

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

Councillors present: DA Adams-Payne, in the chair, DJ Badcock, CM Frankland CE Hall, RS Martin, RC Stacey (7.36pm), BL Taylor, AJ White and KO Winters.

In attendance: Dist. Cllr A Goodge, County Cllr P Read and 4 parishioners.

APOLOGIES FOR ABSENCE - Received from Cllr M Oldfield, Dist. Cllr A Bailey, PC K Humble and PCSO J Hall. Apologies for lateness were received from Cllr RC Stacey.

208/08 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr CE Hall** declared a prejudicial interest in item 215/08.1.3 because the applicant is her son-in-law (Declaration no. 005-2009).

2. **Cllr RS Martin** declared a prejudicial interest in item 215/08.1.1 because he is tenant of adjoining land (Declaration no. 006-2009).

3. **Cllr BL Taylor** declared a prejudicial interest in item 215/08.1.2 because the application is for his family business (Declaration no. 007-2009).

209/08 TO ADJOURN MEETING FOR PUBLIC FORUM

7.02pm Meeting adjourned – no comments were made.

7.03pm Meeting reconvened.

210/08 PARISH CRIME MATTERS – Four crimes were reported in Little Downham and one in Pymoor.

211/08 DISTRICT COUNCILLORS' REPORTS (Dist. Cllrs A Bailey & A Goodge)

1. Cllr Goodge reported on the success of the Angel Drove car park but the Park and Ride scheme will finish in June due to lack of use. ECDC has had a lot of complaints about the waste collections and is now monitoring the service by Veolia. Environment & Transport is to close the unofficial lay-by car park near Ely High Bridge on the A142 because it is considered a safety hazard due to its location. Some members of the parish Council disagreed with the decision and suggested it remains open with parking restrictions because it serves the people that want to walk and fish along the river. Decriminalisation is being considered in Ely City Centre. On-street parking is not being monitored properly by the police but could be considered under the County Council's responsibility.

2. Cllr Bailey emailed a report informing that an Enforcement Notice has been issued to the Sustainable Fish Company at Pymoor to cease some work and remove the white building to the rear of the neighbouring property.

212/08 COUNTY COUNCILLOR'S REPORT (County Cllr P Read)

1. County Cllr Read informed he was dealing with plans for the new Witchford Recycling Centre and to acquire a footpath from Wentworth to Witcham Toll. He and Cllr Fred Brown are talking to Ely & Soham Dial-a-Ride about daytime public transport services.

7.20pm Dist. Cllr Goodge and County Cllr Read left.

213/08 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **RESOLVED:** The minutes of 19 March 2009 (Full Council) were approved and signed by the Chairman as a true record.

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

214/08 MATTERS TO REPORT

1. **(Min.162/08.3) Hurst Lane Pedestrian Sign** – The sign has been installed opposite the Community Orchard gate.

2. **(Min.185/08.2) To consider purchase of new fridge and cooker for Lt Downham Pavilion** – The new appliances have been delivered this week at a cost of less than £425.

3. **(Min.186/08) To consider subject/topic of Annual Parish Meeting and invite a speaker** – Due to problems with arranging the meeting, an ad hoc decision was made to cancel the meeting on 20 April and rearrange for Friday, 22 May. Mrs Avril Hayter-Smith from Voluntary Community

Action in East Cambridgeshire has confirmed that she is available to attend and provide information about grant funding available for parish projects.

4. (Min.194/08.1) Electricity Poles and Stays in School Lane, Lt Downham – The Clerk is still waiting for EDF to agree an appointment to meet an engineer on site to discuss the problems with the electricity stays. A reply should be received by beginning of April, at latest.

5. (Min.194/08.3) Lt Downham Play Area Railings – The installation of the railings and gates is now complete. The single gates sustained chipped paintwork during transit to apply self-closing mechanism. Due to it being the Easter holidays, it was not practical for the workmen to re-paint. This will be done by the handyman when the children are back at school. Thanks were expressed to Halls Transport for the storage of materials and to the handyman, Cllrs Eric Hall and Alan White for assisting with the removal of existing old fence materials. The Section 106 funds will be claimed from ECDC when the receipt of payment has been received.

6. (Min.196/08.3) Dog waste bin at Cannon Street/Townsend – Prior to the Clerk placing the order, a new bin was installed by ECDC. Thanks have been expressed to ECDC.

