

**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 7<sup>th</sup> July 2016

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**Present:-** Cllr K Owen (Chair), Cllrs Mardon, Algar and Morley

**070716/001 To receive and approve apologies for absence**  
Cllr Robertson and District Councillor C Morris

**070716/002 To receive declarations of Interest**  
No declarations of interest

**070716/003 Open Forum**

Rebecca Saunt – Planning Manager – East Cambridgeshire District Council

Rebecca Saunt reported that following a Planning Review in August 2015 changes had been implemented in the Planning Department making them more accessible to Parish Councils. She informed Council that a quarterly newsletter would now be produced and forwarded to Parish Councils keeping them up to date on changes and relevant information regarding planning. She also explained the structure within the Planning Department.

Rebecca Saunt explained details of the 5 year housing supply. She also explained reasons the Planning Department can refuse applications for and that because of the 5 year housing supply the Planning Department will no longer refuse planning applications which are outside the development envelope.

Rebecca Saunt also talked about the Call for Sites Report (Strategic Planning Department). She explained that there would be more public consultation to look at and comment on the sites in November 2016. Potentially it would be 2018 before the new local plan is adopted. If 10 or more houses are development affordable housing has to be developed.

Cllr K Owen commented on the local infrastructure and the need for this to be improved should more housing be development in the village.

Rebecca Saunt was thanked for attending the meeting and then left.

Two residents of Algar Drive who were in attendance were interested in the possibility of a portion of their land being used for building. Although they would prefer not to build they felt that if they built on this land themselves it would be as they like it and they would be able to influence the outcome of the work. They stated they would need to discuss this further themselves before reaching a final decision. Council thanked them for attending and they then left.

**070716/004 To approve the Minutes of 2<sup>nd</sup> June 2016**  
The minutes of the Meeting of the Parish Council held on 2<sup>nd</sup> June 2016 were approved and signed as a true and correct record.

**070716/005 Matters arising - Consideration of Action Update Sheet**  
Council considered the attached Action Update Sheet. Cllr K Owen agreed to contact Cary Simpson to ask him to supply the recently discussed gateway feature. A number of incidents regarding water drainage had recently occurred, it was agreed to ask Cllr M Robertson to write to Anglia Water regarding these ongoing issues. The Local Highways Improvement Initiative – 2016/17 funding which had recently been secured was discussed, it was agreed to contact Adam Cobb at the County Council Highways Department to authorize for commencement of the work.

**070716/006 Policy and Regulation Review**

Standing Orders  
Financial Regulations  
Risk Management Policy  
Complaints Procedure  
Freedom of Information  
Publication Scheme  
Publication Scheme- Information Document

Cllr K Owen raised various points in the policies that he felt needed updating. Council agreed and the Clerk was asked to update the policies accordingly.

**070716/007 County and District Councillor Reports**

No reports had been received

**070716/008 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)  
J Weaver (Expenses) - £10.00  
Burwell Parish Council – (Photocopying – Newsletter) - £16.75  
CGM Group – (Grass Cutting) - £266.04  
Anglian Water – Sports Field - £2.21 (Direct Debit)

008.2 Receipts

East Cambridgeshire District Council – Rural Services Grant - £2904.76

008.3 Consideration of earmarked reserves

A number of items listed on the Asset Register were in need of attention and earmarked reserves would be used for this purpose. The Asset Register would be discussed in more detail at the next Meeting of the Parish Council.

**070716/010 Environment and Footpaths**

010.1 Monthly Footpath Report

Cllr S Mardon reported that she had contacted the County Council regarding a number of complaints regarding to the village footpaths.

010.2 Trees

Notification of the following tree works at the following property:-

**The Paddocks South of Stetchworth Road, Dullingham**

T1 Sycamore – Remove  
T2 Ash (twin stemmed) – Pollard at 2-3 metres  
T3 Sycamore – Remove  
T5, T6, T7 Sycamore (on boundary of churchyard) – Remove  
H1 (A-B on plan) – Lightly trim back to allow installation of new fence posts  
(Reduce height once birds nesting season is over)  
(please notify Dullingham Church Warden/Vicar prior to the tree work)

Council noted that they had asked that any trees removed would be replaced with suitable alternatives. The Clerk was asked to contact the Tree Officer to confirm that this is going to happen.

**070716/011 Planning**

011.1 To receive Planning Application decisions:

The following planning decisions had been received from the District Council:-  
**16/00546/FUL Paddocks South of 27 to 29 Stetchworth Road, Dullingham**  
Erection of two stables with feed room and hay store - APPROVED

011.2 To consider recent Planning Applications:

**16/00774/FUL Deer Park Barn, 33 Station Road, Dullingham**  
Proposed outbuilding – NO OBJECTIONS

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

Proposed outbuilding – NO OBJECTIONS

Additional Planning Application:

An additional Planning Application had been received since the Agenda was issued, Council agreed to discuss this:

**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 – NO OBJECTIONS

**011.3 Planning Report**

No Planning Report had been received.

**070716/012 Play Area**

012.1 Play Area Weekly Maintenance

Cllr R Morley had recently taken over responsibility for the play area and the sports field. This responsibility would be shared with a new councillor once they had been appointed.

Cllr Morley was asked to establish how long was left on the grass cutting contract and look at possible alternatives. The Clerk agreed to pass on any relevant information to Cllr Morley.

**070716/013 Other Matters**

013.1 Rural Services Grant

Cllr K Owen had obtained a number of costings for items considered to be purchased with the rural services grant, other prices would be obtained and reported in more detail at the next meeting.

**070716/014 Councillors' Reports -** To receive reports from Parish Councillors

Cllr S Mardon reported that she had recently attended the Parish Forum. Points raised at the Forum included a Useful Contacts List for the Village, Police Presence at Parish Council Meetings, Neighbourhood Watch, Dial a Ride, Devolution, Sanctuary Housing, Speedwatch and Youth Clubs. Concern was raised regarding a wall at the Mission Hut on Dullingham Ley, it was thought that planning permission may be needed for this wall, it was agreed to contact Rebecca Saunt regarding this.

A number of concerns had been raised from both Councillors and residents regarding the lack of grass cutting recently in the village. These concerns have been reported by the Clerk and a number of Councillors via the Highways Reporting Website, the Clerk was asked to write to the Highways Department expressing the concern of the Council regarding this issue. Cllr K Owen agreed to contact Martin Attwood the resident concerned.

Correspondence had been received from Tony Jolley, the local Speedwatch Co-ordinator regarding reinstating Community Speedwatch within the village. The Clerk had been asked to reply to Tony Jolley regarding this issue and to contact Cllr M Shuter to ascertain if he knows the whereabouts of the camera.

Due to the amount of recent rainfall a significant amount of gravel was on a number of road surfaces within the village, the Clerk was asked to contact the Highways Department to ask for the relevant area to be swept.

Cllr K Owen reported that there was approximately £400 in funds left from a previously run Youth Group which would be available should a new group start up.

The Clerk reported that one application had been received for the vacant councillor position. It was agreed to invite the applicant to attend the August Parish Council meeting.

**070716/015 Absences**

All absences were noted by the Clerk.

**070716/016 Risk Assessments**

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

**070716/017 Date of the next meeting**

The next meeting of the Parish Council will take place on Thursday 4<sup>th</sup> August 2016.

The meeting closed at 9.52 pm.

**Signed**

**Dated**