

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 14 December 2017 commencing at 7.00 pm.**

Councillors present: JL Waters, in the chair, and JW Barker, CE Hall, GJ Hayter-Smith, MM Oldfield, G Ord, BL Taylor, GH Taylor, and KO Winters. **Clerk:** Mrs J Wardle

Other attendees: County Cllr L Dupre.

120/17 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE** - Cllrs RS Martin and MAC Seidler, Dist. Cllrs A Bailey and M Bradley.

121/17 **TO RECEIVE DECLARATIONS OF INTEREST**

1. **Cllr BL Taylor** declared a pecuniary interest (Declaration 034-2017):
2. **Cllr GH Taylor** declared a pecuniary interest (Declaration 035-2017):
in item 126/17.1.3 (Application 17/02043/VAR) because they are the applicants.

122/17 **PUBLIC FORUM** – no comments

123/17 **COUNTY AND DISTRICT COUNCILLORS' REPORTS**

1. County Cllr Dupre - In addition to her mid month report that was forwarded to members prior to the meeting, Cllr Dupre informed that hare coursers had been caught by police today at Hundred Foot Bank, Pymoor. On 07/12/17, Cllr Dupre attended the A142 Safety Studying Briefing and thought it very helpful to understand the problems. Good technology was used to assess the route for safety measures, but the estimated cost of £4m is way over budget. Efforts would be made to carry out some work, which would be beneficial. Her surgery dates in Lt Downham Book Café are 7 - 8pm on 15/01/18 and 2 - 3pm on 07/02/18.

7.10pm County Cllr Dupre was thanked for her report and wished a Merry Christmas as she left the meeting.

2. Dist. Cllr Anna Bailey provided a report in her absence, as she was attending another meeting at ECDC. The only thing of significance, following her previous month's report, was that she had attended the Public Inquiry into Network Rail's level crossing closure proposals and spoke against the proposed railway crossing closure on A Furlong (as well as others). She wished everyone at the Parish Council a very happy Christmas and all the best for 2018.

124/17 **TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved** that the minutes of 23 November 2017 were correct and to be signed by the Chairman as a true record.

12517 **MATTERS TO REPORT**

1. **(Min.110/17.2) Planning application 17/00733/FUM, Works adjacent to 7 Cannon Street, Lt Downham – 27 2, 3 & 4 bedroom dwellings** – On 06/12/17, ECDC Planning Committee resolved that the Planning Manager be given delegated authority to approve the planning application subject to the recommended conditions as set out in the Officer's report, the completion of a S106 Agreement, the inclusion of an additional condition regarding the removal of Permitted Development Rights and deletion of Plan PO4 Rev B from condition 1.
The Clerk informed that prior to 06/12/17, she had contacted ECDC's legal officer and the planning officer to ask if a provision towards a new cemetery could be considered in the S106 agreement. Her reason for this action was because the Council had not requested any provision for play equipment in Lt Downham Recreation Area, but had previously discussed the provision of new burial land when it approved the development land in the Little Downham Village Vision (Feb 2013) (Min.96/12 11/10/2012) and it was quoted to be considered in item 7.20.3 of the new East Cambs Local Plan. She was uncertain that the Parish Council would be consulted on the S106 agreement and it might be the only opportunity for the Council to secure funding towards a cemetery. The planning officer had forwarded the request to the developer.

126/17 **PLANNING MATTERS**

1. Planning correspondence -
 - 1.1 **17/01787/FUL** Ms Jacqueline Phebey, The Cottage Four Balls Farm, Hundred Foot Bank, Pymoor – Erection of L shaped stables consisting of 5 stables, a tack room, hay store and storage area. The Council was informed that the photograph did not relate to the stable block and was requested to consider the application based on the submitted printed plans only.
Resolved - Little Downham Parish Council had no concerns regarding this application.

- 1.2 **17/01310/FUL** Three Blind Mice Brewery, Unit 9 Black Bank Business Centre, Black Bank Road, Little Downham - Change of use form B1 to B2.

Resolved - Little Downham Parish Council had no concerns regarding this application.

7.20pm Cllrs BL & GH Taylor left the meeting.

- 1.3 **17/02043/VAR** Mr & Mrs BL & GH Taylor, land adjacent to Mount Pleasant Farm, 66 Main Street, Pymoor – Variation of condition 1 (Approved plans) of previously approved 16/00885/RMA for Approval of the details for reserved matters for Access, Appearance, Landscaping, Layout & Scale

Resolved - Little Downham Parish Council had no concerns regarding this application.

7.22pm Cllrs BL & GH Taylor were invited back to the meeting.

- 1.4 **17/02063/FUL** Mr & Mrs Duncan Rose, 82 Cannon Street, Lt Downham – Alterations to basement, internal alterations and landscape evaluation

Resolved - Little Downham Parish Council had no concerns regarding this application.

- 1.5 **17/02075/FUL** My Fish Bar, 29-33 Main Street, Lt Downham – Installation of new external extraction system (revised retrospective) application

Resolved - Little Downham Parish Council had no concerns regarding this application.

