I HEREBY GIVE YOU NOTICE
A meeting of the Little Downham Parish Council will take place on Thursday 7th September 2023 commencing at 7.30pm in Pymoor Social Club

Members of the press & public are welcome!

AGENDA

1	119/23	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1))
2	120/23	**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	121/23	**Minutes of previous Meetings:** LGA 1972, sch 12, para 41
4	122/23	**Public Participation Session**
5	123/23	**District and County Councillors Reports:** i) County Councillor Report ii) District Councillor Report
6	124/23	**Finance:** **i)** To approve the monthly payment schedule as presented. *A list will be sent nearer the meeting to ensure as many payments as possible are included to avoid delays.*
7	125/23	**Clerks Report:** Attached
8	126/23	**Planning Applications/Decisions/Appeals:** List with comments below.
9	127/23	**Council Matters:** i) Update on Cllr Maxey
10	128/23	**Parish Council Land and Assets:** i) To update members on the insurance claim for the sports pavilion. ii) To update members on the insurance claim for the overhead barrier. iii) To update members on the insurance claim for the tree strike iv) To update members on work to the MUGA. v) Request to buy some new football goal nets for Pymoor Recreation Ground.
11	129/23	**Parish Matters:** i) Request from MOP relating to community planning for sustainable homes. ii) Request from Cllr Steve Count for support to lobby CCC (see below)
12	130/23	**Highways Matters:**
13	131/23	**Ouse Washes/IDB:** i) To update Members on recent meetings attended, if any. ii) To confirm Council's confidence in nominating Cllr Butcher to the IDB.
14	132/23	**Matters to Share or Inform the Next Meeting:** Verbal only, no decisions can be made.
15	133/23	**To confirm the date of the next Meeting** **Full Council** – 5th October 2023. Little Downham Book Café
16	134/23	**Close of Meeting**

SUPPORTING INFORMATION

Item No. 121/33 – Minutes of Council meeting held on 6th July 2023 in Pymoor Social Club

In attendance:
Cllrs D. Parson R. Maxey
J. Waters C. Scott
P. Spofforth A. Butcher
F. Waddelow G. Taylor
P. Travers

Also in attendance: K. Palmer, Clerk to the Council
Representatives from Cambridgeshire ACRE and Accent Housing.
Cllr Anna Bailey, ECDC
Cllr Lorna Dupre, CCC

