

**MINUTES of a General Meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 16th August 2018 commencing at 7.00pm.**

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

Other attendees: Dist. Cllr A Bailey, County Cllr L Dupre and four parishioners.

54/18 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE – Dist. Cllr M Bradley.

55/18 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr GH Taylor** declared a personal interest in item 60/18.1.3 (Application 18/01040/FUM) because the applicant is a family member (Declaration 007-2018).

56/18 PUBLIC FORUM – No comments

57/18 COUNTY AND DISTRICT COUNCILLORS' REPORTS

1. Dist. Cllr Bailey's monthly report was distributed to members via email prior to the meeting and hard copies were given to those that didn't have email addresses at the meeting. Cllr Bailey read her report to the meeting. There were no issues raised from the report.
2. County Cllr Dupre's monthly report was distributed to members prior to the meeting via email and with their agenda. There were no issues raised from the report.

58/18 TO APPROVE MINUTES OF PREVIOUS MEETING

1. **Resolved** that the minutes of 19 July 2018 were correct and to be signed by the Chairman as a true record.

59/18 MATTERS TO REPORT

1. **(Min.49/18.5) Youths Act UP** – Carol Hebbard will forward a copy of the Lt Downham Youth Group Accounts 31/03/2018 when received.
2. **Illegal Encampments** – The Clerk reported that she was waiting for an update from the police on the traveller situation since 10/08/18.
3. **(Min.53/18) Pymoor Recreation Field** – The Clerk reported having had an informal chat with Tony and Emma Ure regarding Pymoor Recreation Area and that they had agreed to remove weeds from around the edge of the field and in the west corner, remove the cricket frames from the corner and the concrete roller near the play area. It was noted that the work had been done. They also informed that following fundraising by local residents the Social Club now had its own mower and they would be cutting the field themselves again. The Clerk had cancelled future grass cutting by Truelink Ltd.

60/18 PLANNING MATTERS

1. **Planning correspondence -**
 - 1.1 **18/00972/FUL** Mr & Mrs Spencer Williams, land to south of 25 Pymoor Lane, Pymoor – New four bed dwelling.
Resolved - Little Downham Parish Council had no concerns regarding this application.
 - 1.2 **18/00973/ARN** Mr & Mrs T Jordan, Topfield, California, Lt Downham – Conversion of barns to a four bed dwelling.
Resolved - Little Downham Parish Council had no concerns regarding this application.

7.20pm Cllr GH Taylor left the meeting prior to the next item being discussed.

- 1.3 **18/01040/FUM** Head Fen Fishing Lakes, Reservoir, Head Fen, Pymoor – New fishing lake, new access, 4 no. timber fishing lodges and 1no. brick timber lodge – **POTENTIAL DEPARTURE**.
Resolved - Little Downham Parish Council had no concerns regarding this application.

7.26pm Cllr GH Taylor was invited back to the meeting.

- 1.4 **For information only:**
ECDC - Applications approved: 18/00535/FUL, 18/00804/FUL

7.28pm Dist. Cllr A Bailey left the meeting.

61/18 FINANCE

1. **Monthly Internal Audit** – No internal audit was held this month.
2. **Lt Downham Speed Watch – request financial assistance for Speed Watch equipment (Min. 49/18.2)** – Simon Cross informed that following delays of the Parish Council to purchase a kit for the parish group, funds had been made available from other means and Little Downham Speed Watch group and other villages were to receive their own kit in September from ECDC and the Speed Watch Organisation. The Council was disappointed that it was not able to assist the Speed Watch group as requested due to Council protocol and issues previously reported.
3. **To approve bills and other items for payment** – It was proposed by Cllr CE Hall and seconded by Cllr G Hayter-Smith.
Resolved unanimously to approve BACS payments 748 – 759 and direct debits for the total sum of £6568.66, as listed below:

Online payments:

Tesco Stores (cc)	Appreciation gift	20.20
PC World (cc)	External hard drives	96.98
Travis Perkins (cc)	LD Rec Maintenance / repairs	16.68
UK Point of Sale Group Ltd (cc)	Pavement sign	103.20
Little Downham Village Hall	B/Café Meetings & sessions	240.00
Little Downham Village Hall	Council meetings	24.00
Truelink Ltd	Grass cutting - verges	270.00
Truelink Ltd	Grass cutting - Parish	317.52
Truelink Ltd	Grass cutting - Pymoor	97.92
Magpas	Donation	317.00
Wicksteed Leisure Ltd	Annual play area inspections	108.00
PKF Littlejohn LLP	External Audit 2017/18	360.00
August staff salary payments and expenses		2394.74
August pension payments		1,243.92
HM Revenue & Customs	PAYE & NI contributions	765.74

