Little Downham Parish Council

Full Council Meeting- **October Minutes**

Date: Monday 7th October 2024 Time: 8pm

Venue: The Village Hall, Little Downham CB6 3ST

Attendees: **Cllr Parson** **Cllr Butcher** **Cllr Scott** **Cllr Spofforth** **Cllr Moorhouse**
Cllr Waters **Cllr Taylor** **Cllr Massey** **Cllr Winters**

Members of the Public: 8

Clerk: Mrs Amy Jacklin

Assistant Clerk: Miss Kendle Hanslip

24/35 Welcome

The chairman welcomes everybody to the meeting.

24/36 Apologies

Cllr Godsmark and Cllr Travers

24/37 Councillor Declaration of Interest

Cllr Scott- Declared an interest in 24/45 1. Due to being on the FODA Committee.

Cllr Taylor- Declared an interest in 24/24 4. Due to being on the Social Club Committee.

24/38 Accent Housing Presentation for the new Ely Road Development.

Please find attached presentation for all details discussed.

24/39 Public and Press Participation

None

24/40 To receive County Councillor and District Councillor Reports.

Cllr Lorna Dupree

School place appeal panel volunteers

Volunteers are urgently needed to hear appeals when children are not offered a place at their preferred school. All parents or carers have the right to make an appeal to an independent appeal panel if their child is not offered a place at their preferred school. The role of the panel is to decide whether a child who has been refused a place by Cambridgeshire County Council should be given a place. All parties involved must be given an appeal hearing that is transparent, accessible, independent and impartial. The appeal panel is independent of the local authority and its decisions are binding on all parties, unless overturned by the courts. Volunteers will sit on the independent admission appeal panels and ensure that parents feel they have had a fair and independent hearing and have been given every opportunity to put their case and have been taken seriously. Anyone interested in applying or who would like an informal chat about the role should contact clare.cronk@cambridgeshire.gov.uk.

New homes for children with complex needs-Cambridgeshire County Council's Assets & Procurement Committee has selected two former farmhouses close to each other in Soham as a pilot project to increase the number of local places available for children and young people with complex needs. Both properties, currently vacant, are owned by the Council. They will be fully refurbished and a provider will be offered a contract for up to ten years to provide care services to best meet the needs of the children. Locally and

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nationally, there is a growing need for placements, with children having to be placed out of the county due to a lack of local places and a limited number of registered settings being available. This project offers an opportunity for local and more stable placements, as well as avoiding over £635,000 of costs each year on private placements.

Local Highways Inniative (LHI)- Unfortunately the Local Highways Improvement process, though extremely popular, is very much a lottery, depending on officer or councillor scoring and the number of applications in any given year. I raised this with officers and they have now proposed that any unsuccessful complex schemes like Sutton's are also added to the transport planning database for prioritisation through the council's Delivering Transport Strategy Aims programme. Unfortunately, as officers admit, 'this is also a process with a limited amount of funding which is competitively prioritised.

Vision Zero- This initiative has been re-vamped which has increased traction to reduce/illuminate the number of people killed on our roads.

Cllr Anna Bailey

I was pleased to provide a letter of support to the new playpark initiative in Little Downham.

Currently there is a big campaign, due to the removal of the winter fuel allowance to get people to sign up for pension credits.

Development of a new local plan has started; the current plan is at the end of its life cycle. There will be several public meetings to discuss this. East Cambs are above target for housing growth but will need to start to look at new ground for new housing developments in the near future.

October will bring the 'Net Zero villagers project' A new grant to help make community buildings more energy efficient. This will help reduce carbon emissions and be funded by east Cambs District Council.

County Council have agreed to close Mill Road Bridge. The traffic regulation order (TRO) would close Mill Road bridge to all vehicles except buses, bicycles, emergency service vehicles, taxis and blue badge holders.

24/41 Approval of Minutes

1. To approve minutes for signature from Monday 2nd September 2024 **RESOLVED** to accept the minutes.
2. No matters arising from minutes.
3. The clerk shared a written report prior to the meeting, no questions regarding this report were asked.