1	102/23	**To receive and accept Apologies for Absence:** (LGA 1972 s85 (1)) None.
2	103/23	**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.
3	104/23	**Minutes of previous Meetings:** LGA 1972, sch 12, para 41 **RESOLVED** to accept the Minutes of the June Meeting. P – JW, S - CS
4	105/23	**Presentation from Accent Housing and ACRE on Potential Housing Development in Ely Road with Q&A.**
5	106/23	**Public Participation Session** Q1 – Who asked ACRE to initiate the survey and at what point was the survey undertaken? Response: they /believed the survey was undertaken before the application was undertaken. Q2 - The Parish hasn't requested the survey so why do it? Response: ECDC are happy for it to be done. Q3 - believes the development weren't driven by the HNS but by the landowner. Response: The number of homes being provided is the number dictated by the Housing Needs Survey. ECDC supports the findings of the HNS. Q4 – resident is in favour of brownfield site use, not greenfield. Q5 – 8 people were not on the LA Housing List; were they part of the need or an addition to boost numbers of properties? Q6 – the survey wasn't clear in informing residents who had produced it. Q7 – What about the infrastructure? Response: S106 funds can be given to the LA for community needs. Q8 - Did you ask residents if they wanted affordable housing? Response: all those who live there will need a local connection to live in the properties so it houses local people already in the area to live in the community they are connected to. Q9 – why did you need a survey to work out the need? Response: to find out local connections. Q10 – who builds the housing? Response: ACCENT do, not for profit, but with grants from Government. Q11 – Are all properties rented? Response: 70% are rented, the rent is capped at housing allowance rent which means rent can't go above the maximum Housing Benefit rate. Q12 – Will the housing have solar panels, ground source heat pump. Response: Accent have not used a GSHP before, they are not leaders in that field but the homes achieve the EPC with groundwork and PV panels. Q13 – what happens to the site if ACCENT folds after the development? Response: Housing Associations are rated by governance and viability performance. ACCENT is audited by Homes England who step in and get another Housing Association to take over if their performance drops to a certain level.
6	107/23	**District and County Councillors Reports:** iii) County Councillor Lorna Dupre gave her report. iv) District Councillor Anna Bailey gave her report. – ECDC has not endorsed the Rural Exception Site but they were liaised with by ACRE. Had undertaken a survey in LD about the RES and got a balance of views but the majority wanted local housing for local people. Has tasked planning officers to liaise with ACCENT on housing that has a S106 condition ensuring local people get the homes. Results back on GCP proposal for a congestion charge, 70% supported an improved bus network, 58% didn't support a charge to pay for it. GCP has tasked officers to consider alternatives to the model. The mayor is considering many alternatives that are as restrictive and ECDC does not support any of them. The proposal for road charging is unexpected and does not have public support. Cllr Butcher asked Cllr Dupre if she supported the congestion charge. Cllr Dupre responded she was concerned about the public transport situation which is dire and needs to be changed but did not support the initial proposal. GP services need support, some money has been given to St Mary's surgery which has increased footfall. The new Environment Plan aims to reach Net Zero by 2035. Black Wheelie bins are being introduced in the next year.
7	108/23	**Finance:** **ii)** To approve the monthly payment schedule as presented. *A list will be sent nearer the meeting to ensure as many payments as possible are included to avoid delays.*

		RESOLVED to accept the payments schedule as presented.
8	109/23	**Clerks Report:** The Clerk gave Members a verbal report on recent project updates and matters. Cllr Travers thanked the Clerk for her patience and detail during recent challenges relating to the MUGA work and discussions. The chairman concurred.
9	110/23	**Planning Applications/Decisions/Appeals:** List with comments below. **Applications** **23/00533/FUL** - Change of use from a non-residential school to a residential dwelling - The Cottage, Four Balls Farm, Hundred Foot Bank, Pymoor. **SUPPORT** **Planning Amendments** **21/01157/FUL** – Non-material amendment to previously approved application for replacement of current stable block with new stable building – Land to South of Caraby, The Hythe, Little Downham. – **NO COMMENT** **23/00416/FUL** - Change of use from agricultural to business for dog exercise/walking field along with associated development - Second Field South of Cannon Street West Fen Drove Little Downham - An amended plan/additional information has been received. The following additional information has been received, in response to the consultation comments received by the Local Highway Authority: A Highway Technical Note - Access Appraisal, including details of access arrangements, visibility splays, car parking layout and surfacing materials. **Planning Decisions** 21/01156/FUL - Application for the continued occupation of a temporary residential building - Alpaca Lifestyle Farm, First Drove, Little Downham - **APPROVED**
10	111/23	**Council Matters:** i) To consider setting up a working party to review the Book Café constitution. Members discussed this in relation to the situation with the Book Café Committee. Cllr Maxey advised the committee is not fit for purpose which the Clerk concurred with. **RESOLVED** Cllr Maxey, Cllr Waddelow & Cllr Taylor to form a Working Party with the Clerk. **ACTION**: The Clerk will arrange the meeting. ii) To consider a funding offer from ACRE for a Community Hub. - Members discussed the funding and its purpose. The funding agreement was agreed to be accepted in the interim period but delegated to the Book Café working party to include as part of their discussions. **RESOLVED** to enter into an agreement with Cambs ACRE to provide a Community Hub. iii) To consider a grant for funding from CAMSAR (application attached) —**RESOLVED** to grant £500.
11	112/23	**Parish Council Land and Assets:** vi) To update members on the insurance claim for the sports pavilion. The Clerk gave a verbal update. vii) To update members on the insurance claim for the overhead barrier. The Clerk gave a verbal update. viii) To update members on work to the MUGA. The Clerk gave a verbal update. ix) To consider the purchase of a new noticeboard for Nature Reserve – Cllr Maxey advised the board wanted is A1 size and more secure than the wooden one in place currently. Conservation Group can pay for it. Members supported the idea.
12	113/23+	**Parish Matters:** iii) Update on Pymoor Sign – this is now complete and in place. iv) Request from MOP relating to community planning for sustainable homes. – Deferred to next meeting.
13	114/23	**Sub-Committee Reports/Recommendations for Full Council:** i) To receive the Minutes from the Recreation Facilities Sub-Committee (attached) and consider the recommendations within it. As no members of the Sub-Committee were present the Minutes could not be moved as accepted. ii) To appoint 2 new members to the Recreation Facilities Sub-Committee – No members came forward and the sub-committee was disbanded. iii) To consider quotes for safety works to LD Play Area and appoint a contractor. Deferred to after the ROSPA inspections for further action.
14	115/23	**Highways Matters:**
15	116/23	**Ouse Washes/IDB:** iii) To update Members on recent meetings attended, if any. No update.
16	117/23	**Matters to Share or Inform the Next Meeting:** Verbal only, no decisions can be made. Cllr emails – IT support
17	118/23	**To confirm the date of the next Meeting** **Full Council** – 7th September 2023. Pymoor Social Club **Please see the website for more details.** www.littledownhamparishcouncil.gov.uk
18	119/23	**Close of Meeting –** 21:43

