



Little Downham Parish Council

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Mrs J M Wardle
Clerk to the Council

30 New Close Road
Little Thetford
Ely
Cambs
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MEETING: Remote General Meeting of Little Downham Parish Council

DATE: THURSDAY, 17 September 2020 **TIME: 7.00pm**

VENUE: Zoom Video Platform – Instructions to Join Zoom Meeting below:

<https://us02web.zoom.us/j/83296506593?pwd=YkljSFNBTKlwLzB0anpZa3dTbGZhQT09>
Meeting ID: 832 9650 6593 Passcode: 4xS46U

One tap mobile

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Dial by your location:

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 832 9650 6593 Passcode: 428198

Due to Government restrictions to control the Coronavirus (Covid-19) pandemic, the above remote meeting will be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, S78 COVID-19 Pandemic (Temporary Regulations in force from 4th April 2020 expiring 7th May 2021)

All members of the Council are summoned to attend the above meeting for the purpose of considering and resolving the business set out in the agenda below.

Signature *JM Wardle*

J M Wardle (Mrs)
Clerk / Proper Officer
11 September 2020

Quorum: 4

THE PUBLIC & PRESS ARE CORDIALLY INVITED TO BE PRESENT

AGENDA

- | | | |
|-------|--|----------|
| 60/20 | TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE | (7.00pm) |
| 61/20 | TO RECEIVE DECLARATIONS OF INTEREST
Councillors to declare pecuniary and other interests and the nature of those interests relating to any items on the agenda. In relation to a prejudicial interest, to inform the Chairman if they wish to speak on the matter during public forum. Members that declare pecuniary interests are not permitted to speak during public forum | (7.01pm) |
| 62/20 | TO ADJOURN FOR PUBLIC FORUM
A period of up to 10 minutes will be allowed for members of the public, and Councillors that have declared prejudicial interests, to address the meeting in relation to items on this agenda. Subsequently, the meeting may be interrupted at the Chairman's discretion for public comments relating to a specific item. | (7.02pm) |
| 63/20 | COUNTY AND DISTRICT COUNCILLORS' REPORTS
1. To receive monthly reports | (7.12pm) |
| 64/20 | TO APPROVE MINUTES OF PREVIOUS MEETING(S)
1. 13 August 2020 (attached) | (7.20pm) |

65/20 **CLERK'S REPORT OF MATTERS TO REPORT** (7.25pm)

66/20 **PLANNING MATTERS** (7.30pm)

- Planning correspondence -- To view applications, type the application number in the search bar of the ECDC webpage: <https://pa.eastcamb.gov.uk/online-applications/>
- 1.
 - 1.1 **20/00536/FUM** Green Acres, Straight Furlong, Pymoor – Construction of greenhouse for seed research and development, with small pump house and above ground water storage tanks – AMENDMENTS – Surface Water Strategy and amended details of the Surface Water Scheme
 - 1.2 **20/00745/FUL** 5 Third Drove, Lt Downham – Construction of replacement dwelling and garage-AMENDMENT – revisions to the scale, and design of the dwelling. Also includes changes to the location and scale of the garage
 - 1.3 **20/00861/FUL** 13 Lawns Crescent, Lt Downham – Two storey and single storey rear extensions
 - 1.4 **20/00862/FUL** 20 Eagles Lane, Lt Downham – Internal and external alterations
 - 1.5 **20/00909/FUL** 88 Cannon Street, Lt Downham – single storey rear extension
 - 1.6 **20/01013/FUL** Kevlin, 70 Ely Road, Lt Downham – To convert existing garage to an ancillary living accommodation for the main dwelling
 - 1.7 **20/01020/FUL** Site north west of Woodlea, Cophall Drove, Lt Downham – Construction of new chalet style property. Resubmission of approved application: 16/00537/FUL
 - 1.8 **20/01144/FUL** Land adjacent 2A Black Bank Road, Lt Downham – To erect 2 industrial units To Let – Class B1/B2 Light Industrial
 - 1.9 **20/01045/FUL** Site adjacent to Thistle Croft, Pymoor Lane, Pymoor – Agricultural shed
 - 1.10 **20/01078/FUL** The Cottage, Hundred Foot Bank, Pymoor – Demolition of existing two-storey dwelling and replacement construction of 2no. detached three-bedroom dwellings
 - 1.11 **20/01119/FUL** 1 Townsend, Lt Downham – Single storey rear extension – conservatory
 - 1.12 **20/01120/FUL** 1A Townsend, Lt Downham – Single storey rear extension

For information only:

- 1.13 ECDC – Applications approved: 20/00377/FUL, 20/00743/OUT,
- 1.14 Appeal decisions: 19/00949/OUT - dismissed

67/20 **FINANCE** (8.00pm)

1. To note Bank Reconciliation & Net Position Summary
2. To note 2020-21 National Salary Award to be implemented from 01/04/2020 (attached)
3. To approve bills and other items for payment (attached)
4. To approve change of bank signatories (memo)
5. To consider draft review of Parish Council Assets and insurance renewal specifications (enclosed)
6. To note CIL Periodic Report 31/07/2020 (attached)

68/20 **TO APPOINT REPRESENTATIVES ON THE FOLLOWING BODIES 2020/2021:** (8.20pm)

1. Book Café Subcommittee (3)
2. Downham Parish Conservation Group (1)
3. Parish Website Working Group (1)
4. Village Hall Committee (1)
5. Downham Parish Magazine (1)
6. Downham Feoffees Charity (2) (memo)

69/20 **TO APPOINT MEMBERS AS THE FOLLOWING 2020/2021:** (8.30pm)

1. Staff Appraisal Officer
2. Lead Child Protection Officer

70/20 **COUNCIL MATTERS** (8.35pm)

1. Cambridgeshire ACRE AGM 30/09/2020 – to appoint council representative to attend (attached)

- 71/20 **PARISH COUNCIL LAND AND ASSETS** (8.40pm)
1. Lt Downham Pavilion – update
 2. Naomi Anderson – request to hold weekly Forest School in Local Nature Reserve (attached)
 3. To consider to ban the release of helium balloons and lanterns on council-owned land (attached)
 4. To receive Play Area Annual Inspection Reports (attached)
 5. To receive Annual Risk Assessment of Parish Council Assets (attached)
 6. To review and decide work on Parish Council Trees (attached)
 7. WCFC – Complain of dog fouling at Lt Downham Recreation Area (attached)
 8. To review Covid-19 restrictions on opening Lt Downham Book Café and the conditions for the Book Café Manager to return to work (memo).
- 72/20 **EXCLUSION OF PUBLIC AND PRESS – see Motion below**
- 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 29/20 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.
- 73/20 **HIGHWAYS** (9.10pm)
1. To consider Parish Council Streetlight tenders (if all quotes received)
- 74/20 **PARISH COUNCIL LAND AND ASSETS** (9.15pm)
1. To consider work on Height Bar at Lt Downham Recreation Area (memo)
- 75/20 **COUNCIL MATTERS** (9.20pm)
1. To receive the Clerk’s resignation letter and plan the appointment of a new Clerk (memo)
- 76/20 **REQUEST OF ITEMS FOR FUTURE CONSIDERATION** (9.25pm)

Meeting to close by 9.30 pm

Next Full Council meeting –

agendas and other information are available at least 3 days before meetings
on the parish website: **www.littledownham.net**

PUBLIC AND PRESS ARE WELCOME TO ATTEND