Little Downham Parish Council

Notice of Meeting: Full Council Meeting

Date: Monday 14th September 2026 Time: 7.30pm

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: 10** **Vacancies: 1**

Mrs Amy Jacklin – Clerk/Proper Officer, Tuesday 8th September 2026

Mrs Amy Jacklin

AGENDA

26/114 Welcome

26/115 Co-option to Fill Councillor Vacancy

To consider applications received for the vacant Parish Councillor position and, following consideration, to agree the co-option of a suitably qualified candidate to fill the vacancy.

26/116 To receive and accept apologies for absence.

26/117 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.

26/118 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.

26/119 To receive County Councillor & District Councillor Reports

Cllr Bailey and Cllr Dupre to give report.

26/120 Approval of Minutes

1. To approve minutes for signature from Monday 13th July and Monday 10th August 2026
2. Matters arising from the minutes (For information only)
3. Clerks Report

26/121 Finance Matters

1. To consider and approve monthly accounts and reconciliation up to 31st August 2026
2. To approve invoices for payment for September
3. To approve 2026-27 National Salary Awards from NALC.
4. To share the external auditors report.
5. To agree to remove Mark Winters signatory from bank accounts and sign paperwork.

26/122 Planning Applications

1. 26/00868/FUL Single storey link extension to rear, external and internal alterations and outbuilding conversion into habitable space. Location: 111 Main Street Little Downham Ely Cambridgeshire CB6 2SX
2. 26/00839/FUL Single storey side extension including change of use of a 5.4m wide strip of land from agricultural to residential to facilitate the extension. Location: New Bungalow 4 Third Drove Little Downham Cambridgeshire CB6 2UE
   26/00794/CLE Proposal: Use of "Bob's House" and "Tina's Flat" as two independent dwelling units (Use Class C3)
   Location: Fodder Fen Farm, Bobs House Downham Common Little Downham Cambridgeshire CB6 2TY
3. 26/00929/VAR Proposal: Variation of Condition 1 (Approved Plans) of decision 25/01086/FUL dated 16 December 2025 for Single storey rear extension with subsidence repairs. Location: The Cottage, Hundred Foot Bank Pymoor Cambridgeshire CB6 2EL.

26/123 Progress on Planning Applications (For information Only)

26/124 Council Administration Matters

1. To agree to purchase a new Dog Bin to replace the broken one at Lawn Lane.
2. To discuss alternative venues for the Parish Council's monthly meetings, providing greater variation and accessibility for members of the public.
3. To discuss a suggestion from a member of public regarding signage for the village advertisement board.
4. To discuss items from the Pymoor Chapel that may be of historical or local interest and consider whether the Parish Council should acquire and preserve any suitable items prior to their sale.
5. To agree to adopt the new communications policy for Little Downham Parish Council.
6. To discuss collapsing culverts in the Parish.

26/125 Recreational Facilities- Little Downham

1. To consider Little Downham Crickets requests (attachments)
2. To consider allowing Ely City Cricket to use Little Downham cricket pitch for the 2027 season with the same terms.
3. To discuss a proposal from 10is Tennis Club.
4. To consider the purchase of a Billy Goat for leaf clearance inside the MUGA.
5. To discuss next steps for pavilion flooring.
6. To receive an update on progress and consider quotes relating to the actions identified in the Fire Risk Assessment, including:
   - Roller shutter, thumb locks and automatic door closers.
   - Combi-boiler replacement.
   - Fire alarm and emergency lighting.
   - Amendments to the maximum occupancy numbers for Pavilion hire, in accordance with the Fire Risk Assessment.

26/126 Recreational Facilities- Pymoor

1. To consider the playpark options along with designs for Pymoor and agree the preferred provider and design.
2. To sign and agree the 'Financial Commitment to the proposed Pymoor Playpark project'
3. To consider applying for a football foundation grant for goals for Pymoor.

26/127 Conservation Area

1. To consider a request to install a solar panel on the side of the cart shed to provide power for a bird-recording device.
2. To discuss the management of *Crassula Helmsii* an invasive weed present in two of the conservation area ponds.

26/128 Date of next meeting

Monday 12th October 2026

Chairman: Cllr D Parson

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

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