I HEREBY GIVE YOU NOTICE

A meeting of Little Downham Parish Council will be held on Thursday 1st September 2022 commencing at 7.30pm at Pymoor Social Club, Pymoor.

Members of the press & public are welcome!

AGENDA

1	083/22	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1))
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)
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
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.*
5	087/22	**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	088/22	**County and District Councillor Reports:** i) County Councillor Report – August Report attached ii) District Councillor Report – August Report attached
7	089/22	**Clerks Report:** To consider the report and respond to any requests made. Report attached.
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. List attached
9	091/22	**Council Matters** i) Request for hiring Myles Meadow for grazing horses – Update ii) Offer to supply topsoil to the WCFC for use on pitches when required. iii) Request for feedback regarding works along Footpath 51 – details attached iv) To consider purchasing a cordless pressure washer for the handyman.
10	092/22	**Parish Council Land and Assets** i) All Weather Court Refurbishment – update on planned works. ii) To discuss the cost of a new gate on the AWC for maintenance access. iii) Basketball Court Update – No update currently iv) Tree Survey – To consider the survey recently undertaken and agree any works required or advised. (Report attached). v) Play Area Annual Inspections - To consider the report provided and agree any works required or advised.
11	093/22	**Parish Matters** i) Pymoor Village Sign – update on quote process
12	094/22	**Highways Matters** i) LHI Scheme, B4114 – update
13	095/22	**Ouse Washes:** Rolling item to update and inform Council when updates are available.

14	096/22	**Internal Drainage Board:** (i) To request the IDB to put height boards up and ask for funding from CCC.
15	097/22	**To consider the 5 key areas of addressing Climate Change in the Parish –** Members to discuss the areas where the Council can support climate change.
16	098/22	**Fuel Poverty Subsidy:** To consider supporting village facilities to offer a warm place to be throughout the winter.
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**

SUPPORTING DOCUMENTS

Item: 085/22(i)
Minutes of the Full Council Meeting held at Pymoor Social Club, Thursday 9th June 2022 7.30pm.

Councillors present: Cllrs D Parson (Chairman), J Barker, R. Maxey, P. Spofforth, G. Taylor, O. Winters, K Hills, A Butcher
Parish Clerk: Ms K Palmer, Clerk to the Council
Other attendees: 32 members of the public

The Chairman welcomed everyone to the meeting and read a short statement to members of the public present that Council was aware of the matter relating to Willow Farm and a licensing application for an entertainment licence. It was confirmed that residents present could comment during the public participation section of the meeting. The Chairman agreed to bring the public participation session forward to the start of the meeting.

1	042/22	**Apologies for Absence:** Mark Taylor – accepted.
2	043/22	**Declarations of Interest:** Cllr Taylor – Prejudicial Interest – Willow Farm Cllr Parson – Personal Interest – Willow Farm
3	044/22	**Minutes of Last Meeting** – To consider the Minutes of the meeting held on 5th May 2022. RESOLVED to aceept the minutes – P – RM S – KH Peter Abstained Owen Abstained
4	045/22	**Election of Vice Chair for Municipal Year 2022/23** DP nominated RM, GT seconded – Cllr Maxey was honoured to accept.All in favour except Owen.
5	046/22	**To meet with James Hobson from ECDC Ref: Chettisham Meadow and fly tipping.** Mr Hobson spoke to Council about the problem with fly tipping at the meadow. In CCC it is at 5-year low given efforts to ensure waste disposal facilities in the area are improved. However, this site is quite badly impacted and asked Council if they could see a way to move a CCTV camera from the Recreation Ground to the Meadow entrance with signage or install a gate as a barrier. Members discussed the options and aired concerns about a gate. There were also concerns about the cost of a CCTV camera and monitoring being a burden on the PC's budget. Cllr Maxey proposed this be on the agenda for the next meeting, talk to CCC for the cost of the gate and a camera. GT seconded the proposal. All in favour.
6	047/22	**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.* MOP – If a marquee went up would they need planning permission as it's not a permanent structure? If a licence was agreed would that lead to further licenses being issued? MOP – works early mornings and is concerned that late night music will affect his ability to work safely. MOP – lives close to the site and is very concerned about disturbance from noise and disruption and the impact to the quality of life.