7. (Min.198/08.2) Lt Downham Fete, 7 June 2009 – The Committee thanked the Council for its donation. It was recently asked if cars are allowed on the recreation field for a car boot sale. The Clerk informed that in accordance with the Recreation Ground Byelaws (01/11/63), no cars are permitted unless privileged by the Council.

8. (Min.198/08.5) To consider purchase of Woodland Walk signs for Pingle Wood – The new signs have been made and installed in Pingle Wood.

9. (Min.199/08.1.1) Footpath 27 – No reply has been received from Brian Smith.

10. (Min.199/08.1.2) Footpath 28 – A number of 'You must keep dogs under control signs' were received from CCC and handed to Cllr Winters.

11. All Weather Court Lights – Following recent maintenance and replacement of five lights, a contribution from Downham Playing Field Committee of £417 was accepted with thanks.

215/08 PLANNING MATTERS

7.30pm Cllr RS Martin left the meeting before the following item was discussed.

1.1 09/00214/OUT Mr Kenneth Hobbs, Land East of 21A Cannon Street, Lt Downham – one four bedroom two storey house with single garage.

RESOLVED: The Parish Council had no concerns.

7.36pm Cllr RC Stacey arrived from another meeting.

7.38pm Cllr RS Martin was invited back. Cllr BL Taylor left the meeting before the following item was discussed.

1.2 09/00238/AGN Taylor Marketing, Mount Pleasant Farm, 66-68 Main Street, Pymoor – General Purpose Storage building for equipment, machinery & produce. The Council made no comments.

7.40pm Cllr BL Taylor was invited back. Cllr CE Hall left the meeting before the following item was discussed.

1.3 09/00241/FUL Mr K Garrod, 16 Ely Road, Little Downham – Replace fence and hedge with wall, vehicle and pedestrian gates.

RESOLVED: The Parish Council had no concerns.

7.43pm One parishioner left.

2. Planning correspondence

For information only:

2.1 ECDC - Applications approved: 09/00047/FUL, 09/00109/FUL, 09/00113/AGN

2.2 ECDC - Applications refused: 09/00091/FUL,

216/08 FINANCE

1. Monthly Internal Audit was carried out by Cllrs CE Hall and AJ White.

2. Lt Downham Eagles FC – Request for the Parish Council to hold Club funds – The current committee standing down with no new committee to take over, the Council agreed, in principle, to hold the funds until a new committee is established or for a specific period to be agreed.

3. To approve bills and other items for payment

RESOLVED: To approve list of payments for cheque numbers 000516 to 000526 and direct debits for the total sum of £13752.67

217/08 PARISH MATTERS

1. Pymoor Play Area Spring Mobile & Fence (Cllr R Stacey) – The fence will need replacing and the spring mobiles needs painting. The problem of excess surface water was also discussed and Cllr Taylor offered to monitor and assess the area. The handyman will be asked to carry out necessary repairs to the fence and paint the mobiles.

2. To receive and consider update on Sport & Social Club proposal – A reply was received from the Committee asking for a closed meeting with the Parish Council to discuss progress of the proposal. The meeting request was agreed on the understanding that the Council will not make decisions at the meeting. A date of 19 May was suggested. The Clerk will arrange the meeting.

3. To consider Lt Downham Play Area Enhancement Project and appoint a working group (project funding available) – Cllrs DJ Badcock, DA Adams-Payne, CE Hall and KO Winters volunteered. Cllr Badcock will chair the group. It was agreed to set up a group for Pymoor Play Area - Cllrs RC Stacey, BL Taylor and KO Winters volunteered. Cllr Stacey will chair the group.

4. To consider Youth Shelter Project in Lt Downham Recreation Area and authorise immediate consultation with youths (project funding available) – The Council agreed on the project with up to £4999 grant funding from ECDC and, as required by funding criteria, to carry out a consultation with the Youth Group.

5. To consider writing to the Local Planning Authority to point out the detrimental affects of inadequate parking provision on new developments i.e. Oak Farm Drive, (Cllr D Adams-Payne) – Following the concerns expressed by residents, the Council agreed to write to the Local Planning Authority (ECDC) to inform of the problems and detrimental affect caused by inadequate parking on new developments.