24/42 Financial Matters

1. To consider and approve monthly accounts and reconciliation **RESOLVED** to accept the monthly accounts and reconciliation up to 30th September 2024.
2. To approve invoices for payment **RESOLVED** to accept the monthly invoices for October payment.
3. To share an update on changing bank signatories- currently just Nationwide and Lloyds need action. Nationwide will be closed by early November. Awaiting actions from Cllr Butcher and Cllr Taylor to update Lloyds. Council have agreed to open a new Unity Trust Bank to transact from due to the time it has taken to update Lloyd's signatories.
4. The clerk noted that the 2022/23 External Audit has been completed and signed off. Feedback was shared with council.
5. The clerk noted the change to Section 2, Box 9- Amended due to updating the asset register. This box now shows a true reflection of the Parish Councils value of assets, based on the replacement value.
6. The clerk noted that the 2023/24 External Audit has been completed and signed off. Feedback was shared with the council.
7. Council have **AGREED** unanimously to a mid-year review by Per Pro at the cost of approx. £105. Due to the failings in the last two years, it is imperative that there are no errors in the year 2024/25.

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) **RESOLVED** with no comments from council
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 **RESOLVED** with no comments from council

24/44 Progress on Planning Applications (For Information)

24/00870/FUL- APPROVED

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24/45 Council Administration Matters

1. To discuss the fee for FODA to use the recreational ground for fireworks night **RESOLVED** to charge the committee £100 for the exclusive use of the pavilion and recreational field for a fireworks night on Friday 3rd November.
2. To discuss the horse grazing tender now the certificate has been granted **RESOLVED** for the clerk to put out a tender between the months of April and September for approx. six acres of grazing land. This consists of two parcels of land at approx. 3 acres each at the Little Downham Conservation area. (Myles Meadow and The Holts)
3. To review the three quotations for the village insurance- Due to the last quotation only being received on Friday the clerk has not had chance to prepare comparisons. The clerk will complete these comparisons next week and an email vote will take place.
4. To review a grant application from Pymoor Social Club **RESOLVED** council have provisionally agreed the quotation on two conditions
   - That the design for the fence and gates will be shown to council before works commence.
   - That the Parish Council will pay for the steel directly via the provider.
5. To share progress made with the risk assessments and COSHH assessments **RESOLVED** Kendle presented the completed risk assessments and COSHH reports to council. She will be visiting these in regular reviews with staff.
6. To discuss purchasing a remembrance wreath **RESOLVED** council have agreed to purchased two wreaths for Little Downham and Pymoor from the Royal British Legion. The clerk will order these.

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 completed in the Little Downham Play Park.
2. To agree to purchase a grinder for the handyman **RESOLVED** council have agreed to purchase a Dewalt DCG412N 18V Angle Grinder 125mm with 2 x 5.0Ah batteries and charger for the handyman to use to refurbish the village benches.
3. To agree to purchase a pole cleaner for the handyman to clean the CCTV cameras **RESOLVED** council have agreed to purchase a IGAD Pole Cleaning Kit.
4. To agree invoice for zip-wire repairs **RESOLVED** council have agreed to go ahead with the Online Playgrounds quotation to replace the break and seat.
5. To share a quotation for a new monitor at the pavilion for the CCTV **RESOLVED** council have agreed to purchase a new monitor from More comms.

24/48 Conservation Area

1. Cllr Scott to give an update regarding the most recent conservation area meeting **RESOLVED** the Internal Drainage Board have been working inside the Conservation Area in the last month. Tasks they have completed include cutting hedgerows back, flailing ditches and cutting back overgrown bramble. Thankyou to Max from MB Arb ltd for giving time and his team to continue these works. Max has completed some work around the Andy Cowlan Pond, The Holts, the Cart Shed area and around the Apiary. The main problem now is lack of funds to complete much needed maintenance work. However, a fund-raising quiz night and raffle has been arranged for December where hopefully a large amount of money will be raised. More active volunteers are needed to help the current volunteers. Tate from the 'New Life on the Old West' project has been out and given guidance on the ponds in the nature reserve.
2. To note the clerk has applied for a gambling licence to sell raffle tickets on behalf of the Conservation Area **RESOLVED** the clerk has received this licence (24/00931/LOTT)
3. To note to thank MD Arb Ltd- The whole council would like to give the biggest thankyou to Max and his team. Max plans to return in November to trim the perimeter hedgerow inside the orchard and around the Holts.

24/49 Book Café

The future funding of the book café was discussed; however nothing has been agreed. This agenda item will be carried over to the November meeting. In the meantime, the clerk will approach the Feoffees Charity to ask for their continued support.

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24/50 Date of next meeting

Monday 4th November 2024 *Note meeting dates have changed to the first Monday of every month at 8pm

Close meeting 22.22

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

Signed: Dale Parson (Chair) ……

Dated:……

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