

DULLINGHAM PARISH COUNCIL

Minutes of the Meeting held on Thursday 2nd July 2015 at 7.15 pm, The Taylor Hall, Dullingham

Present: Cllr K. Owen (Chair), Cllrs R Algar, R Morley, S Mardon, G Parkins and M Robertson.

Also present Y. Rix (Clerk), District Councillor C Morris, Mr D Osbourne (15/00547/FUL & 15/00548/LBC) and Mr C Anderson (15/00409/FUL)

020715/001 **To receive and approve apologies for absence**

An apology for absence had been received from Cllr T Owen.

020715/002 **To receive declarations of Interest**

There were no declarations of interests.

020715/003 **Open Forum**

Mr Osbourne informed Council that he was representing KWA Architects, who had submitted the application for Deer Park Farm in Station Road. He explained how the new owner of the property wished to make internal changes to the property, replace the roof of the side extension and garage. The building is listed, due to the original barn structure. He confirmed that there was no intention for any work to be carried out on the original structure and that the proposed work tended to make the building more featured and in keeping with the age of the property.

Mr Anderson informed Council that as agent for the owner of the recently approved new dwelling adjacent to the Kings Head, he had been advised that he should consult with the Parish Council, local County Councillor and the Police prior to submitting the Traffic Regulation Order Amendment as required as a condition of the planning consent. He informed Council that the Amendment will move the existing 40 mile per hour zone through the village further to the north, past the new entrance to the property. All other existing traffic calming and road markings will be moved accordingly. The cost of the work, including submitting the amendment will be the responsibility of the developer.

020715/004 **To approve the Minutes of 4th June 2015**

The minutes of the meeting held on 4th June 2015 were approved and signed as a true and correct record.

Proposed – Cllr Robertson Seconded – Cllr Mardon

020715/005 **Matters arising** - Consideration of Action Update Sheet.

The attached Action Update Sheet was considered.

Cllr Robertson informed Council that although some areas appear to have Quiet Lanes, Cambridgeshire did not appear to have taken up the scheme. He agreed to continue his investigations into the option of designating Dullingham Ley as a Quiet Lane.

Council agreed that 18 Cross Green should be removed from the list as the matter appears to have been resolved.

Cllr Mardon informed Council that it would not be possible for a litter bin to be situated at the entrance to Watery Lane, however a Dog Poo Bin may be possible. There may be a charge for this. The Clerk was asked to find out the likely cost for the bin, if the District Council will empty and maintain and should the Parish Council be able to source a cheaper bin, if the District Council would agree to maintain.

Councillor Parkins arrived at 7.40 pm.

Cllr Robertson informed Council that he was waiting for a response from the Contractor regarding the carving of the tree at the top of the Crescent.

The next Newsletter is due out in September. Council members were asked to think of interesting items that could be included.

020715/006 **County and District Councillor Reports**

There were no County or District Councillor Reports at this stage of the meeting.

020715/007 **Finance**

007.1 Payments To approve accounts for payment

The following payments were approved and cheques signed accordingly:

Y Rix Salary £309.19 DDR

ECDC Uncontested Election Fee £100.00

J A Neale Internal Audit 2014/2015 £100.00

CGM Grasscutting £266.04

Anglian Water £35.05 DDR

Council noted the poor quality of grass cutting recently. The issues raised with the Contractor concerning the Sports Field had been addressed. Council agreed that the grass cutting should be monitored.

007.2 Receipts

The sum of £95.00 had been received from Thurstons Fair for the use of the Village Green.

007.3 Consideration of Internal Audit Report 2014/2015

Council considered the attached report from the Internal Auditor for the year 2014/2015.

The report raised no concerns and the Clerk was thanked for her work. The Internal Auditor noted that the Council had mentioned during the year the possibility of using online banking. However without changing banks, this would not be an option for the Parish Council. The Internal Auditor also recommended that maintenance costs for assets be included in the Asset Register. This could provide information as to the long time life of an item.

Cllr K Owen explained that there are some materials left over from the maintenance work carried out by the Guides in the Millennium Garden. This could be used for some of the other benches, although each item would need to be checked prior to work being carried out to ensure that the preservative is suitable to be used.

007.4 Consideration of Quarterly Finance Report

The attached Quarterly Finance Report was considered by Council. The Clerk explained that the expenditure of £1820.00 was for the work to the footpaths. A grant for this work had been received from the County Council in the previous financial year. Cllr K Owen informed Councillors that the Council were on target and there were no areas for concern. The Council currently has a total of £28,326.09 in hand. Cllr Morley asked if the Parish Council had to have a set amount in the bank. The Clerk explained that although there are no specific guidelines, having more than twice the precept is likely to be questioned by the External Auditor. The lowest amount should be agreed by Council following a risk assessment being carried out.

