

**DULLINGHAM PARISH COUNCIL**  
**[www.dullingham.org.uk](http://www.dullingham.org.uk)**  
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Chairman: K Owen

Clerk: Mrs J Weaver

Minutes of the meeting of Dullingham Parish Council held in The Taylor Hall, Dullingham at 7.15p.m. on Thursday 1<sup>st</sup> September 2016

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**Present:-** Cllr S Mardon (Vice Chair), Cllrs Algar, Parkins, Robertson, Morley and Simpson

**010916/001 To receive and approve apologies for absence**

Cllr K Owen, District Councillor C Morris

**010916/002 Co-option of new councillor**

Cary Simpson was co-opted on to Dullingham Parish Council. Cary Simpson signed the Declaration of Acceptance of Office and this was countersigned by the Parish Clerk / Proper Officer. Cary Simpson also completed a Register of Parish Council Member's Disclosable Pecuniary Interests and Other Interests.

**010916/003 To receive declarations of Interest**

Cllr R Morley – 16/01069/TRE Woodlands, 1 Elm Close, Dullingham  
Additional Agenda item 010916/0009. Application received after Agenda issued, response required by 15<sup>th</sup> September 2016.

**010916/004 Open Forum**

Peter Stocking and Chris Jackson, Enterprise Property Group and Simon Redman, Cowper Griffith Architects – Regarding Planning Application 16/00978/FUM  
Hill House Farm, 127-129 Station Road, Dullingham

A presentation was made to the Council by representatives from Enterprise Property Group and Cowper Griffiths Architects. Council was shown comprehensive drawings in relation to the proposed new development and was informed of the types of buildings proposed. Council was informed about the architect's experience working on listed buildings and fitting new buildings around listed buildings. Emphasize was made on landscaping and significant area of land surrounding the properties would be retained and worked in and around existing buildings. Cllr Algar raised the issue of the development obligation to provide CIL money for the community, the developers stated they were as yet unsure if the community would received CIL money or of the amount if applicable. Cllrs Robertson and Morey asked about Community Land Trusts. Cllr Mardon stated that it would have been of help if this land had been considered in the Call for Sites report. The developers and architects were thanked for attending the meeting and then left.

Adam Cobb – Local Projects Cambridgeshire County Council (LHII 2016/17)

Adam Cobb reported that following the Council's secure funding for speed reduction within the village the consultation period had recently ended and the application could now progress. Adam Cobb informed Council that mobile VAS signs were considered the most suitable for the village, these are supported by the Police and can be moved to different locations within the village every 3 to 4 weeks. The Council was asked to confirm 4 or 5 locations where we would like the mobile VAS to be located and inform Adam Cobb of these locations as soon as possible. The mobile VASs are battery operated and the batteries last 3 to 4 weeks and can easily be recharged overnight. Adam Cobb suggested that the new buffer zone would be introduced in October and where the current 40 mph starts it would now become 30mph. All members of the Council present agreed that the new mobile VAS should be ordered. Adam Cobb was thanked for his guidance and for attending the meeting, he then left.

**010916/005 To approve the Minutes of 4<sup>th</sup> August 2016**

The minutes of the Meeting of the Parish Council held on 4<sup>th</sup> August 2016 were approved and signed as a true and correct record.

**0010916/006 Matters arising** - Consideration of Action Update Sheet

Council considered the attached Action Update Sheet. The Clerk was asked to make sure that the new gateway feature is included in the Parish Council Insurance Policy and added to the Asset Register. Adam Cobb would be asked to clarify the proposed location of the gateway feature is acceptable when he next visits the village. Cllr Robertson reported that he had talked to the owner of Tilbrook Farm Cottage and they did not feel there was a problem with flooding. Council agreed that the Clerk should be asked to contact Lars Laj to dig out and fit the replacement nets at the play area at the agreed cost to the Parish Council of £370 plus VAT. Cllr Simpson was in the process of sourcing new office equipment for use by the Clerk. Cllr Robertson asked that LED lights be added to the Action Update Sheet, Cllr Robertson was scheduled to meet with Enlight regarding the possibility of fitting LED lights to the parish council owned street lights.

**010916/007 County and District Councillor Reports**

Apologies had been received from District Councillor Chris Morris. Cllr Morris had sent an email informing Council that he had nothing to report as in August there are no meetings with the exception of Planning and he is not on the Planning Committee.

**010916/008 Finance**

008.1 Payments To approve accounts for payment

The following payments were approved and cheques signed accordingly:

J Weaver (Salary) - £318.24 (Standing Order)  
Burwell Parish Council - £16.75 (Photocopying – Newsletter)  
CGM Group - £555.78 (Grass Cutting)

Balfour Beatty - £1101.59 (Street Lighting)  
Cheque no. 951 replacing cheque no. 942 (lost in post and stopped)

008.2 Receipts  
No receipts

008.3 Letter from Lloyds Bank confirming stopped cheque no. 942  
(See 008.1 ref. Balfour Beatty above)  
Council was informed that a letter had been received from Lloyds Bank confirming that cheque no. 942 had been stopped.

**010916/009 Environment and Footpaths**

009.1 Monthly Footpath Report

Cllr Mardon reported that parts of the Ickneild Way (footpath 16) was considerably overgrown, Karen Champion, the County Council Footpaths Officer and Cllr M Shutter were aware of this situation and the Clerk was asked to liaise with Cllr Mardon and send a letter to the landowner. The Clerk was asked to contact Sharp's Nutrition and ascertain if they would be willing for the current kissing gates on their land to be removed and wider buggy friendly gates to be installed. Cllr Mardon had also been in contact with Neil Band from the County Council Highways Department with a view to converting the steps at the kissing gates into ramps for easier access for buggies. The hedge between the kissing gate and the school was overgrown and the Clerk was asked to contact to school to ask for the hedge to be cut back as it is felt this is a safer route to school rather than walking next to the main road.

