I HEREBY GIVE YOU NOTICE

A meeting of Little Downham Parish Council will be held on Thursday 8th October 2022 commencing at 7.30pm at Pymoor Social Club, Pymoor.

Members of the press & public are welcome!

AGENDA

1	102/22	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1)) Cllr Kevin Hills & Cllr John Barker – apologies already sent.
2	103/22	**To record any declarations of interest:** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
3	104/22	**Minutes of previous Meetings** LGA 1972, sch 12, para 41 - To approve the Minutes of the meeting held on 1st September 2022.
4	105/22	**Public Participation –** *To adjourn the meeting to hear from residents present to a maximum of 10 minutes and Councillors that have declared prejudicial interests, to address the meeting in relation to items on this agenda. Subsequently, the meeting may be interrupted at the Chairman's discretion for public comments relating to a specific item.*
5	106/22	**Finance:** i) To consider the monthly payments schedule as presented. This will be presented on the day of the meeting to allow for all payments to be included up to that date.
6	107/22	**County and District Councillor Reports:** i) County Councillor Report ii) District Councillor Report
7	108/22	**Clerks Report:** To consider the report and respond to any requests made. Report attached.
8	109/22	**Planning Applications/Decisions/Appeals:** To consider and comment on new applications, amendments or appeals received. To note any decisions made or discuss any notice of pre-application stage proposals. List below.
9	110/22	**Council Matters** i) To consider a request for hiring Myles Meadow and Holt Meadow for grazing horses. ii) To consider a request for Council support for installing the Christmas Tree at Little Downham and decorating the tree safely.
10	111/22	**Parish Council Land and Assets** i) All Weather Court Refurbishment – update on planned works, unforeseen works and consider commissioning a consultant's report. ii) Basketball Court Update iii) To consider costs for repairing safety surfaces at LD Play Area – information to follow.
11	112/22	**Parish Matters** i) Pymoor Village Sign – update on quote process ii) CCC Transport Strategies Consultation – to note and consider commenting.
12	113/22	**Highways Matters** i) LHI Scheme, B4114 – update on solar studs' installation along Ely Road.
13	114/22	**Ouse Washes:** Rolling item to update and inform Council when updates are available.
14	115/22	**Internal Drainage Board:** (i) To discuss the IDBs proposed works along Hurst Lane. Information to follow.

		(ii) Consider request the IDB install marker boards – deferred from September meeting.
16	116/22	**Warm Hub Initiative:** To update Members on the position of the scheme and next steps required.
17	117/22	**Matters to Share or Inform the Next Meeting:** Verbal only, no decisions can be made.
18	118/22	**To confirm the date of the next Meeting** Full Council – 3rd November 2022 – Pymoor Social Club, Pymoor. **Please see the website for meeting location details www.littledownham.net** **Press and Public Welcome**
19	119/22	**Close of Meeting**

SUPPORTING DOCUMENTS

Item: 104/22

DRAFT Minutes of the Full Council Meeting held at Pymoor Social Club, Thursday 1st September 2022 7.30pm.

Present: Councillors
D Parson (Chairman)
R. Maxey A. Martin
G. Taylor K Hills
A Butcher P. Spofforth
J. Waters

In attendance: Kate Palmer (Clerk to the Council) and County Councillor Lorna Dupre

