Little Downham Parish Council

Notice of Meeting: Full Council Meeting

Date: Monday 7th October 2024 Time: 8pm

Venue: The Village Hall, Little Downham CB6 3ST

To All Members of the Parish Council. You are hereby summoned to attend the full council meeting of the Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting. The meeting is open to members of the public (including the press) but is not a public meeting.

Quorum: 5 **Members: 11** **Vacancies: 0**

Mrs Amy Jacklin – Clerk/Proper Officer, Tuesday 1st October 2024

Mrs Amy Jacklin

AGENDA

24/35 Welcome

24/36 To receive and accept apologies for absence.

24/37 Councillor's Declarations of Interest

1. To receive declarations of Interest from Councillors on the items on the agenda.
2. For declarations of interest received, Councillors to inform the chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
3. To receive written requests for dispensations for disclosable pecuniary interests (if any).
4. To grant any requests for dispensation as appropriate.

24/38 Accent Housing Presentation for the new Ely Road development (10 minutes plus 5 minutes for Q&A)

Representatives Azhar Ahmed and Colin Knight to share a presentation on the new site and answer questions.

24/39 Public and Press Participation Session (10 minutes)

1. Open Forum to provide the opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
2. To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
3. At the close of this item, 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.

24/40 To receive County Councillor & District Councillor Reports

Cllr Bailey and Cllr Dupre to give report.

24/41 Approval of Minutes

1. To approve minutes for signature from Monday 2nd September 2024.
2. Matters arising from the minutes (For information only)
3. Clerks Report

24/42 Finance Matters

1. To consider and approve monthly accounts and reconciliation for September.
2. To approve invoices for payment for October.
3. To share update on bank accounts signatories including the closure of Nationwide.
4. To note the completion of external audit for 2022-23 and share feedback
5. To note a change in the 2023/24 AGAR Section 2, box 9 and Section 1, Assertion 4.
6. To note the completion of external audit for 2023-24 and share feedback

7. To consider having an 'in-year governance review' completed by Per Pro Ltd at the cost of £105 approx.

24/43 Planning Applications

1. **24/00969/VAR** -Location: Head Fen Farm Head Fen Pymoor Ely Proposal: To Vary Condition 1 (Approved Plans) Condition 3 (Materials) and Condition 5 (Remediation Measures) of previously approved 21/01397/FUL dated 9 February 2022 for proposed 3 bed dwelling (following removal of barn)
2. **24/00980/TRE** -Location: Church Way/Lawn Lane Little Downham Proposal: T4 / 7295 Horse Chestnut - Removed failed limb and raise crown to 1.8-2m from ground level

24/44 Progress on Planning Applications (For Information)

24/45 Council Administration Matters

1. To discuss the fee for FODA to use the recreational ground for fireworks night.
2. To discuss to horse grazing tender now planning has been granted.
3. To review the three quotations for the village insurance.
4. To review a grant application from Pymoor Social Club
5. To share progress made with the risk assessments and COSHH assessments
6. To discuss purchasing a remembrance wreath

24/46 The book café

1. To note the book café AGM date- 9th October 2024

24/47 Recreational Facilities

1. To note the damaged wet pour replacement is complete.
2. To agree to purchase a grinder for the handyman.
3. To agree to purchase a pole cleaner for the handyman to clean the CCTV cameras.
4. To agree invoice for zip-wire repairs
5. To share quotation for a new monitor at the pavilion for CCTV.

24/48 Conservation Area

1. Cllr Scott to give an update regarding the most recent conservation area meeting
2. To note the clerk has applied for a gambling licence to sell raffle tickets on behalf of the Conservation Area.
3. To note to thank you to MD ARB Ltd

Motion to Exclude the Public and Press

Under the Public Bodes (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

24/49 Book Café

To discuss the book cafés future funding.

Motion to Re-admit Public Bodies

24/50 Date of next meeting

Monday 6th November 2024

Chairman: Cllr D Parson

Clerk and RFO- Mrs Amy Jacklin, 5 Third Drove, Little Downham CB6 2UE

Tel: 07354 468757 **Email**: clerk@littledownhamparishcouncil.gov.uk