For information only:

- 1.6 ECDC - Applications approved: 17/01798/FUM,

2. **East Cambs Local Plan – Third Stage Public Consultation 08/11/17 – 19/12/17** – Cllr Winters made reference to sustainability in communities through the need for surface water drainage to be accommodated within development sites in order that it does not have an adverse effect on surrounding areas. The Clerk explained the reason for the consultation and the process required to submit a representation online. It was agreed that the Clerk would do her best to relate the issue to a local plan policy and submit an online comment by 19/12/17.

127/17 **FINANCE**

1. **Monthly Internal Audit was carried out by Cllrs MM Oldfield and GH Taylor.**
2. **To set Precept for 2018/19 (Min.112/17.2)** – It was proposed by Cllr MM Oldfield and seconded by Cllr G Ord to set the 2018/19 Precept at £79,904.00, which is a 1.5% increase on the current precept. **Resolved by a majority decision to set the Precept at £79,904.00 for 2018/19 financial year.**
3. **Downham Feoffees Charity Book Café contribution - to consider requesting an increase** – In 2000, the Book Café was set up with equal funding from the Parish Council and the Feoffees Charity. This arrangement continued until 2013 when the Book Café Manager position was made an employee of the Parish Council and the Charity decided to fix its contribution to £1000 per annum towards room fees. The Parish Council accepted the contribution and requested the funds annually via invoice towards the end of the financial year. The Council was made aware that the Book Café room hire in 2016/17 was £2929 and, as the Village hall rates have remained the same for 2017/18, the annual room hire fees are anticipated to be around the same by the end of March 2018. It was agreed to request an increased contribution from the Charity for the room hire fees only and not towards the Book café Manager costs.
Resolved unanimously to write to the Downham Feoffees Charity to request a contribution of 50% of the Book Café Room Hire costs.
4. **To approve bills and other items for payment** – It was proposed by Cllr MM Oldfield and seconded by Cllr GH Taylor.
Resolved unanimously to approve BACS payments 663 – 674 and direct debits for the total sum of £6371.87.

(Min.112/17.6) The clerk reported that a credit note was received from TMMF for £154.99 and the invoice was reduced to £154.99. Thanks were expressed to TMMF and a BACS payment for £154.99 was made on 29/11/17.

128/17 PARISH COUNCIL LAND AND ASSETS

1. **To review summary of Annual Play Area Inspection Reports** – Wicksteed Leisure Ltd carried out the inspections on 10/08/17. There were no high risks identified. The Clerk and Handyman had reviewed the reports and taken action where they could as recommended by the inspector. The damaged edge of Funball Sphere was trimmed level to reduce the hazard. Tile safety surfacing would continue to be monitored with a view to the Council considering wet pour surfacing in the near future. The handyman would consider repainting equipment when the weather is better and requested trailer assistance with replacing the basketball backboard and nets. Cllr Oldfield offered to approach her husband and Bruce Smith to help the handyman.
Resolved unanimously to approve the annual play area inspection reports

2. **To review grass cutting specifications for 2018 season** – The revised specifications were approved. **Resolved unanimously to approve the 2018 specifications and invite tenders.**

3. **To review grazing agreements for 2018 season** – The Grazing Agreements for cattle grazing in Myles Meadow and sheep grazing in The Holts were approved. It was specified that only store cattle are permitted in Myles Meadow. The deadline for the receipt of tenders was 12/02/18.
Resolved unanimously to approve the 2018 Grazing Agreements and specify that only store cattle should graze in Myles Meadow.

129/17 PARISH MATTERS

1. **Dog fouling in the Conservation Area and Little Downham Recreation Area** – Following a complaint from Truelink Ltd and the Conservation Volunteers regarding the amount of dog faeces in Pingle Wood, The Orchard and the recreation area, the Council was asked to consider new signs informing that if people do not pick up after their dogs, sanctions would be imposed that dogs must be kept on leads in those areas. The Council felt that warning signs would not be heeded and sanctions should be imposed immediately to keep the areas clean. It was agreed that Cllr Oldfield should meet with Tony Payne regarding the wording of the signs. It was decided not to impose sanctions in the recreation area at this time.

2. **Speeding in the parish and proposed public meeting in the New Year** - Concerns had been expressed by parishioners via email and social media about vehicles speeding and driving without due care and attention on Cannon Street, Ely Road and Seven Sisters, in particular. The Police had been made aware of one driver and were due to visit him. The Chairman was informed that the Police could carry out speed checks if the Parish Council requested them to. It was agreed to request speed checks and suggested to hold a public meeting regarding speed issues in the new year.
Resolved to request speed checks to be carried out on Ely Road and Cannon Street, Lt Downham, and Main Street, Pymoor.

130/17 HIGHWAYS

1. **Replies re matters reported from previous meetings:**
 - 1.1 **Weekly refuse collections** – The issue of litter left after refuse collections has got slightly better, but the problem still remains. The issue will be monitored.

2. **To report current matters of concern:**
 - 2.1 **Thanks expressed for road works in the parish** – An expression of thanks was made to CCC Highways for the road works on Black Bank Road and Downham Common.

131/17 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. **Public Meeting on Speeding Issues**

There being no further business, the meeting was closed at 8.51 pm.

Signed (Chairman) Date