Item No, 123/23 (i) – County Councillor Report
Attached pdf refers.

Item No. 125/23 - Clerks Report – September 2023

1) Due to Cllr Maxey becoming unwell the Book Café Working Party requires a new Member to make it up to 3. Cllr Maxey will no doubt wish to return when his health returns but this is expected to be some considerable time so it is essential someone else step in to review the constitution.

2) By the time we meet the MUGA will very likely be complete and will soon be ready for hire subject to purchasing some goal posts. Due to a cancellation the company were able to complete ahead of schedule. The next steps are to consider how we operate and maintain this asset to ensure its longevity.

3) I now have two quotes for the work to the pavilion and will submit a grant application for funding for phase 2 of the work to the sports pavilion.

4) The insurance company has been in contact relating to providing a quote for the annual premium. They have requested some minor amendments to support the Council's risk against claim or liability. These are:
   i) Ensure there is adequate loft insulation and all pipework is lagged in pavilion.
   ii) Put reflective tape along the new overhead barrier when it is reinstated.
   iii) Ensure a tree survey is done every 3 years and the work completed as reported.

5) Thank you to Councillors for supporting the issue with Barclays once again. I am hopeful we can get this resolved this time round.

6) The issue with Myles Meadow is pressing. I am working with ECDC planning on the Certificate of Lawfulness that is required to allow grazing of either cattle or horses. Part of the delay is with them and part is with me due to workload from higher priorities and summer recess. I am pushing to have this resolved as soon as possible. In considering another request to graze cattle (goats) I have done some research on how the meadow operates. The meadow is not a public open space like the recreation ground is. It is designated grazing land during the spring and summer months. This will apply to horses too. For the rest of the year, the land is rested. Public access is maintained throughout but at their own risk. The grazing animals take priority.

7) A tree in Bishops Close was reported to me as having fallen branches and at risk of causing accident or injury. After some discussions and research, I was unable to clearly ascertain the ownership of the piece of land the tree sits on but it seems previous PCs have paid for additional trees to be planted and were responsible for the land. CCC were unable to locate records so I took the decision to make it safe whilst this was worked out. CCC have since come back to me with records stating they own the land and are responsible for the trees that are on it. This information has been stored for future reference.