		MOP – why was it a surprise to everyone? MOP – can it be logged that lots of residents attended the meeting and asked that it go on social media to warn other residents throughout both villages and encourage them to have their say.
7	048/22	**Finance:** ii) To consider the monthly payments schedule as presented. P – RM S – GT All in favour except Owen. Request to know the reserves. iii) To consider a request for grant funding from CamSar. P to give them £300 by KH, Seconded by AB – all in favour. iv) To approve the accounts for 2021/22 – deferred to the next meeting.
8	049/22	**County and District Councillor Reports:** iii) County Councillor Report – Cllr Dupre invited Cllrs questions. Cllr Butcher asked her what her response was to the EA letter received about the 100-foot bank. She was of the view that there needs to be a continued and persistent approach to dealing with this matter. There is hope that DEFRA will step in and support the case against the EA. Cllr Butcher was concerned about the length of time taken to get this far. Cllr Winters advised that he had attended the recent IDB meeting and had been informed that the EA are drilling down 40 feet into the river. Cllr Parson advised this had already been reported. Cllr Winters stated that a no-confidence vote in the EA was needed from all agencies involved. Cllr Barker asked if DEFRA were the highest body who could be involved? Cllr Dupre advised the Office of Environmental Protection have been kept in the loop but not yet been invited to intervene. Cllr Spofforth asked if the EA was a government department? LD advised it isn't but is a government body that comes under DEFRA. iv) District Councillor Report – Cllr Bailey was not present.
9	050/22	**Clerks Report:** The Clerk advised the FA grant application was due to be considered by the end of the week.
10	051/22	**Planning Applications/Decisions/Appeals:** Please see list below with responses from Council.
11	052/22	**Council Matters** v) Request to deploy a CCTV camera to Chettisham Meadow for ECDC
12	053/22	**Parish Council Land and Assets** vi) All Weather Court Refurbishment – update. vii) Basketball Court Update - viii) Tree Survey – in process ix) Play Area Safety Inspections – To consider the quote from D. Bracey for £156.00 to inspect both play areas and the MUGA. P – AB, S – RM – all in favour. OW abstained.
13	054/22	**Parish Matters** ii) Pymoor Village Sign –
14	055/22	**Highways Matters** ii) Black Bank Road – The Clerk advised this is not being put forward by CCC anymore. Clerk to NFA. iii) LHI Scheme, B4114 – update
15	056/22	**Ouse Washes:** Rolling item to update and inform Council. – Cllr Butcher advised that there is a meeting tomorrow with interested parties to discuss the EA investigation.
16	057/22	**Internal Drainage Board:** Rolling item to update and inform Council. See County Cllrs report.
17	058/22	**Review and Adopt LDPC Co-Option Policy** Page 1, Para 2 – Dorset. Appendices. P – PS S – RM – subject to amendments. OW abstained.
18	059/22	**Matters to Share or Inform the Next Meeting:** July Agenda – Ross's application – Clerk to ask ECDC what representation the PC can make. Year End accounts Clerks mobile phone Cleaning the play area in Pymoor – Clerk to write to Social Club New Benches – Clerk to order them and have them delivered to Long Farm to be assembled and positioned in the new places. Cllr Butcher asked for a discount. Letter from ECDC climate action network requesting PCs to discuss 5 key things. Social Club payments

		Village Hall representative for the PC. – TO consider putting Owen Winters on.
19	060/22	**Date of Next Meeting –** Annual Meeting of the Parish – 27th June 2022, Little Downham Village Hall July Full Council – 7th July 2022 – Pymoor Social Club **Please see the website for meeting location details www.littledownham.net** **Press and Public Welcome**

Meeting Closed at 21:46

Item 085/22(ii):

Minutes of Full Council Meeting held on Thursday 7th July 2022 at 19:30 in Pymoor Social Club

Present: Councillors
D Parson (Chairman)
J Barker R. Maxey
G. Taylor K Hills
A Butcher O Winters

In attendance: Kate Palmer (Clerk to the Council)

1	061/22	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1)) Cllr M Taylor, Cllr P Spofforth - accepted
2	062/22	**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) None received
3	063/22	**To approve the Minutes of the meeting held on 9th June 2022.** LGA 1972, Sch 12, para 41 Deferred to next meeting as no-one had received the minutes due to admin error.
4	064/22	**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 residents present. 1 MOP – advised their neighbouring properties had no access to internet and were very concerned by the application for Willow Farm. No consultation took place which caused a lot of alarm. Reports in the media were very different and therefore confusing to know what was happening and caused fear. Could residents be made aware in an inclusive way so important information was cascaded appropriately. The Chairman responded. Cllr Dupre commented. Cllr Maxey responded.
5	065/22	**To discuss the application for a music licence at Willow Farm and hear from residents** No decision can be made as Little Downham Parish Council is not a consultee in licensing applications but this is a space for residents to voice their concerns to Council. Cllr Parson stated Council was aware of the application. Cllr Maxey advised the Hearing date could be made more public.
6	066/22	**To receive and consider written applications for the office of Parish Councillor and to co-opt two candidates to fill the vacancies of Little Downham Parish Council.** Council voted using the preferential voting system. The candidates with the most votes in two rounds of voting were recorded as follows: Joanne Waters – 6 votes to 1. Anthony Martin – 5 votes to 2. **RESOLVED to appoint Joanne Waters and Anthony Martin to the office of Councillor for Little Downham Parish Council.**
7	067/22	**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. **RESOLVED to accept the schedule as presented.**
8	068/22	**To hear from the County and District Councillors.** Cllr Dupre gave a verbal report. Cllr Butcher asked what net zero meant. Cllr Winters asked for performance data and where allocated funding would go for conservation and flooding. Cllr Butcher asked if some of the funding for flooding could be allocated to Little Downham and Pymoor for level monitoring.
9	069/22	**To note the Clerks Report –** this was noted.
10	070/22	**Planning Applications/Decisions/Appeals:** List attached
11	071/22	**Council Matters** vi) To consider a request for hiring Myles Meadow for grazing horses. – members discussed the proposal in detail. Members were in favour subject to completing their due diligence and ensuring PLI is present as public use the footpath. The Clerk to ensure the paperwork

