a Licence were noted.

2. To consider a funding request from Little Downham Sports & Leisure Committee – The matter was declined as there were no members of the Sports & Leisure Committee in attendance to elaborate on the request.

65/09 **YOUTH GROUP**

1. Funding request to support Little Downham Youth Development – The Council was unable to make a decision as there were no members of the Youth Group in attendance to elaborate on the request. The matter was deferred to the September meeting and the Clerk was asked to invite members of the Youth Group and others to give a presentation.

66/09 **PLANNING MATTERS**

1. Planning correspondence

For information only:

1.1 ECDC Applications approved: 09/00330/FUL, 09/00356/FUL

1.2 Planning Enforcement - 6 month report ending June 2009

1.3 Chambers Way Street Name and Numbering

8.15pm One parishioner left.

67/09 **FINANCE**

1. Monthly Internal Audit was carried out by Cllrs CM Frankland and RC Stacey.

2. To consider re-investment of Standard Life Bank Fixed Rate Bond - due to mature 29/07/09 – Various investment options were considered.

RESOLVED: To reinvest the balance of £30,000 in a Standard Life Bank Fixed Rate Bond @ 3.00% gross AER with bank signatories as before.

3. To appoint Internal Auditor 2009/10 - The Council discussed Mrs Wallace being the Internal Auditor for the past seven years and the independent role she maintains when carrying out her duties. It was unanimously agreed to offer Mrs Wallace the position for 2009/10.

RESOLVED: To appoint Mrs Caroline Wallace as Internal Auditor for 2009/10.

4. To approve bills and other items for payment

RESOLVED: To approve list of payments for cheque numbers 000560 to 000575 and direct debits for the total sum of £6007.79.

68/09A **TRAINING/WORKSHOPS**

1. ADeC – Offer of workshop for decision makers – It was suggested to forward the invitation to other parish organisations such as the Youth Group and Sports & Leisure Committee.

68/09B PARISH MATTERS

1. Neighbourhood Panel Meeting (27 July) – To consider issues to report – It was agreed there was nothing to report on this occasion but to express thanks to PCSO Hall for his patrols in the parish.

8.35pm Cllr CM Frankland gave apologies and left due to antisocial cold symptoms.

69/09 PRESERVATION AREA

1. Community Orchard – To consider purchase of a replacement Jolly Miller (Apple) Tree – The request was approved.

RESOLVED; To approve purchase of one Jolly Miller Apple Tree from the East of England Apples and Orchard Project (EEAOP) @ £12, which Keith Norton will collect with other trees outstanding from last year.

2. Local Nature Reserve – To consider disabled Access – It was reported that mobility scooters cannot access via the kissing gates. The matter was deferred to the next meeting for the Clerk to obtain three quotes for an alternative gate.

70/09 RECREATION AREA

1. To update on Lt Downham & Pymoor Play Pathfinder Projects – Part A is to be submitted by 24/07/09. Applications to be short-listed for conditional offers and submissions of Part B.

2. To update on the Youth Shelter Project in Lt Downham Recreation Area – The youth survey results were submitted and approved. A grant of up to £4999 has been approved by ECDC and the Lottery Fund. Three quotes are being sought for the shelter.

3. To authorise Annual Play Area Inspection – Satisfactory inspections were carried out by Wicksteed Leisure Limited last year.

RESOLVED: To authorise unsupervised annual inspections by Wicksteed Leisure Limited for Little Downham and Pymoor Play Areas.

4. To consider provision of netball posts in All Weather Court – More information was needed before making a decision. The matter was deferred to another meeting.

Non-agenda item – Public health and safety

5. Corrugated Fence adjacent to Pymoor Recreation Field – It was reported that the tin sheets are coming away from the fence posts and rails. It is understood that the boundary and fence is the responsibility of the adjacent owners of No. 11 Pymoor Lane. It was decided to ask the handyman to assess the condition of the fence and the Clerk will contact the owners.

71/09 HIGHWAYS

1. Replies from CCC re matters reported at previous meetings –

1.1 Main Drove, Lt Downham – Discussion is taking place regarding the trees on the verge

1.2 The Drovers, Lt Downham – These areas will be review shortly.

1.3 Pond Lane, Lt Downham – This road is monitored and considered acceptable at present.

2. To report current matters of information

2.1 Third Drove, Lt Downham – The road is very uneven and requires patching in places.

2.2 Main Street, Lt Downham – Request for parking restrictions where it narrows near No. 52.

9.15pm Cllr DA Adams-Payne gave apologies and left for another meeting.

3. To consider bids for Jointly Funded Minor Highways Improvement Scheme 2010/11 – It was agreed to put forward the following:

1. Safer pedestrian footway and kerbing on Main Street, Pymoor.

2. Provision of footway at Californian and bottom of Lawn Lane, Little Downham.

72/09 CORRESPONDENCE

For information only:

1. Lt Downham Village Hall – Notification of room hire increases with effect from 01/09/09

73/09 REQUEST OF ITEMS FOR NEXT MEETING - None

There being no further business, the meeting was closed at 9.45pm.

Signed (Chairman) Date