8) The audits are to be submitted late, this is primarily due to workload and although not ideal, is unavoidable given the current issues I am dealing with. It is highly unusual to have an active insurance claim, let alone 3 at the same time. That along with major projects being undertaken has pushed back many other important tasks. I am reviewing the workload as soon as the MUGA is complete and will be aiming to present to Council a business plan for the next few years for their consideration at the budget meeting.

9) I am awaiting a quote from the MUGA installers for a maintenance package for Council to consider so this asset is never left to suffer from lack of care as has previously happened. It is always best to allow this type of asset to be professionally maintained to ensure its warranties and guarantees are upheld.

10) A booking and payments system will be required for the MUGA to operate. I am going to get costs from SCRIBE who supply our accounts package and Lemon has been recommended which the village hall use.

Item 126/23 – Planning Matters

Planning Applications

23/00533/FUL - Change of use from a non-residential school to a residential dwelling - The Cottage, Four Balls Farm, Hundred Foot Bank, Pymoor.

23/00696/FUL - Demolish existing conservatory and replace with single storey rear extension - 5 Acred Close, Little Downham.

23/00693/FUL - Extension to existing annexe - Half Acre, 3A Straight Furlong, Pymoor.

23/00798/LB - To convert existing open barn to bedroom with ensuite and dressing area – Hollyoaks, The Hythe, Little Downham.
23/00829/FUL – To convert existing open barn to bedroom with ensuite and dressing area - Hollyoaks, The Hythe, Little Downham.

23/00603/FUL - Office building following removal of existing outbuilding and demolition of 2no. Romney stores, workshop & old office - Denmark Farm, 3 Straight Furlong, Pymoor.

23/00587/FUL - Single storey front extension, internal alterations, and extension of gravel driveway - The Bungalow, Adventurers Drove, Oxlode Pymoor.

Planning Amendments

23/00426/FUL - Proposed extension above existing outbuilding and garage conversion - 9 Martins Lane Little Downham. An amended plan/additional information has been received for this application for 1.8m obscure glazed balustrade on the north elevation of the balcony.

21/00396/FUM - Redevelopment of Corkers Crisp/Taylor Farms complex - Willow Farm, Pymoor Common Pymoor - An amended plan/additional information has been received for this application on 1st September 2023. The following additional information has been received:
Agent's email dated 21/08/2023.
Product Flow Plan.
Traffic Generation Update.
Block visualisations of the proposed development.
Plans of proposed bike store.
Plans of proposed storage tanks.
The following amended information has been received: - A plan showing the proposed lorry entrance, including amendments to kerb radius.
A plan showing the proposed car park entrance, including amendments to kerb radius.

Agricultural access plan, including vehicle tracking.
Car park access plan, including vehicle tracking and amendments to kerb line.
HGV access plan, including vehicle tracking and amendments to kerb line.
Amendments to the height of the proposed office building.
Locations of rainwater pipes.
A revised Design and Access Statement (with Flood Risk).

Planning Decisions

23/00707/TRE - T1 Badly burnt Oak 2m from dwelling - Fell T2 Oak - Reduce back to previous reduction points on boundary T3 Ash - Reduce back to previous reduction points on boundary T4 Ash - Reduce back to previous reduction points on boundary T5 Silver Birch - Reduce back to boundary 1m T6 Silver Birch - Reduce back to boundary 1m - Windfall House, 105A Main St, LD - **APPROVED**

23/00440/FUL - Single storey extensions to side and rear - 6 Bishops Cl Little Downham – **APPROVED**

23/00297/FUL - Proposed garage conversion, new garage, entrance gates and close boarded timber fence boundary, veranda and material change to bungalow - 15 California, Lt Downham - **APPROVED**

