

**MINUTES of a meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 26 April 2018 commencing at 7.00 pm.**

Councillors present: JL Waters, in the chair, and JW Barker, CE Hall, GJ Hayter-Smith, RA Maxey, MM Oldfield, DR Parson, GH Taylor (7.26pm) and KO Winters (7.25pm). **Clerk:** Mrs J Wardle

Other attendees: Two parishioners and Dist. Cllr M Bradley (7.31pm)

Opening Remarks: The Chairman welcomed new Councillors, Richard Maxey and Dale Parson, to the Council and all members present introduced themselves. The Clerk confirmed that Cllrs Maxey and Parson had duly signed Declarations of Acceptance of Office prior to the start of the meeting.

173/17 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE – Cllrs G Ord, MAC Seidler, County Cllr L Dupre and Dist. Cllrs A Bailey.
Apologies for lateness - Cllrs GH Taylor, KO Winters and Dist. Cllr M Bradley were attending an Environment Agency and IDB seminar at ECDC regarding the Great Ouse Tidal River Strategy.

174/17 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr DR Parson** declared personal, prejudicial and pecuniary interests in item 179/17.1.4 (Application 18/00414/FUL) because the applicant is a family member.

175/17 PUBLIC FORUM

Robin Pearl reported of a Public Footpath sign facing the wrong way on the footpath at Downham Common opposite Black Bank Road junction [No. 52]. He said he would try to turn it round at the weekend, but if not, would inform the Clerk. Andrew Butcher explained the reason for his new planning application (item 179/17.1.3).

176/17 COUNTY AND DISTRICT COUNCILLORS' REPORTS

At the Chairman's discretion, this item was deferred to when Dist. Cllr Bradley had arrived.

177/17 TO APPROVE MINUTES OF PREVIOUS MEETINGS

1. **Resolved** unanimously that the minutes of 22 March 2018 were correct and to be signed by the Chairman as a true record.

178/17 MATTERS TO REPORT - None

179/17 PLANNING MATTERS

1. Planning correspondence -

1.1 18/00355/FUL Ms Rachel King, 7A Tower Road, Lt Downham – Rear extension plus canopy, porch and single storey garage extension.

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

1.2 18/00375/FUL Mr & Mrs PC Hilsden, 7 Cross Lane, Lt Downham – Single storey side and rear extension, including amendment of adjustment to proposed plans.

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

1.3 18/00390/FUL Mr Andrew Butcher, Larch Barn, 6 Fourth Drove, Lt Downham – Change of use from agricultural land to residential unit.

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

7.20pm Cllr DR Parson left the meeting.

1.4 18/00414/FUL Mrs C Parson, Cyndaes, 12 Pymoor Lane, Pymoor – To demolish existing structurally failed bungalow and garage and erect single detached bungalow and garage.

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

7.22pm Cllr DR Parson was invited back to the meeting.

1.5 18/00447/FUL Mr Brian Easey, Land adjacent to Jaggard, The Hythe, Lt Downham – Proposed two storey dwelling, double garage with associated access parking & site works (see 17/02198/RMA) **POTENTIAL DEPARTURE.**

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

For information only:

- 1.6 ECDC - Applications approved: 17/00733/FUM, 17/02198/RMA, 18/00103/FUL, 18/00126/VAR
- 1.7 ECDC - Applications refused: 17/01992/FUL
- 1.8 ECDC - Application withdrawn: 18/00200/VAR

7.25pm Cllr KO Winters arrived.

7.26pm Cllr GH Taylor arrived.

Cllrs Taylor and Winters confirmed that they had no interests to declare.

180/17 FINANCE

- 1. **Monthly Internal Audit** was carried out by Cllrs MM Oldfield and JL Waters.
- 2. **To approve new credit card application requested by Barclaycard** – In order to correct Barclaycard's record of the Parish Council incorrectly being listed as a Gas and Oil Supplier and the Clerk being a Sole Trader, the Council was required to complete a new credit card application. The monthly spend limit is set Barclaycard and the current limit was £2200.
Resolved unanimously to approve the Council's application for a Barclaycard Flex Credit Card for the Clerk to use that does not incur an annual fee.
- 3. **To approve bills and other items for payment** – It was proposed by Cllr MM Oldfield and seconded by Cllr JL Waters.
Resolved unanimously to approve BACS payments 704 – 715 and direct debits for the total sum of £7334.06.

7.31pm Dist. Cllr Bradley arrived.

Deferred item:

176/17 COUNTY AND DISTRICT COUNCILLORS' REPORTS

- 1. Dist. Cllr Bradley updated the council on the Great Ouse Strategy Seminar that he had just attended at ECDC and informed that ECDC was to arrange a meeting with Steve Barclay MP to discuss the shortfall on flooding and funding requirements in East Cambs. This matter would be an ongoing exercise over several years to get funding for long term key protection projects. In addition, he reported that ECDC had taken over Street Scene Cleaning and welcomed feedback, and ECDC is to tackle fly-tipping on public land by carrying out a series of collections in the district. It would prosecute when it could be proved who had disposed of it. ECDC is of the opinion that some things reported to other authorities are not being solved, which could have a knock-on effect for the district. It is prepared to be informed of any issues and will consider taking action to help on lots of things, i.e. housing, sewage etc.

