Little Downham Parish Council

Mr Dale Parson
Chair to the Council

Ms K Palmer
Clerk to the Council

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Minutes of the Full Council Meeting held on 16th May 2024 at 7.30pm in the Village Hall

In attendance:

Cllrs D. Parson, G. Taylor, A. Butcher, P. Spofforth, P. Travers, C. Scott, M. Winters

Also in attendance: K. Palmer, Cllr Anna Bailey, Cllr Lorna Dupre and 6 Members of the public

1	**Apologies for Absence** (LGA 1972 s85 (1)) - **RESOLVED** to accept the apologies from Cllr Waters. All in favour.
2	**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 Parish 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 Gail Taylor for the planning application for Corkers Crisps – Pecuniary Interest.
3	**Minutes of Previous Meeting/s**: LGA 1972, sch 12, para 41. To accept the Minutes of Meetings held on the 25th of April 2024. – **RESOLVED** TO accept the Minutes as presented. Cllr Spofforth abstained as he was not present.
4	**Public Participation Session**: Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda and allow any Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. After this session members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total. A resident spoke to Council, representing the cemetery committee. The PC used to give funds to maintain the site each year but they have had a few issues with the PC getting a grant. If the committee does not receive funds it will close. The cemetery is nearly full, so they can apply for re-burial or close it. It is important to guarantee receiving money from the PC but their application has been challenging to process. The cemetery is for anyone in the Parish not just churchgoers and without funds that will cease. Mr Bruce Hobbs gave some history of the cemetery. The only money they receive is from burial fees or legacies. There used to be a door-to-door collection when the committee had 20 volunteers, there is now only 3 volunteers and door collections are not viable. They had a bequeath which ceased PC payments but those funds ran out 4 years ago. The cemetery committee has only enough funds for a few months. MOP – the cemetery should be given funding as a parish asset. The Feoffees has given donations too. MOP – Is a retired vicar, unkept cemeteries cause considerable upset and heartache. If there is an unwillingness to care for the cemetery there will be a lot of upset.
5	**District and County Councillors Reports**: i) County Councillor Report – Cllr Dupre mentioned the Community Together for green energy schemes like the community wind turbine scheme in Gamlingay and a community solar farm in Reach. More projects like that are encouraged. She has asked for East Cambs to be the focus area for CCC. Burwell Green event was very good. Repair Café in Ely on 25th May to repair lots of items. Cambridge Carbon Footprint are running them. Others are happening in Soham and Haddenham. Work on the peat roads is ongoing, they are doing 10 roads but has 150 to do. Quality of Life survey is being repeated and is online. Doesn't agree that the 20mph is not happening, sees many people adhering to the new