23/00006/VAR - To vary Condition 1 (approved plans) and 13 (obscured glass/non-opening windows) of previously approved 21/00909/FUL for proposed erection of two residential dwellings and associated works (retrospective) - Land Southeast Of 7 Cannon Street, Little Downham - **APPROVED**

23/00383/FUL - Proposed construction of two-storey dwelling and garage following demolition of existing bungalow - 4A Fourth Drove, Little Downham – **APPROVED**

23/00426/FUL - Proposed extension above existing outbuilding and garage conversion - 9 Martins Lane Little Downham. **APPROVED**

23/00802/TRE - T2 Poplar - Reduce crown by up to 4m H1 Leyland Cypress hedge - Reduce height and spread by 2-3m - 97 Main Street, Little Downham. **APPROVED**

23/00533/FUL - Change of use from non-residential school to residential dwelling and addition of 3No. roof lights and 1No. door. - The Cottage, Four Balls Farm, Hundred Foot Bank, Pymoor - **APPROVED**

23/00387/FUL - Single storey side extension - 4 Second Drove, Little Downham – **APPROVED**

Item 129/23 (i)

Attached pdf refers.

Item 129/23 (ii)

Dear Parish clerk and chair,

I am sure you have become aware recently of the dreadful state of our roads, pavements, and cycleways due to weeds. This is entirely due to a change in policy the current joint administration forced through in February of this year. As part of that change, they promised to engage with Parishes and Towns, but we have seen no evidence of that at all. The County Council have stopped all cyclic weedkilling (i.e., annual spraying) as well as spraying before laying new surfaces such as slurry on footpaths. Residents across the county have asked us what we can do about it and we (the Conservative group) will present a motion to full council on October 18th. If you agree that the state of our roads, paths and cycleways are unacceptable and getting worse due to weeds there are two ways you can help.

1. Please sign and circulate this petition, to show those in charge at County Council the will of the people on this matter. This is the link, https://shorturl.at/dkFTZ
2. Please consider writing as a Parish or Town body to object to this current change in policy and ask for a reversal.

Please write in your own words or below is an example template you can use to personalise and alter to fit the wishes of your council as they see fit. At the end are the relevant people and officers you should consider including.

To Cambridgeshire County Council

Please accept this formal objection on behalf of **insert name of council** to the change in weedkilling policy the County Council implemented this year. Our roads, cycleways and footpaths are in a dreadful state due to the explosion of weeds since your policy change. This has an unacceptable detrimental effect on the look, usability, and cost of repair to our highways. Our residents are angry at how you have made our community look. Those who attempt active travel are angry at the state of the weed ridden paths they must dodge. We are deeply concerned at the effect this will have on flash flooding, as gulley's and drains become blocked by weeds. We also are aware of the poisonous danger posed to horses by the rapid increase in Ragwort in our area. As a council we cannot understand the short-sighted financial nature of this decision, as short-term gain will be overshadowed by future repair bills. We are further dismayed that the County Council would implement such a devastating cut to a vital service with no consultation **(or no meaningful consultation)** with our council. This blatant attempt at cost shunting onto our council is unacceptable.

We therefore call on those whose decision this was, the "Joint administration" to reverse their disastrous policy. *
We ask that the chief executive Stephen Moir, takes urgent action to remove weeds across the County. (stephen.moir@cambridgeshire.gov.uk)
We ask that the Chair of Highways, issues a public statement to reverse this dreadful decision and explain the immediate actions the County Council will be taking to address this. (alex.beckett@cambridgeshire.gov.uk)
We ask the monitoring officer to investigate how a major cut to services was allowed take place without engagement with Town and Parish Councils. emma.duncan@cambridgeshire.gov.uk

*(The Joint Administration is a pact between Liberal Democrats, Labour and Independents, please copy in their leaders, lucy.nethsingha@cambridgeshire.gov.uk, elisa.meschini@cambridgeshire.gov.uk, tom.sanderson@cambridgeshire.gov.uk

Steve Count
Councillor for March North