Little Downham Parish Council

Full Council Meeting- **July 2026 Minutes**

Date: Monday 13th July Time: 7.30pm

Venue: The Village Hall, Little Downham CB6 3ST

Attendees: **Cllr Parson** **Cllr Scott** **Cllr Butcher** **Cllr Packman**
Cllr Massey **Cllr Waters** **Cllr Moorhouse** **Cllr Travers**

District Councillor: Cllr Anna Bailey

Members of the Public: 1

Clerk: Mrs Amy Jacklin

Start- 7.31pm

26/87 Welcome

26/88 To receive and accept apologies for absence.
Cllr Taylor
County Councillor: Cllr Lorna Dupre

26/89 To Co-opt into Vacancy of Parish Councillor
James Godfrey was co-opted onto the council as the only candidate.

26/90 Councillor's Declarations of Interest
None

26/91 Public and Press Participation Session (10 minutes)
None

26/92 To receive County Councillor & District Councillor Reports
Cllr Bailey- Local Government decisions will be distributed to District councils this week.
A councillor asked about the capacity of the new grey waste bins. Cllr Bailey advised that households requiring additional capacity may be able to apply for a second grey bin. However, before approving an additional bin, the District Council would work with residents to help them reduce food waste and make the best use of their existing waste capacity.

26/93 Approval of Minutes

1. To approve minutes for signature from Monday 8th June 2026 **RESOLVED** proposed by Cllr Travers, seconded by Cllr Packman, all in favour to accept minutes from 8th June 2026.
2. Question from council regarding bases for the new benches at the rec- Clerk to approach cricket to get a date for this work.
3. Clerks Report- No questions asked.

26/94 Finance Matters

1. To consider and approve monthly accounts and reconciliation up to 30th June 2026 **RESOLVED** proposed by Cllr Travers seconded by Cllr Packman, all in favour to accept the financial position.
2. To approve invoices for payment for June **RESOLVED** proposed by Cllr Moorhouse, seconded by Cllr Travers, all in favour to accept the monthly invoices with the addition of a travel claim from Cllr Packman for recent councillor training course.
3. To share budget reporting (April- June 2026)- Shared with council **RESOLVED** Council is happy with first quarter progress.

26/95 Planning Applications

1. 26/00632/CLE -Location: Possenhofen 21D Cannon Street Little Downham Ely Cambridgeshire. Proposal: Three outbuildings to rear of property- No comments from council- Incorrect information on this planning application- Request correct information- Portal is showing incorrect information.
2. 26/00622/FUL -Location: Fen Dale Adventurers Drove Oxlode Pymoor Ely Proposal: New detached garage to the front of the property- Proposed Cllr Parson, Seconder Cllr Butcher, 4 to support, 4 no comment, 1 abstention- Chairman has casting vote: SUPPORT
3. 26/00733/FUL - Location: 11 Cross Lane Little Downham Cambridgeshire CB6 2TJ. Proposed: Erection of single storey side and rear extension with associated alterations (following demolition of existing side extension and rear conservatory- Incorrect Information on planning portal- Request correct information-Portal is showing incorrect information.

26/96 Progress on Planning Applications (For information Only)

1. 26/00457/VAR -To remove Condition 2 (Agricultural/Forestry Occupancy) of previously approved E/0596/86/O for erection of bungalow and garage. Location: Linstock Main Drove Little Downham Ely Cambridgeshire- APPROVED

26/97 Council Administration Matters

1. To agree a way forward for Parish Councillors to communication effectively ONGOING Proposer Cllr Travers, Seconder Cllr Massey, 5 in favour,4 against to keep the communications method the same. This should be reviewed again in September.
2. To agree a Feoffees charity PC representative after the resignation of Cllr Winters RESOLVED Proposer Cllr Parson, Seconder Cllr Butcher, all in a favour Cllr Massey to join. Clerk to share Cllr Masseys information with the Feoffees clerk.
3. To share property valuations and agree to adapt Insurance values RESOLVED The Clerk will contact Richard Baker to seek clarification, as the report does not clearly state the insurance valuations required. It was noted that, while an open market freehold vacant possession valuation has been provided, the Council requires the total rebuilding cost for insurance purposes.
4. To share information from a meeting regarding a Neighbourhood Plan for Little Downham- For information only- Clerk shared benefits with council.
5. To share information from the Village Hall re Price Increases. For information Only- The Council noted that the Village Hall has increased the hall hire charge for Parish Council meetings to £20 per hour. Members agreed to discuss alternative meeting venues at the September meeting. The Clerk will obtain hire costs for the venue in Pymoor for consideration.
6. To share information from the tree survey and quote RESOLVED Proposed Cllr Parson, Seconder Cllr Scott, all in favour to accept quote from MD Arb Ltd.

26/98 Recreational Facilities

1. To agree a bin rota RESOLVED Cllr Packman is happy to drive until handyman has returned to work and Cllr Moorhouse, Cllr Scott, Cllr Massey and Cllr Godfrey are happy to assist.
2. To discuss a way forward with the pavilion flooring RESOLVED Proposer Cllr Butcher seconder Cllr Travers, all in favour to agreed that the Clerk should write to Tuck Property Ltd setting out the Council's requirements and requesting assurance that the work will be completed by the agreed deadline.
3. To discuss concerns with conditions of the football pitch surface in Little Downham Re Rabbit damage RESOLVED Proposer Cllr Parson, Seconded Cllr Travers all in favour agreed to approach local landowners regarding rabbit control through shooting. The Clerk will also obtain quotations from suitable contractors for regular rabbit control services. An alternative method discussed was ferreting; however, Council agreed to trial the shooting method first. Four Councillors were strongly opposed to the use of ferreting. The matter will be reviewed at the September meeting.
4. To share results from the Pavilions Fire Risk assessment RESOLVED The Clerk is to review the Fire Risk Assessment (FRA) and coordinate the completion of all identified actions. Council questioned the total number of hires allowed in the building at one time; this is stated as 50 on the Fire Risk Assessment. This is to be discussed in more depth in September.

   Urgent Actions:

   Arrange for the inverter room to be cleared of all stored items as a priority.

   Ensure the inverter room door is kept locked once the area has been cleared.

   Additional Actions:

Amend the Handyman's monthly inspection/risk assessment checklist to include the relevant Fire Risk Assessment inspection points.

Ensure the cleaner has appropriate access to the inverter room door so it can be cleaned as part of the regular cleaning schedule.

5. To agree this season's football costs for Witchford Colts **RESOLVED** proposer Cllr Parson, seconder Cllr Godfrey all in favour to raise fees to £2400 for 2026 season which is approx. £186 per team.
6. To share update on remedial works completed on the children's play area in LD **RESOLVED** work agreed last month has now been completed with the addition of a new wire. This was found to be damaged when it was removed, photo evidence has been seen.

26/99 Highways

1. To discuss Highways proposed improvements for Straight Furlong, Pymoor **RESOLVED** Highways to arrange a meeting with residents and councillors attend with a way forward.

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

26/100 Staffing Matters- To discuss current staff matters- RESOLVED

Re-Admit General Public

26/101 Date of next meeting

Monday 14th September 2026

10.25pm

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:……