		speed. A lot of work was done to advertise it and it is noticeably slower. It takes a bit of effort to do. Cllr Parson asked Cllr Dupre to request data from police on speeding. Cllr Spofforth asked what the key points for reducing the speed were. ii) District Councillor Report – New organisation called offlof – The office of Local Government) for failing Councils. Data has been gathered but isn't easily comparable. The Times analysed the data and ECDC came 2nd in the list. No. 9 bus service has 2 buses operating, is pushing for a 3rd service. Combined Authority transport area submitted a request for East Cambs and has had feedback that the pilot will run across both areas suggested but only with one vehicle. WIP. Ely 20mph limit is very contentious. Had 466 signatures on her petition in 4 weeks and only 195 signatures supported it in the first place. A10 project going out to consultation soon. Dualling/junction upgrades being considered. Option for a busway in the mix with active travel solution. Biodiversity Net Gain is live via Planning Apps. Only DC going out to consultation with Supplementary Planning for better provision for hedgehogs. Was the species most voted for. Has put £ aside for footpath maps for PCs. **TO APPLY FOR** Has spoken with the Cemetery Committee also, the PC does have powers to fund the cemetery but if it were to close the cemetery would pass to ECDC. Thanked the volunteers who do so much work for parish and believes the cemetery is an important asset to the Parish. To have re-burials would preserve the site for another 50-60 years and thinks it is untenable to not have a cemetery in the Parish.
6	**Finance**:	i) To approve the monthly payment schedule for May as presented having already seen the bank balances and checked the invoices. **RESOLVED** to accept the payments as presented. The bank statement was not available for viewing at the meeting. Members can request sight of it at any time. **ii)** To consider an application for grant funding for Lawn Lane Cemetery. – Members discussed items of legal clarity which the Clerk clarified. AB – asked the committee where £ had come from before? The committee responded that it had come from door-to-door collections/donations/PC. DP asked what the burial fees were. SJ responded that out of fees they receive £200 and have expenses to pay out of that. Costs were discussed. When Precepts were set after the door-to-door collections ceased a percentage was added to fund the cemetery. DP – there is a ring-fenced amount for grant applications for the year. GT – how will the £ be found for re-burial. CS – is there an option for offering services instead? The Clerk would have to confirm the legalities on that. DP – how much is the handyman paid? £3.5k per annum. AB – with re-burials is it one area that gets re-used. Bruce advised which area it was. A further discussion was had on re-burials versus acquiring additional land and would be the cheapest option. PT – what do you need? Have asked for £3k and a guarantee for subsequent years. It seems unconscionable to not support the cemetery and allow parishioners to be buried in their parish. DP – Proposed £1800 if the Feoffees match fund. PT – earmark £3k but if Feoffees match fund it won't all be used. Other options were discussed. PT – proposed £3k be donated - withdrawn. **RESOLVED to donate £1800.00 to the cemetery committee.** iii) To consider quotes received for repair to Zip Wire equipment in LD Rec. – **RESOLVED** to accept the quote from Online Playgrounds. iv) To consider quotes received for new signage in LD Rec – **RESOLVED** to appoint Icon Sign Designs to produce the signs. v) To consider a quote for a replacement CCTV camera in Boiler Room. – Not agreed. vi) To approve the monthly Home Working Allowance for the Assistant Clerk – **RESOLVED** to provide a monthly amount of £22.36.
7	**Clerks Report**: Cllr Scott asked various questions about recruitment and personnel matters.Cllr Waters advised that paediatric pads for the pavilion defib need to be ordered	

	and the village hall defib has wires coming out of it that need to be looked at.
8	**Planning Applications:** To consider any applications/decisions/appeals as presented. List Attached **21/01322/FUM** - Erection of 39 affordable dwellings and associated infrastructure - Land Southwest of 14 to 20 Ely Road, Little Downham - An amended plan/additional information has been received for this application. The amendment involves/Additional information received includes. Amendments to the design of the replacement dwelling on Plot 1 to respond to the suggestions of planning committee and local representations.- **SUPPORT** **21/00396/FUM** - Proposal: Redevelopment of Corkers Crisp/Taylor Farms complex - Willow Farm Pymoor Common Pymoor An amended plan/additional information has been received for this application. **1. Updating the biodiversity information** **2. Providing a landscaping plan** **3. Update to Flood Risk and drainage information** **4. Updated noise, lighting and odour reports** **5. Justification for the proposal** Cllr Spofforth raised the matter of smell pollution and shared data he had collected on wind direction and its potential impact on the area. This data was not in full alignment with the data on the report supplied by the applicant via his consultant. **RESOLVED** to support the application by 4 votes to 2. **24/00381/FUL -** Single storey replacement side extension - Sun Dell, Straight Furlong Pymoor. – NO COMMENT **24/00394/VAR -** To Vary Condition 1 (Approved Plans) of previously approved 20/01020/FUL for Proposed chalet style property – Countrylass, Cophall Drove, Little Downham. – NO COMMENT **23/01372/DISA** - To discharge Condition 4 (contamination) 5 (remediation scheme) 6 (remediation scheme implementation) 17 (piling) of decision 23/01372/VAR dated 8 February 2024 for to Vary Condition 1 (approved plans) of previously approved 21/01009/FUL for the demolition of existing detached house, timber shed and removal of container. Erection of new detached dwelling and bin store plus associated hard and soft landscaping - Elm House, Main Drove, Little Downham – **NO COMMENT**
9	**Council Matters**: i) To consider adding the verge along Ely Road/Old Fir Close to the grass cutting schedule. – Lorna Dupre to investigate if it is CCC responsibility.
10	**Parish Council Land and Assets**: i) Update on use of stored pilings at Pymoor Social Club. ii) Update Members on the Pavilion Refurbishment. – The Clerk updated Members.
11	**Parish Matters**:
12	**Highways Matters**:
13	13 **Ouse Washes/IDB/Flooding**: To update Members on recent meetings attended, if any. AB – The mole contractor has been let go of funding for pumps.
14	**Matters to Share or Inform the Next Meeting**: Verbal only, no decisions can be made.
15	**To confirm the date of the next Meeting/s**: 6th June 2024
16	**Close of Meeting:** 21:57

