

**MINUTES of an Extraordinary meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 27 July 2017 commencing at 7.00 pm.**

Councillors present: JL Waters, in the chair, and JW Barker (7.23pm), CE Hall, G Hayter-Smith, RS Martin, MM Oldfield, MAC Seidler, BL Taylor, GH Taylor, and KO Winters. **Clerk:** Mrs J Wardle

Other attendees: County Cllr L Dupre and Dist. Cllr M Bradley.

49/17 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE – Cllr G Ord and Dist. Cllr A Bailey.
No apologies: Cllr KO Winters.

50/17 TO RECEIVE DECLARATIONS OF INTEREST - None

51/17 PUBLIC FORUM - None

52/17 COUNTY AND DISTRICT COUNCILLORS' REPORTS

1. County Cllr Dupre reported of a public consultation in August on CCC's plans to cut spending on children's centres by £1m across Cambridgeshire by 're-purposing' 17 children's centres owned by the council, and four others in buildings shared with partner organisations. The independent remuneration panel recommended a members allowance scheme totalling £751,550, but the new administration instead passed its own scheme costing £936, 726, which included creating two new committees and allowances for the two new Chairs and Vice Chairs and five new 'area champion' posts. The A142 safety study was rescheduled to complete by end of August. Road safety officers were carrying out a detailed investigation of the circumstances of the 98 injuries (13 fatal, 24 serious and 61 slight) that have occurred in the last five years. The Ely Bypass will be delayed by 3 months and cost an extra £1.5-2M due to the move of a large high-voltage piece of electrical kit near Stuntney being more complex than expected. CCC has announced that it is preparing to take legal action against contractor BAM Nuttall over the further bill of £36.5M for repairs to the guided busway. The Mayor and Combined Authority have approved a Local Transport Plan for Cambridgeshire & Peterborough, which includes the East Cambs Transport Strategy that was signed off but not published. The Mayor will publish another plan in 12-18 months. The Highways & Community Infrastructure Committee agreed to take £100,000 out of the budget for parish bids and privately funded 'third party' schemes this year and next year. Privately funded ('third party') schemes will be charged the full cost of administration, rather than the 20 per cent of implementation charged to date. For LHI bids, CCC will top-slice the pre-application costs associated with the feasibility phase. £6m is to be made available to schools in East Cambs and Fenland as part of the Government's 'opportunity areas' programme; however, CCC has not been informed of how the money is permitted to be spent. The new Communities & Partnerships Committee met and discussed CCC's Innovation Fund to which parishes and community organisations can bid; the results of the survey of parish councillors and clerks and the intention to produce a five-year Improvement Plan; and how the council will consult on its business plan (including council tax) and other key decisions. The Full Council met on 18/07/17 and discussed councillors' allowances; changes to the council's constitution; Network Rail proposals for closures of various level crossings, of which CCC currently objects to 15 of the 29 proposed closures including Furlong Drove, Lt Downham; and the council's response to the proposal that the Police & Crime Commissioner should also be responsible for the Fire & Rescue Service. Lorna seconded a motion asking CCC to carry out a study into improving junctions on the A10 between Littleport and the A14, to cope with traffic pressures from Littleport, Ely, Witchford, and Waterbeach. Unfortunately it did not pass. Next Book Café surgery is 02/08/17.

7.20pm County Cllr Dupre was thanked for her report as she left the meeting.

2. Dist. Cllr Bradley reported that he was looking into the safety concerns regarding flooding from the Ouse washes especially the Hundred Foot river and the Southern Level Barrier Bank (SLBB). It will take many months to collate all the information from the Environmental Agency (EA) and residents' concerns. He believes the two potential sources of flooding are water coming down the Ouse and the North Sea tidal surge. The really dangerous situation is when these coincide. He already has some information from the EA and has met with residents of Pymoor. His aim is to collect the facts and then make the argument.

7.40pm Dist. Cllr Bradley was thanked for his report and he left the meeting.

53/17 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved that the minutes of 22 June 2017 were correct and to be signed by the Chairman as a true record.**

2. **Resolved** that the minutes of 13 July 2017 (Extraordinary) were correct and to be signed by the Chairman as a true record.

54/17 **MATTERS TO REPORT**

1. **(Min.22/17.2) Magpas Air ambulance – donation request** – letter of thanks for £262 donation was read to the meeting.
2. **(Min.27/17.2) Pavilion update – to consider proposed internal layout** – Greg Saberton issued drawings, which were circulated to the Council. He will continue drawing up the specifications.
3. **(Min.38/17.2) Witchford Colts FC – request use of three pitches at Lt Downham Rec during 2017/18 season** - Robin Uttin, treasurer, expressed thanks to the Council. He confirmed that WCFC has 9 players registered from Little Downham and Pymoor. Six are in the Mini-League age groups (below U11) and three are in the Colts League age groups (U12 and above). WCFC would be very happy to work with the council to increase this number over time. They are not turning any players away at the moment, so there may well be spaces available in most age groups if anyone is interested in joining.
4. **(Min.46/17.3) Conservation Group – request of funding for conservation area general maintenance** – The Treasurer, Muriel Norton, thanked the Council on behalf of the Conservation Group.

