

**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 3<sup>rd</sup> March 2016

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- Present:-** Cllr K Owen (Chair), Cllrs Algar, T Owen, Morley and Parkins (arrived at 7.22 pm)
- 030316/001 To receive and approve apologies for absence**  
Cllrs Marden and Robertson  
County Cllr Shutler and District Cllr Morris
- 030316/002 To receive declarations of Interest**  
None
- 030316/003 Open Forum**  
No matters were raised.
- 030316/004 To approve the Minutes of 4<sup>th</sup> February 2016**  
The minutes of the meeting held on 4<sup>th</sup> February 2016 were approved and signed as a true and correct record.
- 030316/005 Matters arising - Consideration of Action Update Sheet**  
Council considered the attached Action Update Sheet. Approximate costs for the traffic calming gates for Balsham Lane had been received from Cambridgeshire County Council, the Clerk was asked to reply to Cambridgeshire County Council asking if they would consider allowing us to employ an experienced local carpenter to carry out the work to the Highways department's specifications and then for the Highways department to install them. The Clerk had contacted Lars Laj, the company who had installed the playground equipment and requested net connectors and the possibility of new nets, a response was expected before the next meeting. Cllr Robertson was arranging to meet with Highways prior to the next meeting to discuss the Eagle Lane B1061 junction, other members of the Council would be notified of the date of the meeting and invited to attend, the installation of dropped kerbs would also be discussed at this meeting. Cllr Algar had contacted the parochial church council regarding support for the newsletter and it was agreed this would be deferred to the next meeting. The newsletter had recently been distributed throughout the village. Consideration of applying for the Local Council Award Scheme was agreed to be deferred until the Clerk had gained the CILCA qualification. The tree at the corner of Balsham Lane had now been felled and the wood had been removed. The Council had been informed that their request for a speed limit reduction on the B1061 had successfully secured funding under the Local Highways Improvement Initiative – 2016/17, this would be an Agenda item at the next Parish Council meeting.
- 030316/006 County and District Councillor Reports**  
None received.
- 030316/007 Finance**
- 007.1 Payments To approve accounts for payment  
The following payments were approved and cheques signed accordingly:  
ECDC – Dog Fouling Stickers - £10.00 (Actual amount £12.00 inc. VAT)  
Burwell Parish Council – Photocopying Newsletter - £16.00  
J Weaver (Expenses & Salary) - £332.64 (Actual amount £254.64 due to emergency tax deduction, expenses not included)  
ECDC Street Lighting Energy 01.10.14 to 30.09.15 - £1424.87

007.2 Receipts  
None

**030316/008 Environment and Footpaths**

008.1 Monthly Footpath Report  
None received.

**030316/009 Planning**

009.1 To receive Planning Application decisions:  
There were no planning application decisions to note.

009.2 To consider recent Planning Applications:  
None

009.3 Planning Report (Cllr T Owen)

Cllr T Owen reported that he along with Cllrs Robertson and Algar had attended the recent Parish Council Conference / Workshop – East Cambridgeshire Local Plan at East Cambridgeshire District Council. They were somewhat concerned at the way in which the Settlement Hierarchy had been arrived at, and particularly at the inclusion of Dullingham as a 'medium sized' village. It was thought important that we ask that Dullingham be categorised as a 'small sized' village. The Clerk was asked to write to all the people dealing with the plan and ask that they reconsider our downsize in the resettlement hierarchy.

The Council were also made aware of the potential for a Community Land Trust scheme for Dullingham. The Clerk was asked to invite Phil Rose, the Strategic Land Advisor at East Cambridgeshire District Council to the April meeting to speak to the Council further regarding this.

**030316/010 Play Area**

010.1 Play Area Weekly Maintenance

The Clerk had not received hard copies of the play area reports. Steve White had contacted Cllr K Owen and asked that a member of the Council accompany him on the play area maintenance checks once a month and help with the completion of the forms. It was agreed that councillors would do this on the rota basis to be decided at the monthly council meeting.

**030316/011 Correspondence**

None

**030316/012 Other Matters**

012.1 Consideration of the date of the Annual Meeting of the Parish Council and the Annual Parish Meeting

Due to the Police and Crime Commissioner Elections taking place on the first Thursday in May this year it was agreed that the Annual Meeting of the Parish Council and the Annual Parish Meeting would take place on Thursday 19<sup>th</sup> May. The Clerk had provisionally booked the Taylor Hall and would contact Sarah Simpson to confirm this booking.

**030316/013 Councillors' Reports - To receive reports from Parish Councillors**

Cllr Algar reported that a bin was overflowing, this was thought to be within the parish of Stetchworth and Cllr Algar agreed to contact the Chairman of Stetchworth Parish Council regarding this. Cllr Parkins reported that she had obtained bags for collecting litter at the Clean for the Queen event in the village on Sunday 6<sup>th</sup> March, Cllr K Owen agreed to help coordinate this event and the Clerk was asked to contact the Refuse Department at ECDC to ask that they collect the refuse bags as soon as possible after the event. Cllr Morley reported that the footpath from Eagle Lane to the Station was very muddy and the Clerk was asked to report this to Highways. Cllr K Owen asked the Clerk to write to the King's Head to ask that they reinstate the sign asking people to go around the bollards making it safer as cars they leave the car park. Cllr K Owen also reported that he had been asked by a member of the Sports Club to ask if we would consider including them on our insurance policy, it was decided to defer this matter to the next council meeting and Cllr Parkins was asked to find out more information regarding this.

**030316/014 Absences**

All absences were noted by the Clerk.

**030316/015**

**Risk Assessments**

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

**030316/016**

**Date of the next meeting**

The next Parish Council meeting will be held on 7<sup>th</sup> April 2016.

The meeting closed at 8.55 pm.

**Signed**

**Dated**

DRAFT