Supporting Information

Item 3 – Minutes of the Meeting held on the 25th of April 2024 at 7.30pm in the Village Hall

In attendance:
Cllrs D. Parson, P. Travers G. Taylor, C. Scott, J. Waters, A. Butcher
Also in attendance: K. Palmer, Clerk to the Council and 3 members of public.

1	**Apologies for Absence** (LGA 1972 s85 (1)) Peter Spofforth and Mark Winters – **RESOLVED** to accept the apologies.
2	**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 Parish 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	**Minutes of Previous Meeting/s**: LGA 1972, sch 12, para 41. **RESOLVED** to accept the Minutes of Meetings held on the 7th of March 2024, 21st of March 2024 and 19th of April 2024.
4	**Public Participation Session**: Open Forum to provide an opportunity for `members of the public to raise questions for future agendas or on items that are on the current agenda and allow any Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. After this session members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total. No comments
5	**District and County Councillors Reports**: i) County Councillor Report – Not present ii) District Councillor Report – Not present
6	**Finance**: **i)** To approve the monthly payment schedule for April as presented having already seen the bank balances and checked the invoices. **RESOLVED** to accept the payment schedule as presented. **ii)** To resolve to enrol the Assistant Parish Clerk and all eligible staff into the Local Government Pension Scheme from the 5th of April 2021 as per Regulation 4 of the 1997 Pension Scheme Regulations. – **RESOLVED** to appoint all eligible staff to the Local Government Pension Scheme. iii) To consider an application for grant funding for Lawn Lane Cemetery. – **RESOLVED** to defer the decision to next month and for the Clerk to request a copy of the accounts for YE2023. All in favour except Cllr Waters who objected to the motion.
7	**Clerks Report**: Attached
8	**Planning Applications:** To consider any applications/decisions/appeals as presented. Cannon Street – **RESOLVED** to support the application**.** Black Bank Road – **RESOLVED** to object to the application due to the lighting and its impact on neighbouring properties. Majority vote in favour of objection.
9	**Council Matters**: i) To consider training for the Assistant Clerk in Council Administration to a cost of £240. **RESOLVED** to book the Assistant Clerk on the training.
10	**Parish Council Land and Assets**: i) To receive an update on use of stored pilings at Pymoor Social Club. – GT advised no support. **ACTION**: Clerk to get quotes for spreading the pilings on the PC part of the car park and the entire car park. (Alan Freeman) ii) To update Members on the grant application for the Pavilion Refurb. – Done iii) To update Members on the overhead barrier works - the Clerk advised this was due to be installed this week. iv) To discuss the outcome of a meeting with the Sports Clubs who hire the pavilion in relation to cleaning and hire costs. – Members discussed the issues at great length focusing on the pavilion cleanliness. One suggestion was to build the cleaning cost into the fee to all hirers and spread it across the year with the bigger users paying a larger share. Cllr Butcher proposed a £150 annual increase per team for WCFC and a £125 increase for LDCC and an increase of £25 for individual hirers. The motion was Seconded by Cllr Parson. Cllr Taylor and Travers supported the motion. Cllr Waters and Scott abstained from voting. Cllr Waters proposed an increase of £1000 for WCFC and £500 to LDCC – No seconder, motion rejected.