009.2 Trees

Additional Agenda Item – Received after Agenda was issued, response date is 15<sup>th</sup> September.

The following tree work application had been received:-  
**16/01069/TRE - Woodlands, 1 Elm Close, Dullingham**

T1 Cedar – Remove poorly sited tree.

G2 Sycamore x 2 – Remove leaning tree.

G3 Horse Chestnut Trees x 2 – Reduce by up to 20%, limbs extending over roof and towards road, then reduce height to balance and reduce tree behind to match as they have a shared canopy.

T4 Yew – Reduce by 20% and crown raise to 2.5 metres.

T5 Elm – Remove deadwood.

- **NO OBJECTIONS**

**010916/010 Planning**

010.1 To receive Planning Application decisions:

The following planning decisions had been received from the District Council:-

**16/00832/FUL The Paddocks, Stetchworth Road, Dullingham**

Erection of 2 stables with feed room and hay store as per 16/00546/FUL with change of roof material to onduline sheet instead of metal sheet – **APPROVED**

**16/00774/FUL Deer Park Barn, 33 Station Road, Dullingham**

Proposed outbuilding – **APPROVED**

**16/00775/LBC Deer Park Barn, 33 Station Road, Dullingham**

Proposed outbuilding – **APPROVED**

**16/00847/FUL Land to the West of 24 Dullingham Ley, Dullingham**

Construction of ménage, creation of hard standing and relocation of existing stables – **APPROVED**

010.2 To consider recent Planning Applications:

**16/00978/FUM Hill House Farm, 127-129 Station Road, Dullingham**

Proposed change of use of 6 agricultural barns to residential dwellings and the erection of 4 new residential dwellings – **NO OBJECTIONS**

0109.3 **Planning Report**

No Planning Report had been received.

**010916/011 Play Area**

011.1 Play Area Maintenance

Cllrs Morley and Simpson were scheduled to carry out a playground inspection and to decide the frequency of the inspections, it was felt that weekly inspections were not necessary. Councillors' visiting the play area were asked to inform Cllr Morley of any issues arising.

**010916/012 Correspondence**

012.1 Letter from Marie Curie requesting consideration of donation

Council agreed they would not make a donation as it was felt that individual residents of the village would make a donation if they so wished.

**010916/013 Other Matters**

013.1 Rural Services Grant

Consideration was given to the purchase of a community notice board, however, it was felt that community notices would be better placed on the Dullingham Community Facebook page or at the Ellesmere centre.

013.2 Grass Cutting Contract

Quotations had been requested for the grass cutting contract, responses were awaited. The current contractors CGM Group had agreed to carry on cutting until October if the Council felt it was necessary. Following conversations between Cllr Morley and the Directors of the CGM Group in recent months it was felt that the quality of their work had improved.

013.3 Local Highways Improvement Grant 2017/18 – East Cambridgeshire

It was suggested that a ramp be considered to replace the steps on the footpath from Stetchworth Road to Kettlefields School. It was agreed to discuss this further at the October Parish Council meeting.

013.4 Outreach Councillor Training

Information had been received from CAPALC regarding Outreach Councillor Training at Fordham on 10<sup>th</sup> October. The Clerk was asked to enquire if a number of sessions were planned and what subjects would be covered at the sessions.

013.5 Cambridgeshire Fens LEADER Project Coffee Morning

An invitation had been received inviting councillors to the Cambridgeshire Fens LEADER Project Coffee Morning. No councillors would be available to attend.

013.6 Community Highways Volunteering Scheme

Information had been received regarding the Community Highways Volunteering Scheme, it was not felt that this was something that would be considered at the present time. The Parish Council had previously organized their own litter picks and this would be arranged again.

**010916/014**

**Councillors' Reports** - To receive reports from Parish Councillors

Cllr Algar agreed to meet with Cllr Simpson to discuss tidying up the area in the vicinity of the railway crossing at the entrance to the village.

Cllr Algar informed Council that the hedge behind the play area was overgrown, it was agreed to write to the owners of the adjacent properties regarding this.

Cllr Morley informed Council that had letter had been sent to Neil Band at Cambridgeshire County Councils Highways Department regarding the recent concerns with the grass cutting in the village, an initial acknowledgement had been received and further correspondence was awaited.

Concern was expressed that the road to Dullingham off the road from Six Mile Bottom is easily missed and better signage may be a possible consideration.

Cllr Simpson stated that he was prepared to paint the fence alongside the footpath at the bottom of Balsham Lane, however, this could not be carried out until the adjacent trees had been cut back.

Cllr Simpson informed Council that he was looking into obtaining a new padlock for the Sports Field and this would be discussed further at the next Parish Council meeting.

The Clerk reported that following the August Parish Council meeting she had contacted East Cambridgeshire District Council to ascertain when bin numbering was scheduled to take place. It was reported that bin numbering had taken place. The two metal bins at the play area had not been numbered as they are the metal lattice type and not suitable for numbering. The Clerk was asked to find out the numbers and locations for the bins within the village and ask if bins at the play area could be emptied by East Cambridgeshire County Council.

**010916/015**

**Absences**

All absences were noted by the Clerk.

**010916/016**

**Risk Assessments**

Council agreed that there was no need to carry out additional risk assessments.

**010916/017**

**Date of the next meeting**

The next meeting of the Parish Council will take place on Thursday 6<sup>th</sup> October 2016.

The meeting closed at 9.50 pm.

Signed

Dated