

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 22 March 2018 commencing at 7.00 pm.**

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

Other attendees: Two parishioners.

160/17 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE** – Cllrs MM Oldfield and MAC Seidler, County Cllr L Dupre and Dist. Cllrs A Bailey and M Bradley.

161/17 **TO RECEIVE DECLARATIONS OF INTEREST** - None

162/17 **PUBLIC FORUM** – No comments

163/17 **COUNTY AND DISTRICT COUNCILLORS' REPORTS** – Monthly update reports from the County and District Councillors were received via email prior to the meeting and distributed to Councillors via email or with their agendas.

In relation to the Ouse Washes and South Level Barrier Bank, Dist. Cllr Bradley's report confirmed that following the Environment Agency's 'Great Ouse Tidal River Baseline Report', East Cambridgeshire District Council had agreed to back the Environment Agency in its case to Government. At the ECDC Full Council meeting on 22/02/2018, a motion was put forward to promote the agency's report and show the Council's support for its findings. Cllr Bradley was appointed as its Lead Member Champion for Flood Prevention (Min.149/17.2) and will voice the concerns for residents of Downham Villages Ward of flooding in the fens.

164/17 **TO APPROVE MINUTES OF PREVIOUS MEETINGS**

1. **Resolved unanimously that the minutes of 15 February 2018 were correct and to be signed by the Chairman as a true record.**

165/17 **MATTERS TO REPORT**

1. **(Min.151/17) Pymoor Telephone Kiosk** – The Pymoor Kiosk Group expressed thanks to the council for adopting the kiosk and confirmed plans to put up shelves, flower boxes and paint it.

166/17 **PLANNING MATTERS**

1. **Planning correspondence** -

- 1.1 **18/00200/VAR** Mr Andrew Butcher, Larch Barn, 6 Fourth Drove, Lt Downham – To vary condition 1 (plans) of Decision dated 14-11-2016 of previously approved application 16/00815/FUL for Change of Use from agricultural land to build passivhaus residential unit.

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

- 1.2 **18/00177/FUL** Mr Malcolm Roberts, 14 Second Drove, Lt Downham – Erection of an agricultural type storage shed. Following a discussion on the proposed size and use of the storage shed, it was proposed that the Council had no concerns. A vote result was as follows: In favour – 5, Against – 2.

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

For information only:

- 1.3 ECDC - Applications approved: 17/01978/FUL, 17/02043/VAR, 17/002187/FUL,

167/17 **FINANCE**

1. **Monthly Internal Audit was carried out by Cllrs JW Barker and G Ord.**

2. **To formally approve staff salary increases –**

- 2.1 The Book Café Manager's salary is based on the National Living Wage set by government.

Resolved unanimously to approve the Book Café Manager's salary increase to £7.83 per hour with effect from 01/04/2018.

- 2.2 The Clerk's salary is based on the National Salary Award set by the National Joint Council for Local Government Services (NJC), which was yet to be agreed by national trade unions. The handyman's salary was not set to any pay scale but was agreed in the Council budget review (Min.103/17.2) to consider a salary increase based on the NJC agreed pay scale increase rate. The Clerk and Handyman's salary increases were deferred to a future meeting.

3. **To approve bills and other items for payment** – It was proposed by Cllr JW Barker and seconded by Cllr G Ord.

Resolved unanimously to approve cheque no. 001089, BACS payments 694 – 703 and direct debits for the total sum of £6168.01.

168/17 PARISH COUNCIL LAND AND ASSETS

1. Pavilion Refurbishment (Min.144/17):

1.1 Fire recommendations - proposed amendments – The Council considered recommendations from D Hones (ECDC Building Control Surveyor) and Fire Chief C Strickland to alleviate a potential dead end to the rear changing rooms formed by blocking up external doorways. **Resolved unanimously to install an FD30 fire door in the rear corridor beyond the kitchen door and to retain the rear changing room (Changing Room 3 on the plan) external door.**

1.2 To approve use of CIL for Pavilion Refurbishment ECDC Regulation 123 application - An application for 50/50 grant funding from ECDC Regulation 123 required the Parish Council to approve use of its current Community Infrastructure Levy (CIL) to be used as funding for the project. An enquiry with ECDC confirmed that the Parish Council currently has no CIL funding. **Resolved unanimously that the Clerk is authorised to tick the ‘use of CIL funding’ box on the ECDC Regulation 123 Expression of Interest form and submit by the April deadline.**

169/17 HIGHWAYS

1. Replies re matters reported from previous meetings:

1.1 Downham Common, Lt Downham (Min.156/17.1.1) – The worst dips had been filled.

1.2 LHI 2018/19 application (Min.156/17.1.2) – The project to reduce the speed limit in Pymoor had been approved by CCC. The project would change the central core of the village to 30mph and keep approaches to 40mph. The existing vehicle activated speed sign would be replaced with a mobile vehicle activated sign that would be moved randomly between the three main roads.

1.3 B1411 Ely Road – The road will be resurfaced early June with stone chippings.

1.4 Replacement of street lighting lanterns – Balfour Beatty is to replace lanterns in Chambers Way, Lt Downham. Residents would be notified nearer the time and there are no excavations in the road or footway. Each lantern replacement would be completed within one working day. There are no other proposed replacements in Lt Downham or Pymoor.

1.5 Little Downham Speedwatch Group – It was reported that a small group of residents had attended a Police training session recently and set up a Speedwatch Group in Little Downham.

2. To report current matters of concern – None

3. Blocked Drove in Pymoor (Min.156/17.3) – Karen Champion replied to the Clerk. In summary, she informed there was no fast track way of a doing the TTRO on a Public Right of Way, as it was a formal Order with full consultation and advertising in the Newspaper. In gating a route with no recorded public vehicular rights over it, a temporary barrier could be permitted, but that would not a formal order and could be removed at any time. All issues are dealt with by her colleagues in the Definitive Map and Assets Team.

8.02pm Two parishioners left the meeting.

170/17 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 171/17 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.

171/17 PARISH COUNCIL LAND AND ASSETS

1. To confirm use of proposed cemetery land and highways matters (Min.85/17) – The Council discussed using a small section of the land for a cemetery to start with and rent the remainder for grazing, as this would reduce cemetery maintenance and produce an income i.e. 0.7 acres could provide around 500 plots and last 60 years. Cemetery land would be available as and when needed. The provision of a footway along California was discussed but CCC estimated costs of £60,000 upwards plus VAT, which was considered too costly.

Resolved unanimously to use 0.7 acres of the 4.1 acre site as cemetery land and the remainder for grazing.

The Clerk will check the criteria and reports required for planning permission.

172/17 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 8.23 pm.

Signed (Chairman) Date