1	083/22	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1)) Cllr M Taylor and Cllr J Barker - No apologies were received from Cllr Winters
2	084/22	**To record any declarations of interest:** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations). **Cllr Hills –** declared a personal interest in Planning Application 22/00631/FUL.
3	085/22	**Minutes of previous Meetings** LGA 1972, sch 12, para 41 **(i)** To approve the Minutes of the meeting held on 9th June 2022 **(ii)** To approve the Minutes of the meeting held on 7th July 2022. **RESOLVED** to accept the minutes of the meeting as presented.
4	086/22	**Public Participation –** *To adjourn the meeting to hear from residents present to a maximum of 10 minutes and Councillors that have declared prejudicial interests, to address the meeting in relation to items on this agenda. Subsequently, the meeting may be interrupted at the Chairman's discretion for public comments relating to a specific item.* **None present.**
5	087/22	**Finance:** ii) To consider the monthly payments schedule as presented. **RESOLVED** to accept the payments schedule as presented.
6	088/22	**County and District Councillor Reports:** Cllr Dupre gave her report. Cllr Maxey shared an observation on the LHI scheme's new process and spoke on the Greater Cambridge Partnership transport scheme and asked how residents of Little Downham and Pymoor would access the city via public transport.. The GCP are intending to hold a public consultation later in the year which will be open for a significant amount of time. The GCP have a website residents can monitor. Cllr Butcher asked if the Environment Agency has given CCC new information regarding digging by the river. Cllr Dupre has not. Also, on the Welney Barrier the lowest point was on mid-level bank and is now on the South level bank. There's been no conversation on when the South side will be supported in the same way. Cllr Dupre to query this. Also, where is the new Reservoir location to be. This has not been confirmed but discussions will take place this month then a public consultation. Also, the EA are due to start this year's dredging, what steps are they taking to ensure last years issue does not occur again. Cllr Spofforth questioned if no new development could take place until an independent review takes place of damage to riverbed. Also, what other measures were considered before CCC agreed to

		support Warm Hubs? Cllr Dupre advised of some schemes to support residents, these include solar installation, loft insulation. Cllr Waters queried how CCC thought it was appropriate to charge residents a congestion tax to drive into Cambridge given the concern around fuel and food poverty. Cllr Martin advised he has reported dangerous metal on Fifth Head Drove. iii) District Councillor Report – Not present.
7	089/22	**Clerks Report:** To consider the report and respond to any requests made. Report attached. Members considered the issues raised on the report and clear direction on moving forward on certain projects. Cllr Spofforth asked Members to consider waiving the cost of the broken window. Members discussed the pros and cons and agreed to offer some free sessions on the MUGA as a thank you for their honesty.
8	090/22	**Planning Applications/Decisions/Appeals:** To consider and comment on new applications, amendments or appeals received. To note any decisions made or discuss any notice of pre-application stage proposals. **Council discussed all applications presented and gave their comments. On list attached.**
9	091/22	**Council Matters** iii) Request for hiring Myles Meadow for grazing horses – Cllrs & Clerk to meet client. iv) Offer to supply topsoil to the WCFC for use on pitches when required. **RESOLVED** to place some topsoil down the Rec for the FC to use to fill in rabbit holes on the pitch when needed. v) Request for feedback regarding works along Footpath 51 – details attached. **RESOLVED** to support the proposal from CCC. vi) To consider purchasing a cordless pressure washer for the handyman. – deferred to next meeting.
10	092/22	**Parish Council Land and Assets** iv) All Weather Court Refurbishment – works due to start in next two weeks. v) To discuss the cost of a new gate on the AWC for maintenance access. – defer to next meeting. vi) Basketball Court Update – No update currently vii) Tree Survey – To consider the survey recently undertaken and agree any works required or advised. (Report attached). – **RESOLVED** to get a quote for ALL works and include the trees at Townsends & Bield Drove which were not included. viii) Play Area Annual Inspections - To consider the report provided and agree any works required or advised. – Clerk to get a quote on all risks raised at 8 rating and above being medium and high risk. Separate quotes for each play area and itemised.
11	093/22	**Parish Matters** iii) Pymoor Village Sign – update on quote process
12	094/22	**Highways Matters** ii) LHI Scheme, B4114 – no response from CCC yet but the Clerk and Cllr Dupre were chasing.
13	095/22	**Ouse Washes:** As per CCC report.
14	096/22	**Internal Drainage Board:** (iii) To request the IDB to put height boards up and ask for funding from CCC. – Defer to next meeting.
15	097/22	**To consider the 5 key areas of addressing Climate Change in the Parish** – Cllr Maxey detailed the 5 key areas and asked Council if they wanted to adopt them as a statement of intent. Members discussed the points; a vote was taken which was tied. The Chairmans vote moved the proposal to 5 against, 4 in favour and the proposal was not accepted.
16	098/22	**Fuel Poverty Subsidy:** To consider supporting village facilities to offer a warm place in winter. Clerk to investigate how the PC can support the provision of a Warm Hub.
17	099/22	**Matters to Share or Inform the Next Meeting:**
18	100/22	**To confirm the date of the next Meeting** Full Council – 6th October 2022 – Pymoor Social Club, Pymoor. **Please see the website for meeting location details www.littledownham.net** **Press and Public Welcome**
19	101/22	**Close of Meeting –** 21:59

