

DULLINGHAM PARISH COUNCIL
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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 6th July 2017

- Present:-** Cllr K Owen (Chair), Cllrs Algar, Marden and Simpson
- 060717/001 To receive and approve apologies for absence**
Cllrs Algar, Robertson and District Councillor Chris Morris
- 060717/002 To receive declarations of Interest**
Cllr K Owen – Finance (Paint - Street Furniture)
- 060717/003 Open Forum**
No members of the public present
- 060717/004 To approve the Minutes of 1st June 2017**
The minutes of the Meeting of the Parish Council held on 1st June 2017 were approved and signed as a true and correct record.
- 060717/005 Matters arising - Consideration of Action Update Sheet**
Council considered the attached Action Update Sheet. Pam Joyce (Highways Department) had informed the Council that Dullingham Ley would need to be closed to fix a number of ongoing issues, the Clerk was asked to contact Pam Joyce to thank her for coming out to look at Dullingham Ley and obtain further information regarding the road closure.
The salt bin in Dullingham Ley had been recently knocked over and was beyond repair. The Clerk would contact Dennis Vacher (Highways Department) regarding obtaining a new salt bin.
Cllr Simpson was in contact with Adam Cobb (Highways Department) regarding the installation of gates on the hill near the King's Head pub.
The Parish Council owned street light outside the King's Head pub on Stetchworth Road had recently been removed, it was presently unknown who was responsible for its removal.
An additional VAS was discussed, it was thought that the same make and model as the one supplied by the Highways Department was the most suitable, this would be discussed further at a future meeting.
- 060717/006 County and District Councillor Reports**
District Councillor Chris Morris was unable to attend the meeting and had sent his apologies. No report had been received.
- 060717/007 Finance**
007.1 Payments To approve accounts for payment
The following payments were approved and cheques signed accordingly:
J Weaver – (Salary) - £318.24 (Standing Order)
J Weaver – (Mileage / Expenses) – £79.05
K Owen – (Paint – Street Furniture) - £114.66
R Algar – (Wood Stain – Street Furniture) - £23.22
Glasdon UK Ltd – (Phoenix Outdoor Seat) - £500.02
Balfour Beatty – (Street Lighting Maintenance) -£1116.84
- Deferred from June Meeting**
Balfour Beatty - (Street Lighting Maintenance) - £1088.80
- Additional Invoice received**
L F Field – (Grass Cutting) - £390.00
The Clerk was asked to remind Mr Field that invoices needed to be submitted for payment by 23rd of each month to guarantee authorisation at the forthcoming Council meeting.

007.2 Receipts
Thurston's Fair - £95.00

007.3 Finance Report
The Clerk presented the Finance Report for the quarter ending 30th June 2017. The report was noted and approved by Council.

Cllr G Parkins arrived 8.05pm

007.4 Consideration of Quotations for Installation of Gates on Footpaths 2 & 3
Three quotations had been requested for the installation of gates on footpaths 2 and 3. Two written quotations and one verbal quotation had been received. Council agreed to accept the quotation from Brett Jones for the sum of £300.00. The Clerk would contact Mr Jones and arrange for the work to be carried out.

060717/008 Environment and Footpaths

008.1 Monthly Footpath Report
Cllr Mardon reported that she has received an email from a resident concerning overgrown hedges encroaching the Icknield Way footpath. The Clerk was asked to respond to the resident informing them that footpaths are the responsibility of County Council and encroaching hedges are the responsibility of the landowner. The Clerk would also write to the landowner asking for the hedges to be cut back.

The Clerk was asked to write to the school to ask them to cut the hedge on the footpath boarding the school, making the footpath safer for the general public as well as the recently established walking bus to the school.

008.2 Trees
Notification of the following tree works at the following property:-
White Gables, 74 Station Road, Dullingham
T1 Conifer - Reduce by 50%

060717/009 Planning

009.1 To receive Planning Application decisions:
None

009.2 To consider recent Planning Applications:
17/00329/FUL Ley Cottage, 2 Dullingham Ley, Dullingham
Demolition of existing house and construction of new replacement dwelling (Amendment – Additional information received includes ecology survey and amended elevations).
No Objections

17/00917/FUL 3 Kettlefields, Dullingham

Proposed conversion, extension, new pitched roof to the existing detached garage with a new link covered entrance to the main dwelling.