		is in place and get full details of proposed fencing with input from Cllr Barker, Maxey and Butcher. **RESOLVED** to agree to the use of the field for grazing subject to due diligence. vii) Letter of thanks from CAMSAR – the letter was noted. **Cllr Maxey left the meeting at 8.56pm**. **Cllr Parson suspended the meeting until 21.00.**
12	072/22	**Parish Council Land and Assets** x) All Weather Court Refurbishment – The Clerk advised the work was scheduled for mid-September, or sooner if possible. xi) Basketball Court Update – deferred to next meeting. xii) Tree Survey – To consider the quotes received for the survey and appoint a contractor. **RESOLVED to appoint Simon Stevenson by 6 votes to 1.**
13	073/22	**Parish Matters** iii) Pymoor Village Sign – update on quote process and refurbishment.
14	074/22	**Highways Matters** iv) LHI Scheme, B4114 – no further update.
15	075/22	**Ouse Washes:** Cllr Butcher was liaising with other organisations to pursue answers.
16	076/22	**Internal Drainage Board:** No meetings to inform/advise.
17	077/22	**To consider the 5 key areas of addressing Climate Change in the Parish –** Members to discuss any areas where the Council can support reducing the effects of climate change. (Attached) – defer to the next meeting.
18	078/22	**Matters to Share or Inform the Next Meeting:** AB – Request to Lorna Dupre for funding for IDB to purchase height boards. KH – Consider new gate to MUGA JB – Recreation Ground hedge
19	079/22	**To Resolve to exclude members of the press and public –** to agree that agenda item 061/22 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted under Public Bodies (Admissions to Meetings) Act 1960. **RESOLVED to close the meeting to the public.**
20	080/22	**CONFIDENTIAL** 1) To receive the Minutes of the Personnel Committee meeting and consider the recommendations contained within it. **RESOLVED to accept the recommendations of the Personnel Committee 6 votes to 1.** 2) To discuss the use of the LD Recreation Ground. **RESOLVED to buy a set of goal nets if required to ease hire of pitches.**
21	081/22	**To confirm the date of the next Meeting:** Full Council – 1st September 2022 – Pymoor Social Club, Pymoor. **Please see the website for meeting location details www.littledownham.net**.
22	082/22	**Close of Meeting:** 21:39

Item 089/22:

Clerks Report – September 2022

1) So far 3 contractors have declined to repair it but one of them has agreed to make a completely new sign for Pymoor. It is worth noting this will be considerably less than refurbishing the existing one.
2) The new benches for the conservation area and Pymoor play area need to be installed asap. This was left with the Handyman and Cllr Parson to arrange but hasn't yet happened. I will chase this up.
3) The new Astroturf will be installed this month but no date has been confirmed yet. I shall update you when I know.
4) At the time of writing, I will be meeting with the contractor next week to arrange cutting back a tree at the entrance to the Recreation Ground which will allow access to the All-Weather Court for the contractors high sided vehicles.
5) I have been in contact with the landowner who adjoins the Recreation Ground in Little Downham. He intends to cut the hedge back on both sides later this month and will be in contact with me to arrange an exact day.
6) I met with the Football Club this week to prepare for the season ahead. This was a worthwhile meeting and everyone reached agreement/resolution on issues presented. I intend to hold a similar meeting with the Cricket Team.
7) The adult football team that was going to book the Recreation Ground for the 2022/23 season have decided to move elsewhere. This relates to some of the issues discussed above.

