

**DULLINGHAM PARISH COUNCIL**  
**[www.dullingham.org.uk](http://www.dullingham.org.uk)**  
**E Mail: [dullinghamparishcouncil@btinternet.com](mailto:dullinghamparishcouncil@btinternet.com)**

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 6<sup>th</sup> April 2017

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**Present:-** Cllr K Owen (Chair), Cllrs Algar, Marden, Morley, Parkins and Simpson

**060417/001 To receive and approve apologies for absence**

Cllr M Robertson

**060417/002 To receive declarations of Interest**

Cllr K Owen – Finance 060401/007.1

Cllr R Morley – Planning 060417/009.2 17/00312/FUL Woodlands, 1 Elm Close, Dullingham

**060417/003 Open Forum**

**003.1 Mr Will Nichols – Strutt & Parker**

Will Nichols from Strutt & Parker attended the meeting accompanied by Guy Taylor to talk to the Council about a potential planning application at land west of Station Road, Dullingham in the vicinity of Dullingham Station. Mr Nichols showed the Council a plan showing the potential development of the site and emphasized that development near transport hubs was actively being encouraged by the current leader of the Cambridgeshire County Council. 150 units were shown on the plan which could be constructed in a number of phases. Mr Nichols felt that the Council knows the village best and is keen to know the Council's views on this potential development. Cllr Owen thanked Mr Nichols and Mr Taylor for attending the meeting and suggested they stay until the Local Plan Update was discussed later in the meeting.

Mr Josh Lida a village resident attended the meeting to express concern over the number of houses that he was aware was proposed for the village in the recent draft update of the Local Plan. Mr Lida was particularly concerned that he did not wish for Dullingham to end up like larger nearby villages and felt that houses in village would decrease in value should the village expand. Cllr Owen informed Mr Lida that objections to planning applications should be sent to East Cambridgeshire District Council and the Clerk also stated that the Parish Council should be copied in these objections so they are aware of residents views.

**060417/004 To approve the Minutes of 2<sup>nd</sup> March 2017**

The minutes of the Meeting of the Parish Council held on 2<sup>nd</sup> March 2017 were approved and signed as a true and correct record.

**060417/005 Matters arising - Consideration of Action Update Sheet**

Council considered the attached Action Update Sheet. The Gates at Balsham Lane had now been installed and the VAS was in use at various locations throughout the village. The signs for the play areas were given out to Councillors by Cllr Owen ready for use when necessary. Neil Band from Cambridgeshire County Council, Highways Department had recently retired and has been replaced on a temporary basis by Pam Joyce. The next newsletter was scheduled for distribution before the Annual Parish Meeting. Confirmation had recently been received informing Council that the application submitted for LH!!17/18 had been turned down. Cllr Robertson was liaising with the street lighting company regarding the required survey.

**060417/006 County and District Councillor Reports**

**Due to Cllr Chris Morris' late arrival at the meeting the item was discussed following item 060417/012.3 East Cambridgeshire District Council – Local Plan Update**

Cllr Chris Morris reported on various meetings he had attended since he had last attended a Parish Council Meeting. Cllr Morris expressed concern regarding infrastructure issues resulting from the Local Plan.

**Cllr Chris Morris left the meeting at 8.35pm**

**060417/007 Finance**

007.1 Payments To approve accounts for payment

The following payments were approved and cheques signed accordingly:

Kettlefields Primary School – (STEM Club Donation) - £309.99 - Payment agreed at March Parish Council Meeting Ref. 020317/011.2

J Weaver – (Salary) - £318.24 (Standing Order)

J Weaver – (Information Commissioners Office – Registration) - £35.00

J Weaver - (Mileage) – £36.00

K Owen – (Pest Control / Replacement Keys) - £46.60

Came & Company (Insurance 2017/2018) - £547.29 (3 Year Agreement)

L F Field – (Grass Cutting Contract) - £110.00

007.2 Receipts None

007.3 Appointment of Internal Auditor

Following a recommendation received by the Clerk the Parish Council unanimously agreed to appoint Ben Stoehr of LGS Services as the Internal Auditor for the Parish Council for the year ending 31<sup>st</sup> March 2017.

007.4 Consideration of Accounts for the year ended 31<sup>st</sup> March 2017 and Annual Return

Due to the Bank Statement for the month of March 2017 not yet arriving the Accounts for the year ending 31<sup>st</sup> March 2017 currently unavailable. A specially convened meeting would be arranged for these to be presentation to Council on 27<sup>th</sup> April 2017. The Annual Return would also be presented at this meeting.