	RESOLVED to increase hire fees with immediate effect by £150 per football team and £125 for the cricket club and £25 per individual hirer. v) To consider quotes received for patch repairs to LD Recreation Car Park. – **RESOLVED** to accept quote 3 on the table presented by the Clerk, being the lowest price supplied by a local and reputable contract. All in favour.
11	**Parish Matters**:
12	**Highways Matters**: i) To consider a new request from a resident for speeding measures along Main Street which came via Cllr Bailey. – Members were of the view that Main Street did not have a problem with speeding due to the number of parked vehicles that are there most of the day. Clerk to try and locate Speed Watch equipment that was in the village.
13	13 **Ouse Washes/IDB/Flooding**: To update Members on recent meetings attended, if any.
14	**Matters to Share or Inform the Next Meeting**: Verbal only, no decisions can be made. Village Green sign to be replaced by CCC. Clerks Role to be advertised. Book Café Manager role to be advertised further afield. To note the Secretary of the Conservation Group has resigned. To consider cutting the part of Ely Road that is not being maintained.
15	**To confirm the date of the next Meeting/s**: Thursday 16th May – Annual Council Meeting and May Full Council Meeting.
16	**Close of Meeting:** 21:49
	Signed:

Item 5 – County Councillors Report
Report attached.

Item 6 – Finance

1. Schedule of Payments for Approval
2. Supporting information for Grant Application to be Considered
3. Quotes for Repairs to Zip Wire
4. Quotes for new Signage at LD Recreation and Pymoor Play Area
5. Quote for Replacement CCTV Camera

Item 7 – Clerks Report
Report attached.

Item 8 – Planning List for Consideration
Applications:

21/01322/FUM - Erection of 39 affordable dwellings and associated infrastructure - Land Southwest of 14 to 20 Ely Road, Little Downham - An amended plan/additional information has been received for this application. The amendment involves/Additional information received includes. Amendments to the design of the replacement dwelling on Plot 1 to respond to the suggestions of planning committee and local representations.

24/00261/FUL - Demolish existing single storey side extension and rear conservatory and
construct a 2-storey side extension and part single storey rear extension - Quince Cottage, 5 Park Lane, Little Downham.

21/00396/FUM - Proposal: Redevelopment of Corkers Crisp/Taylor Farms complex - Willow Farm Pymoor Common Pymoor
An amended plan/additional information has been received for this application.
1. Updating the biodiversity information
2. Providing a landscaping plan
3. Update to Flood Risk and drainage information
4. Updated noise, lighting and odour reports
5. Justification for the proposal

24/00381/FUL - Single storey replacement side extension - Sun Dell, Straight Furlong Pymoor.

24/00394/VAR - To Vary Condition 1 (Approved Plans) of previously approved 20/01020/FUL for Proposed chalet style property – Countrylass, Cophall Drove, Little Downham.

23/01372/DISA - To discharge Condition 4 (contamination) 5 (remediation scheme) 6 (remediation scheme implementation) 17 (piling) of decision 23/01372/VAR dated 8 February 2024 for to Vary Condition 1 (approved plans) of previously approved 21/01009/FUL for the demolition of existing detached house, timber shed and removal of container. Erection of new detached dwelling and bin store plus associated hard and soft landscaping - Elm House, Main Drove, Little Downham

Decisions:

23/01159/FUL - Demolition of dwelling and erection of replacement dwelling, garage, ground mount solar PV and associated works - Land Northeast of 1 Seventh Drove Little Downham

24/00267/FUL - Temporary permission for the siting and use of five container units as offices, and associated works retrospective - 11 Black Bank Road Little Downham **- REFUSED**