6. Neighbourhood Panel Meeting (27 April) – To consider issues to report – Cllr Winters was instructed to raise Cllr Taylor's question "why is CCC making drives hard with tarmac and hardcore and neglecting other roads?" Work is being carried out at Coveney, where it is thought money would be better spent on roads such as Adventurers Drove and Main Drove.

8.28pm One parishioner left.

218/08 HIGHWAYS

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

1.1 Beild Drove, Lt Downham – Planings had been ordered and will be delivered soon.

1.2 Broadall Bridge, Lt Downham – Flytipping of more tyres were reported.

1.3 Bishops Close, Lt Downham – Drainage and footway/kerbing work is to be carried out on the corner, which is hoped will combat the standing water problem outside No. 2.

1.4 Main Street/Eagles Lane, Lt Downham – Two new gullies have been installed in order to alleviate the standing water problem at the junction.

2. To report current matters of information

2.1 Street Lights – The light is out at Marshalls Lane, Lt Downham.

2.2 Main Street, Lt Downham – A parking concern was mentioned, the Chairman will approach the resident on this matter.

2.3 Broadall Bridge, Lt Downham – The flytipping of tyres has not been removed.

2.4 Hundred Foot Bank, Pymoor – More flytipping has occurred near the railing line.

2.5 Footpath 21 – Weeds along the footpath are overgrown and tree cuttings have been dumped. The Clerk will report to CCC P3 Officer.

3. Black Bank Road, Lt Downham (Min.149/08.1.1) – A reply was received from Amanda Mays (CCC Team Lead Road Safety Engineering). Following a discussion on the acceptance of Ms Mays reply because it was based on a member of her engineering team visiting the road to look at the condition of the verges, Cllr CM Frankland proposed to 'call it a day' for the time being until cause to raise the matter again – not seconded. Proposed Cllr Winters, seconded Cllr BL Taylor, to show Ms Mays the problem areas at Black Bank Road. A recorded vote result was as follows: In favour – Cllrs DA Adams-Payne, DJ Badcock, CE Hall, RS Martin, RC Stacey, B Taylor, A White and KO Winters. Against – Cllr CM Frankland.

RESOLVED: To invite Amanda Mays to a site meeting with Cllrs DA Adams-Payne, DJ Badcock, BL Taylor and KO Winters at Black Bank Road, on the understanding that after this meeting if the Highways Authority decides not to do anything then the Parish Council will leave this matter for at least 12 months.

**4. To receive correspondence regarding condition of Adventurers Drove, Oxlode –
RESOLVED: To forward the letters from Mr & Mrs R Winters and Mrs GM Shaw to CCC
Highways Authority and write in support of their request for the road to be repaired.**

It was reported that another resident is to email her concerns. The Clerk will wait to include this.

8.57pm Two parishioners left.

219/08 CORRESPONDENCE

1. Wildlife Trust – Invitation to celebrate the purchase of Chettisham Meadow – 17/05/09 –
Members took note of the invitation and will reply individually.

For information only:

2. Moore Stephens – Notification of External Annual Audit 2008/09 – 1st June

3. CCC – P3 Event – 25 April 2009 at 10.00am – 3.00pm – Cllr Winters is to attend

4. ECDC – Tree works – 5 Leaford Drive, Lt Downham – Horse Chestnut crown reduction

220/08 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 202/08 & 203/08, 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.

221/08 HUMAN RESOURCES

1. Clerk - To minute Contract of Employment Revisions 2007 as an addendum to contract –
The Clerk's contract and revisions were received by all members.

**RESOLVED: To duly minute as approved the immediate and automatic effect of the
revisions to the Clerk's contract as an addendum in accordance with the Model Contract of
Employment Revisions 2007.**

**2. Handyman - To consider remuneration at each pay date of annual leave entitlement as
accrued –** The handyman had no objection to the arrangement and was aware that during periods of actual annual leave he would not be paid because he will have received his accrued entitlement based on his weekly timesheets to date.

**RESOLVED: To approve the calculation the handyman's annual leave entitlement with each
timesheet on a weekly basis and pay with each salary to date.**

222/08 REQUEST OF ITEMS FOR NEXT MEETING - None

There being no further business, the meeting was closed at 9.11pm.

Signed (Chairman) Date