8) I have not purchased new goal nets because WCFC have said they will donate some to the PC for when we want to hire out the pitches. They have stated they own all the goals on the Recreation Ground but have no problem with us using them for hirers.
9) I am applying for grants to see if we can get funding for new play equipment at Pymoor and new floodlights for LD Rec.
10) I have finally received a bank statement from Barclays which shows they have updated the mandate. I am not awaiting online access. I will need a Cllr willing to also access the online banking to co-approve any online payments I make.

Item 090/22:

Planning Applications

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

Planning Decisions

21/01846/FUL - Proposed extension and change of use of an agricultural building to form one new self-build dwelling, and associated works - Poplar Tree Farm 9 Straight Furlong Pymoor – **APPROVED**
22/00011/FUL – Replacement dwelling – The Cottage, Hundred Foot Bank, Pymoor – **APPROVED**
22/00447/FUL – Single storey rear extension – 6 Holme Lane, Little Downham – **APPROVED**
22/00529/FUL – Construction of rear extension with mezzanine floor, revised scheme of previously approved 21/01405/FUL. – Paddock Lodge, 2A Blank Bank Road, Little Downham – **APPROVED**
22/00514/FUL – Construction of single storey rear extension – 33 Main Street, Pymoor – **APPROVED**
22/00496/FUL – Erection of one holiday lodge – 43 Ely Road, Little Downham – **APPROVED**

Amendments

22/00853/VAR - Variation of condition3 (Materials) of previously approved 21/00909/FUL- proposed erection of two residential dwellings and associated works - Land SE Of 7 Cannon St, Little Downham

Item 091/22:

Email from CCC officer**.** *Dear Kate, I am considering the potential of appointing a contractor to face back and open up the overhanging vegetation along Downham Footpath 51, this winter. (Between points A & B on the attached map). I have already contacted Mr Musgrove, to cut back the section of hedge he is responsible for between point B & C. Before I do so, I would like to seek the views of the Parish Council about this work being carried out?*

Item 097/22:

Recently at the East Cambridgeshire Parish Council conference on 3rd of May 2022 our Group's Co-Chair, Jethro Gauld, presented our five climate asks for Parish Councils in response to the climate emergency. The presentation from the conference is attached.

We are following up with you to see if you and the parish you represent are willing to sign up to act on these asks so that as a district, we can play our part in decarbonising the UK economy. Many of these asks, if implemented, will also help reduce our reliance on expensive and damaging fossil fuels while offering opportunities for residents to reduce their fuel bills. To recap, our five climate asks were:

1) **Declare a climate emergency**. We can only act upon a problem if we acknowledge that a problem exists.

2) **Work with us to help improve electric vehicle charging infrastructure locally.** While not the whole solution to de-carbonising transport, in a rural area like ours cars will continue to play a role in the transport system so it is vital that we electrify those vehicles so they can run on renewable electricity. Within our group there are experts on all things cleantech who are willing to offer parish councils some free advice on how to go about installing more charging points and the appropriate funding model to do so whether this be private investment, crowdfunded community chargers or funded through grant money from central government or the energy saving trust.

3) **Redraft neighbourhood plans to encourage community renewable energy developments like wind and solar schemes, support active travel and place new requirements on landlords and developers to improve energy efficiency.** Cornwall county council have done some work on this which may be a useful starting point: https://www.cornwall.gov.uk/media/gx5pmhay/neighbourhood-planning-in-a-climate-emergency.pdf.

4) **Publicly state support for divestment from fossil fuels.** While Parish councils have no direct say over how public authority pension schemes are invested, publicly stating support for divesting these funds erodes the social license of fossil fuel companies to operate. Nationally local authority pension funds hold over £10bn in fossil fuel investments. More locally, Cambridgeshire and Peterborough local authority pension fund currently holds £56m, while this is a reduction on previous sums it is important that we keep the pressure on to ensure our pensions aren't funding climate breakdown.

5) **Support and Facilitate Widllife Conservation and Ecosystem Restoration locally.** This can be as simple as helping advertise existing schemes like No Mow May or Hedgehog Street to encourage residents to participate. The next step up would be to open up any unused land to local nature or community groups to create a wildlife garden or other space for nature. Perhaps your parish could act as the conduit through which wildlife charities and local landowners can find common ground to create spaces for nature.

The recent rebuke by the Secretary General of the UN to governments around the world is an urgent reminder that action is required to halt our fast track to climate disaster and an unliveable world. As he said, leaders must lead. This is a world problem that needs to be addressed at all levels and the possibilities are great if action is taken by you as leaders within your parishes. Increasingly councils will be held to account on climate breakdown and implementing these asks will be clear evidence of responsible choices by your parish.

If you'd like to know more about our five climate asks, please do respond to this email and let us know how we can help you implement them. #ChangeWithUs.

Yours sincerely,

Jethro Gauld
On Behalf of EastCambs CAN