55/17 **PLANNING MATTERS**

1. **Planning correspondence** -
 - 1.1 **17/00867/FUL** ArchitecturalIMG, 3 Fourth Drove, Lt Downham – Construction of new detached dwelling house with separate garage on site of existing barns/storage buildings that are to be demolished – **AMENDMENT** – The amendment involves amendments and additional information to overcome Environment Agency concerns.
Resolved - Little Downham Parish Council had no comments regarding this application.
 - 1.2 **17/00955/FUL** Mrs Lois Appleyard, 24 Eagles Lane, Lt Downham - Demolition of existing garage and construction of extension to side and changes to fascia on front elevation.
Resolved - Little Downham Parish Council had no comments regarding this application.
 - 1.3 **17/01044/FUL** Lt Downham PCC, St Leonard's Church, Main Street, Lt Downham – New roof covering to south aisle.
Resolved - Little Downham Parish Council had no comments regarding this application.
 - 1.4 **17/01224/FUL** Mr K Law, 50 Main Street, Lt Downham – Infill area between the original house and the existing outbuilding.
Resolved - Little Downham Parish Council had no comments regarding this application.
 - 1.5 **17/01235/FUL** Mr Josh Mackenzie, 11 Matthew Wren Close, Lt Downham – Ground and first floor extensions.
Resolved - Little Downham Parish Council had no comments regarding this application.

For information only:

- 1.6 **ECDC - Applications approved:** 17/00925/FUL
- 1.7 **ECDC – Applications refused:** 17/00466/FUL, 17/00727/FUL

56/17 **FINANCE**

1. **Monthly Internal Audit** was carried out by Cllrs MM Oldfield and G Ord.
2. **To consider appointment of Internal auditor for the year ending 31/03/18** – Members expressed a preference to re-appoint Mrs Wallace for the 2017/18 financial year on the understanding that, as she suggests, it is her last year and that a new internal auditor will be appointed for the financial year ending 31 March 2019.
Resolved unanimously to offer Mrs Caroline Wallace the position of Internal Auditor for the year ending 31 March 2018.
3. **To approve bills and other items for payment** – No bills or payments to approve. The Clerk issued all members with a copy of the summary of accounts to date. It was agreed that the old bench at the junction of Main Street and Townsend should be replaced and could be funded from the Asset Replacement budget. The Clerk will obtain costs of a new seat.

57/17 PARISH LAND AND ASSETS

1.1 **To consider the ditch between Lt Downham Recreation Area & No. 12 School Lane** – The ditch is overgrown with shrubs and needs cleaning out. The Council and the Feoffees Charity are unable to determine who owns the ditch. The Council agreed to instigate quotes on the understanding that the Feoffees would contribute towards the costs as before.
Resolved that the clerk be instructed to obtain quotes for the cleaning out of the ditch between Little Downham Recreation Area and No. 12 School Lane.

1.2 **Non agenda item: Children’s Fun Day 01/09/17 on Lt Downham Recreation Field**
Cllr Oldfield informed that the Lt Downham Fete Committee had arranged a Children’s Fun Day to be held on 01/09/17 in the grounds of Downham Feoffees Primary School. However, the School has now become an academy and will not allow the event to be held on the school field. Cllr Oldfield asked the Council for permission for the Fete Committee to hold the Children’s Fun Day on Little Downham Recreation Field and have use of the Pavilion for refreshments and toilet facilities. The Parish Council had no objection to the request.

2. **Environment Agency Total River Strategy Update** – Dist Cllr Bradley Report - Item 52/17.2.

58/17 PARISH MATTERS

1. **Conservation Group meeting report (Cllr J Barker)** – Ivy has been cleared off the Cartshed. Keith Norton is planning a sponsored race around the perimeter walkway of Holts Meadow in aid of Children In Need and a Guided Walk around the Community Orchard. The Group agreed to give another month’s public notice regarding the proposed installation of kissing gates to Holts Spinney entrances. The Orchard container has had a new roof. A gate is to be installed at the south east entrance to Pingle Wood to stop dogs from running out on to Hurst Lane. A French drain is proposed across the lower third of Pingle Wood to help reduce flooding. A pond was suggested in Pingle Wood, but Cllr Barker suggested that the water be diverted down to Martins Pond in Myles Meadow. The Group will look at replacing three posts in Holts Meadow. The Council thanked Cllr Barker and expressed a preference of no pond in Pingle Wood.

2. **To approve Cambridgeshire Libraries Service Level Agreement 2017/18 for Lt Downham Book Café** – The Book Café Committee approved of the Service Level Agreement. The Parish Council, as the ‘umbrella’ organisation for the Book Café, approved the Agreement.
Resolved unanimously that the Chairman sign the Cambridgeshire Libraries Service Level Agreement 2017-18.

3. **East Cambs Parish Conference 07/07/17 – Cllr KO Winters report** – No report.

59/17 HIGHWAYS, PARISH PATHS & BYWAYS

1. **Replies re matters reported from previous meetings** - None

2. **To report current matters of concern:**

2.1 **Pond Lane, Lt Downham** – Two small potholes adjacent to No. 2 Holme Lane and a large pothole adjacent to Pond Lane green.

2.2 **California, Lt Downham** – Potholes outside Topfields.

60/17 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 61/17 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.

61/17 PARISH COUNCIL LAND AND ASSETS

1. **Tenders for 2017 Grazing on Myles Meadow** – One tender was received.
Resolved unanimously to accept the tender of £115 from Miss JA Bell and Mr T Dix for cattle grazing in Myles Meadow from 28/07/17 to 30/09/17 inclusive.

62/17 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 8.50 pm.

Signed (Chairman) Date