Direct Debits

Anglian Water Business Ltd	LD Rec Utilities	22.50
Anglian Water Business Ltd	LD Rec Utilities	18.08
EDF Energy	LD Rec Utilities	31.00
BT	Telephone charges	121.18

62/18 PARISH COUNCIL LAND AND ASSETS

1. **Basic Payment Scheme – Community Orchard – update (Min.50/18.2)** – The Conservation Group informed the Clerk that its members were not keen installing extra fencing and grazing sheep in the Orchard, however, the fruit from the Orchard was being used to produce Conserves and being sold locally. The Clerk reported that she had emailed the Rural Payments Agency to request that the land code be amended from Permanent Grassland to that of Orchard. A response was awaited.
2. **Witchford Colts FC – offer to paint part of the Pavilion** – Two managers, whose teams play at Little Downham this season, have offered to paint the reception area of the Pavilion and provide the paint. The Council appreciated the offer, but felt that more needed doing in the Pavilion. The Clerk reported that she was having problems finding grants for the refurbishment. It was decided to consider funding the refurbishment from the Council's own funds. The Clerk was instructed to obtain updated quotes and timescale for the next meeting from the contractors who quoted in January and to inform the two managers of the Council's plans and thank them for their offer.

63/18 PARISH MATTERS

1. **Cambridgeshire ACRE AGM 25/09/18 2pm Landbeach** – Cllr GH Taylor volunteered to attend the AGM. Cllr KO Winters informed that he had already booked himself in to attend. It was proposed by Cllr MM Oldfield and seconded by Cllr CE Hall.
Resolved that both Cllr GH Taylor and KO Winters represent the parish council and provide a report at the October meeting. The Clerk would register Cllr Taylor to attend.

2. **East Cambridgeshire Local Plan Examination Stage 2 Hearing – Inspector’s Matters, Issues and Questions** – Cllr Winters volunteered to speak on Day 2 regarding Flood Risk and Water Management. It was proposed by Cllr GH Taylor and seconded by DP Parson.
Resolved that Cllr KO Winters would attend and represent the parish council at the East Cambridgeshire Local Plan Examination Stage 2 Hearing on Day 2 regarding to Flood Risk and Water Management. The Clerk would register Cllr Winters to attend.

64/18 HIGHWAYS

1. **Replies re matters reported from previous meetings:**
 - 1.1 **The Hythe (Top Road to Coveney), Lt Downham** – The Police reported including the road and beet pad on its patrols but had not seen any cars there. They will continue to monitor the area.
 2. **To report current matters of concern:**
 - 2.1 **Hare Coursers** – Hare coursers have been seen in the parish, as well as in Isleham and Soham where three men were arrested. The Clerk informed that she was unable to report this on behalf of others, but that people should report it to the police when they see the hare coursers.
 3. **LHI 2018-19 Reduced speed limit in Pymoor – to consider CCC initial feasibility drawing** – CCC proposed to reduce the speed limit to 30 mph everywhere in Pymoor except on Pymoor Lane from No. 21 to The Old Mill. The reason for this area to remain at 40mph was due to criteria, no dwellings to the south of the carriageway, there were too many trees and hedges and no existing point to install a vehicle activated speed signs. Although there is approved planning permission for dwellings on the south side, CCC does not take them into consideration unless development has begun.
Resolved unanimously to accept the feasibility drawing as proposed by CCC and to confirm the request of actual speed signs rather than smile/thank you signs.

65/18 CORRESPONDENCE – for information only

1. **CCC Principal Enforcement and Monitoring Officer - Action against landowner for importation of waste at First Drove and Black Bank** – Noted.

66/18 REQUEST OF ITEMS FOR FUTURE CONSIDERATION

1. Cemetery update
2. CAPALC AGM and membership for 2019/20

There being no further business, the meeting was closed at 8.20 pm.

Signed (Chairman) Date