8.00pm Dist. Cllr Bradley was thanked for his report and left the meeting.

181/17 PARISH COUNCIL LAND AND ASSETS

- 1. **Hire of Lt Downham recreation field and Pavilion for football matches in 2018/19 season:**
 - 1.1 **Witchford Colts FC – Request use of three football pitches for various age group teams** – In addition to requesting use of the three pitches, Witchford Colts FC informed the Chairman and Clerk at a site meeting on 29/03/18 that it would be prepared to purchase new goals for the adult pitch and would have no objection to liaising with another team about shared use of the pitch, line marking etc. The Council had no objection in principle to the request but, on being made aware of its current low field rent and income and expenditure for the Pavilion and field, it decided to defer its decision to the 10/05/18 meeting in order to obtain information about other Councils' field and pavilion charges.
 - 1.2 **Liam Badcock – Request use of adult pitch for new Saturday Football Team (The Isle FC)** – The Council had no objection in principle to the request but, as with item 1.1 re hire charges, deferred its decision to the 10/05/18 meeting.

Non-agenda item

- 1.3 **To consider a request to hire of Lt Downham Pavilion and Recreation field for a children's birthday party in May** – The Clerk raised the issue with the Council that it had no booking fee tariff for hiring the pavilion. It was not used often, other than by the sports user, so in the past donations had been requested to cover heat, light etc. However, this practice was not considered in the Council's best interest, as the 'low hire fee' could encourage more requests for parties, which would not be fair to other party venue providers in the parish.
Resolved unanimously that due to the urgency of the booking, the Council agreed an hourly rate on this occasion and, as part of its list of conditions, emphasised that bouncy castles must be powered by a generator and a copy of its insurance cover be received by the Council prior to the day of the party.

182/17 PARISH MATTERS

1. **Conservation Group Meeting Report** – Cllr Barker reported that he had attended the meetings held on 21st and 28th March (AGM), but was not present at the meeting held on 25th April. Cllr Maxey updated the Council on being elected as Conservation Group Chairman at the AGM. He reported on a suggestion of a raised dipping pond, although, more thought would be needed on where and its ongoing maintenance and monthly Conservation Group ‘business’ meetings in order to separate their social meetings for speakers. During April, vandalism had occurred in Holts Meadow around the pond enclosure. The fence would need repairing before the sheep were brought onto the Meadow in early May. Cllr Barker offered to assess the damage on Friday and carry out repairs on Saturday if someone could give him a hand. Cllr Maxey offered to assist and would contact other group members.

8.50pm Cllr Maxey gave apologies and left the meeting to attend another meeting that was planned before he was elected as a councillor.

2. **To arrange Litter Pick event** – This matter was deferred to the next meeting. Cllr Hall informed that she had carried out a litter pick at Black Bank Road and collected eight black bin bags. Following reports of others carrying out litter picks in the parish, the Council expressed thanks to all.
3. **East Cambridgeshire Local Plan Examination Hearing 19/06/2018** – A parishioner stated that The Drovers consisted of more than 11 houses and were classed as Settlements and he therefore requested the Council to ask the Examiner why The Drovers were not mentioned in the East Cambs Local Plan as Settlements for infill development. A lengthy discussion followed. Cllr Winters informed that he had already booked a personal slot to speak at the Hearing. It was proposed by Cllr KO Winters and seconded by Cllr JW Barker that Cllr Winters, as a Parish Council Representative, put the request forward to the Examiner that The Drovers be mentioned in the plan as a Settlement and be included in a policy as infill for development. **A recorded vote to approve the proposal resulted as follows: In favour - (4) Cllrs JW Barker, DR Parson, GH Taylor, KO Winters, Against – (4) CE Hall, GJ Hayter-Smith, MM Oldfield, JL Waters. Due to the equal number of votes, the Chairman used a second and casting vote to vote against the proposal. The final result was: In favour – 4, Against - 5.** The Clerk was instructed to contact ECDC as to The Drovers being classed as Settlements and not stated as infill development in the Local Plan. The matter was deferred to 10/05/18 meeting.

9.12pm Cllr KO Winters left the meeting.

4. **ECDC Community Governance Review 2018** – It was noted that ECDC proposed to move the parish boundary between Ely/Little Downham/Witchford parishes to move the properties known as Hurst Lodge, Hurst Farm, Maple Lodge and Maple farm and the electors associated with those properties from Little Downham parish into Ely parish. The Parish Council had no concerns regarding this proposal because the property addresses were Ely.
5. **To consider site for Airfields of Britain Conservation Trust Granite Plaque** – Due to the meeting running later than expected, this matter was deferred to the 24/05/18 meeting.

183/17 HIGHWAYS

1. **Replies re matters reported from previous meetings:**
 - 1.1 **B1411 Resurfacing** – Road works to apply stone chippings will take place in early June.
2. **To report current matters of concern:**
 - 2.1 **Potholes** – The Clerk informed members that potholes and other highways issues were best reported online, as the information is forwarded to the appropriate highways officer and dealt with more quickly.

184/17 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 9.21 pm.

Signed (Chairman) Date