007.5 Review of Internal Controls

The Internal Controls are currently integrated within the Financial Regulations Policy, the Clerk advised Council that it would be better for them to be a separate document. The Clerk would revise these policies and present them to Council at the meeting on 27<sup>th</sup> April 2017.

**060417/008 Environment and Footpaths**

008.1 Monthly Footpath Report

Cllr Mardon reported that confirmation had recently been received informing Council that the LH11 2017/18 application had been unsuccessful. Cllr Mardon informed the Council that 2 gates were still available from the Highways Department for use on footpath 3. Contact would be made with Karen Champion to arrange collection of the gates. Les Field would be asked to cut this footpath, however the Clerk would first ask the Highways Department if they could cut this footpath.

008.2 Trees

Concern was again raised regarding the number of the trees that has been removed from the site behind the King's Head however, this site is outside the conservation area and there are no tree protection orders on trees in this area.

**060417/009 Planning**

009.1 To receive Planning Application decisions:

**17/00001/FUL Dollyn Cottage, 19-21 Stetchworth Road, Dullingham**

Proposed installation of solid wood driveway gate

**– APPROVED**

**17/00061/OUT Land Between 31 and 37 Brinkley Road, Dullingham**

Residential development for one dwelling with ancillary buildings for garages & bin storage

**– REFUSED**

**17/00290/AGN Widgham Park, Dullingham Ley, Dullingham**

Construction of barn

**– DETERMINATION BY PLANNING DEPARTMENT IS NOT REQUIRED FOR THIS DEVELOPMENT**

The Clerk was asked to contact the Planning Department to ascertain why planning permission is not required for this development.

009.2 To consider recent Planning Applications:

**17/00312/FUL Woodlands, 1 Elm Close, Dullingham**

Form two detached dwellings from the existing single one (see 16/01274/FUL)

**NO OBJECTIONS**

**Cllr Chris Morris arrived 8.00pm**

**17/00329/FUL Ley Cottage, 2 Dullingham Ley, Dullingham**

Demolition of existing house and construction of new replacement dwelling

**NO OBJECTIONS**

**17/00338/FUL Juddmonte Farms Ltd, Eagle Lane, Dullingham**

Proposed four box foaling unit and associated site works

**NO OBJECTIONS**

**060417/010 Play Area**

010.1 Play Area Maintenance

Cllr Owen distributed signs regarding on the village green these would be used as and when is necessary. Cllr Morley reported that Les Field had now cut the grass on the village green and it was felt that a good job was being done. Cllr Morley also reported that he was scheduled to meet with Dennis Vacher from the County Council Highways Department on 14<sup>th</sup> June to discuss the grass verges in the village, a note was made of this date and other Councillors were invited to attend. The playground was reported to be very busy at the moment due to the school holidays. The matting in the play area needed securing and Cllrs Simpson, Algar and Morley would liaise and agreed to carry out this work as necessary. The Clerk was liaising with Cllr Morley regarding the ROSPA Inspection which was required to be completed.

**060417/011 Correspondence**

011.1 Letter from Lucy Frazer QC MP – Regarding update from Abellio Greater Anglia

A letter had been received from Lucy Frazer informing Council of an update she had received from Greater Anglia following a complaint sent to Greater Anglia from the Council.. In Jonathan Denby, Head of Corporate Affairs at Greater Anglia's response he stated that services had improved although there is still more to do. £5 million is being invested across the train fleet focusing on improving train reliability, implementing a revised maintenance regime for diesel trains to raise performance standards and the refurbishment of Class 170 diesel trains. At the same time they are working closely with Network Rail to maintain a better infrastructure performance. On average 60% of delays are linked to infrastructure issues or areas within Network Rails remit (not including fatalities or severe weather), 30% to issues within Greater Anglia's remit (mainly train performance) and 10% to other factors i.e. other operators' problems. A new fleet of 4 carriage diesel trains will be phased in during 2019/20. Lucy Frazer assures Council that she will continue to press for improvements at every opportunity and will keep Council updated.

011.2 Office for National Statistics Annual Business Survey

The Office for National Statistics Annual Business Survey had been received this was acknowledged by the Council and Cllr Owen agreed to liaise with the Clerk regarding completion of the survey.

**060417/012 Other Matters**

012.1 Dog Waste Bins

Cllr Owen had been contacted by John Gibb resident of the Guildhall expressing his concern regarding dog waste deposits in a bin outside his property. The Clerk was asked to contact David Hughes at East Cambridgeshire District Council regarding the collection of waste from the bin and the possible relocating of this bin. Consideration of the purchase of a dog waste bin was given although the Clerk advised Council that dog waste bins are emptied less frequently than general bins.