Item 106/22
Information to follow.

Item 108/22 - Clerks Report - October 2022

1) The new benches for the conservation area and Pymoor play area are now in situ and are well received. Thanks go to the handyman, Cllr Barker and Cllr Parson for their support and manpower to get them built and put in their allocated places.
2) The cost of the broken window in the pavilion has not been repaid. The parent is now working with me to pay in instalments as they have said they are experiencing financial hardship.
3) The wreaths of remembrance for HM Queen Elizabeth were well received by residents as was the book of remembrance that was placed in the foyer of the Village Hall. I have thanked the VH Committee for their support in allowing that space to be used.
4) The MUGA has taken a lot of time given the seriousness of the situation. I am grateful for all the support and help I, and Council, have had from the FA who are working closely with me to see if more funding can be sourced.
5) I have been doing a lot of work on the finances and been getting a lot of support from SCRIBE to get the accounts in a position to close 2021/22 and give up-to-date figures for 2022/23 and prepare the budget for 2023/24 accounts. As Council know this has not been helped by not having access to all the bank accounts still but this is slowly being resolved.
6) I have had an excellent tour of the PCs open spaces from Cllr Maxey. I think there is more to learn but this has helped my understanding and knowledge of the Council's assets hugely. I am grateful for his time and knowledge that he so willingly shared.
7) I met with Cllrs Maxey and Mark Taylor to liaise with the IDB about their planned urgent works along the North of the LNR. It was interesting and helpful to understand the system more and then appreciate the level of work required to free up the ditches. This will be presented to Council as part of the main meeting. Thanks again to Cllr Maxey and Cllr Mark Taylor for their time and support in joining me at that meeting and their excellent knowledge.
8) I have attended the Book Café Committee meeting and will continue to do so not that I have more time spare to commit to that. Their AGM is coming up soon. I will attend that also. I shall also be visiting the Café more frequently and letting residents know that I am present there should they wish to speak to the Clerk. It would be great if one or two Councillors would also be present as it is such a local hub and I am sure residents would appreciate it.

Item 109/22:
Confidential Pre-Application Notices – NOT TO BE SHARED WITH ANYONE OUTSIDE OF THE PARISH COUNCIL
One application to be discussed confidentially.

Planning Applications
22/01120/FUL - 56 Main Street Pymoor - Construction of single storey rear extension.
22/00843/FUL – 31 Cannon Street, Little Downham - Proposed rear extension and internal alterations.
22/00893/FUL - Holly Tree Cottage 96 Main Street Little Downham - Single storey rear extension.
22/01038/FUL - 1 Matthew Wren Close Little Downham - Proposed conversion of the existing 2no. domestic outbuildings from a microbrewery (B2 use class) back to residential use. The outbuildings
combined have a floor area of c.15 square metres.

Planning Decisions
22/00855/FU – 4 Main Street, Pymoor - Demolition of single storey side extension and construction of new 2-storey side extension, plus installation of photovoltaic array. **APPROVED**
22/00631/FUL – 9a Townsend, Little Downham - Render existing garage and extend roof overhang - **APPROVED**

Amendments
21/01156/FUL - Alpaca Lifestyle Farm First Drove Little Downham - Application for the continued occupation of a temporary residential building - An amended plan/additional information has been received for this application. The amendment involves "A reduction in the red line of the site to include only the mobile home and associated structures". An amendment to the proposal description now reads: "Application for the continued occupation of a temporary residential building".