No Objections

17/01011/FUL Adjacent To The Thatches, 19 London Road, Newmarket

Change of use and alterations to form tourist accommodation

No Objections

17/00684/VAR 44 Dullingham Ley, Dullingham

To vary condition 6 (reinstatement of land) of previously approved 15/00330/FUL for amended design of replacement dwelling approved under Ref 12/00308/FUL. (Additional information received includes supporting information for the retention of the original dwelling house).

For information only – no response required.

Additional application received after the Agenda was issued and response required prior to the next Council Meeting -

17/01016/LBC Albert Farmhouse, 57 Station Road, Dullingham

Re-position internal plasterboard stud wall

No Objections – Subject to the conservation report

The Clerk reported that notification had been received from East Cambridgeshire District Council that the application for Land between 31 and 37 Brinkley Road, Dullingham which the Parish Council had objected to and East Cambridgeshire District Council had refused had been contested by the applicant. An appeal had been made to the Secretary of State. Further comments from the Parish Council if deemed necessary were required by 24th July.

060717/010 Play Area

010.1 Play Area Maintenance

It was noted that the play equipment required restraining. The Clerk was asked to contact Lars Laj to ask for recommendations for stain to be used.
A number of weeds were growing in the ditch surrounding the play area. Cllr Morley agreed to ask Les Field to strim this area.
It was noted that the Village Fete organisers had not asked permission to use the Village Green. The Clerk would send a letter informing them of the hire charges and insurance implications concerning using the Green without asking permission.

060717/011 Correspondence

No items of correspondence had been received.

060717/012 Other Matters

012.1 Rural Services Grant

Quotations for trees would be obtained and discussed under Finance at the August Parish Council meeting.
Cllr Mardon suggested the purchase of a defibrillator for the village. Cllr Mardon would make further enquiries regarding this and give consideration to a possible area to site a unit.

012.2 Street Lighting Maintenance Contract

The Clerk reported that she had obtained information from other local Parish Councils regarding companies they use for street lighting maintenance. This information would be kept on file and discussed when the renewal of the contract is discussed. It had recently been noted that the Parish Council owned street light on Stetchworth Road outside the King's Head had been removed without permission of the Council. The Clerk and a number of Councillors had made enquiries regarding who had removed it but had so far been unable to gain relevant information. The Clerk was asked to report this to the Police.

060717/013 Councillors' Reports - To receive reports from Parish Councillors

Cllr Mardon reported that she and Cllr Algar had recently attended the Parish Forum.
It was noted that the pond appears to be in need of cleaning, this would be discussed with Cllr Algar and Maggie Carvalho.
Cllr Mardon would distribute 'Welcome Packs' to new residents.
Cllr Parkins reported that laughing gas canisters had been found at the Pavilion, the Clerk would report this to the PCSO.
Cllr Morley reported that the boundary wall at 2 Church Lane appeared to be in a dangerous state of disrepair. Cllr Owen agreed to look at this and if necessary make contact with the residents.
It was reported that graffiti had recently been reported in areas of the village, the Clerk would speak to the PCSO regarding this.
An email had been received from a village resident concerning the recent electricity power cuts in the village, Cllr Owen had drafted a response and the Clerk would respond accordingly.
A resident had raised concerns regarding an overgrown hedge encroaching the footpath outside Dullingham House, the Clerk would write to Lady Norse asking that the hedge be cut back.
Cllr Owen reported that the PCSO had contacted him following concerns from residents regarding parking in the lay-by outside the King's Head pub / on Brinkley Road. The PCSO had suggested that a meeting be arranged between the Parish Council, PCSO, County Council Highways Department and the landlord of the King's Head to discuss this matter further. The Clerk was asked to arrange a date and time for an onsite meeting.

060717/014 Absences

All absences were noted by the Clerk.

060717/015 Risk Assessments

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

060717/016 Date of the next meeting

The next meeting of the Parish Council will take place on Thursday 3rd August 2017.

The meeting closed at 9.45pm.

Signed

Dated

DRAFT