012.2 Rural Services Grant

Cllr Owen reported that the Clerk had recently been contacted by East Cambridgeshire District Council asking for details of how the Council has spent the money awarded to the Council under the Rural Services Grant. Cllr Owen had liaised with the Clerk and a detailed reply was sent and an acknowledgement had now been received. Further work was expected to be undertaken during the coming months.

012.3 East Cambridgeshire District Council – Local Plan Update

**This item was moved forward in the meeting and discussed after 060417/009.2 Planning Applications**

Information had recently been received from East Cambridgeshire District Council regarding the Local Plan Update. Councillors would endeavor to make residents aware of the proposed sites before the Annual Parish Meeting. It was agreed that detailed information and a large scale map be displayed at the Annual Parish Meeting to make residents aware of the proposed development

sites within the village. Questionnaires would also be available for residents to complete. Cllr Robertson would be asked to complete the Form G expressing the Council's views on the proposed sites and this would be discussed further at the Annual Meeting of the Parish Council. The Council unanimously agreed that they felt the proposed developments as listed in the updated version of the Local Plan are too big for the village, the ecology of the land and the school.

**Following the discussion of this item Mr Will Nicols and Guy Taylor left the meeting at 8.23pm.**

012.4 East Cambridgeshire District Council – Buildings of Local Interest Register

A copy of the Buildings of Local Interest Register had been received. It was felt that this may be an asset for the Council when discussing the Local Plan.

012.5 Update on Dullingham Ley

A number of Councillors had recently attended a meeting in Dullingham Ley with Pam Joyce from the County Council Highways Department and Brian Hefferman from the County Council Flood Team. Water is continuing to run into Dullingham Ley and Mr Hefferman is contacting Middle Park Stud to ask for permission to enter the property to check the status of the pond, dye may be needed to be put into the pond to trace the flow. The verge water source will be traced in the same way. Cllr Mardon asked if Highways were able to erect signs stating 'Single Trace Road with Limited Passing Places' in Dullingham Ley, the Clerk would make enquiries.

012.6 Street Lighting

Cllr Robertson has asked for a firm price for the survey on the street lights owned by the Parish Council. It was felt it may be necessary for a number of quotes to be obtained.

012.7 Litter Picking

Council agreed that the recent litter picking session in the village had been a success. Additional litter picking sessions later in the year were discussed, however it was felt that an annual session may generate more interest.

012.7 Annual Parish Meeting / Annual Meeting of the Parish Council

The date of the Annual Parish Meeting and the Annual Meeting of the Parish Council was discussed on 18<sup>th</sup> May a number of councillors would be unable to attend and the Clerk felt that from an administration point 25<sup>th</sup> May would not be feasible as the June Council meeting was scheduled to take place on 1<sup>st</sup> June. Cllr Owen agreed to ask Hilda Hardy if the Guides would be able to meet elsewhere on Monday 15<sup>th</sup> May enabling the Council meetings to take place on that date. Cllr Owen would liaise with the Clerk regarding this and once a date was confirmed the Clerk would invite the County and District Councillors to attend. It was agreed that refreshments would be provided at the Annual Parish Meeting.

**060417/013 Councillors' Reports - To receive reports from Parish Councillors**

Cllr Simpson informed Council that the VAS was now working accordingly and was able to be moved to various locations around the village. Cllr Simpson also reported that more local villages are now opting for VAS rather than speed watch. The VAS is easy to use and more brackets for additional locations could easily be obtained.

Cllr Parkins reported that a number of rubbish bags had recently been reported in the ditch at Dullingham House. These have now been removed.

Cllr Mardon reported that she has made up a number of new 'Welcome Packs' Cllr Mardon also reported that she had recently been made aware of a burglary in the village and concerns had been raised to her regarding crime levels in the village.

Cllr Owen reported that a lorry containing scaffolding had been seen at a house near the King's Head. Cllr Owen also raised concern over parking on pavements in the village. The Clerk was asked to contact Pam Joyce to enquire if it would be possible to erect signs stating 'Please Do Not Park on the Pavement'.

**060417/014 Absences**

All absences were noted by the Clerk.

**060417/015 Risk Assessments**

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

**060417/016**

**Date of the next meeting**

The next meeting of the Parish Council will take place on Thursday 27<sup>th</sup> April 2017 (Finance).

The meeting closed at 9.40 pm.

**Signed**

**Dated**

DRAFT