020715/008 **Environment and Footpaths**

008.1 Monthly Footpath Report

Cllr Mardon informed Council that no grass cuts to the footpaths had been carried out by the County Council this year due to a delay in the appointment of a contractor. The Clerk reported that she understood that a contractor has now been appointed. Many of the paths including those on Widgham Estate are becoming overgrown. Any concerns and complaints about footpaths should be addressed to the County Council through the Highways Reporting Website.

020715/009 **Planning**

009.1 To receive Planning Application decisions:

15/00409/FUL Land rear of The Kings Head, 1 Stetchworth Road – Erection of new dwelling with new access from Newmarket Road – APPROVED

Council noted the conditions for the approval of the new dwelling on the land to the rear of the Kings Head. Mr Anderson, the agent for the new development explained that the application had been submitted as a self-build and therefore was not subject to the payment of the Community Infrastructure Levy (CIL). However should the owner of the property not adhere to the conditions, CIL would become payable.

Consideration of request for comments on Traffic Regulation Order for 15/00409/FUL

Council looked at the plans supplied for the Traffic Regulation Order Amendment required as a result of the new dwelling being approved. The amendment will see the 40 mph restriction being moved further along past the existing village entrance. The entrance gate and traffic markings would be moved along as required. A footpath will also be constructed from the crossroads to the junction with Stetchworth Road. All costs for the amendment and footpath will be the responsibility of the developer. Council agreed that ideally they would prefer to see the speed restriction come in to force further out of the village and asked Mr Anderson if this could be mentioned to the County Council, especially as the cost of moving the restriction will be the same for whatever distance is chosen. Otherwise, the Council supported the amendment. Mr Anderson had also consulted with County Councillor Shuter, who had no objections as long as the developer was paying for the work and the Police, who also had no objections. Cllr K Owen explained to Mr Anderson the original concerns over the reduction in the amount of parking spaces available for the King's Head as a result of the new dwelling and that the effect this could have on parking in Stetchworth Road and at the crossroads junction.

15/00330/FUL 44 Dullingham Ley – Amended design of replacement dwelling approved under ref 12/00308/FUL – APPROVED

Council noted the approval of the amended design for 44 Dullingham Ley.

009.2 To consider recent Planning Applications:

15/00545/FUL Buglers 4 Algar Drive – New proposed car lodge, part conversion of the existing garage into kitchen extension, proposed cladding and render finish to the existing external walls. Having considered the application Council had no objections to the proposal.

15/00547/FUL & 15/00548/LBC Dear Park Farm, 33 Station Road - Alterations including alterations to fenestration new pantile roof to single storey element

Council agreed that they had no objections to the proposal but felt that reclaimed pantiles should be used for the extension and garage roof if possible.

- 009.3 Planning Report (Cllr. T Owen)
There was no planning report.

020715/010 **Play Area**

010.1 Play Area Weekly Maintenance

Council members inspected the damage to the roller bar and the zip wire following the play area report received at the last meeting. These need to be reported to Lars Laj, as well as one or two other items which are still awaiting attention from the company. Cllr K Owen agreed to meet with a representative from Lars Laj. Council were asked by the Chair to decide if an information sign for the play area needs to be on both gates or would one suffice. Steve White will circulate the wording of the signs to Councillors for approval. The bins are not being emptied by Mr Drane as first intended. This to be discussed further at the next meeting. The rubber mats need to be located and installed, along with the rubber chippings. The area needs to be weeded. Cllr K Owen informed Council that he still needs to remove the goal posts. The Clerk was asked to write to the residents in Church Lane and ask them to trim trees and shrubs growing over their boundaries and in to the ditch to rear of the Village Green.

District Councillor Morris gave a brief report. He confirmed that he had received the copy of the Parish Council's letter to Anglian Water regarding the problems with the sewer. Connecting Cambridgeshire is on track. Michael Allan had been appointed as the new Chairman of the District Council. A consultation on the boarding of dogs has had the consultation period cut down from twelve weeks to six weeks. He informed Council that he had attended a meeting on the consultation for the Electoral Review of East Cambridgeshire District Council. This is currently at stage one of the consultation and at this point is looking for suggestions for possible ward boundaries. Having followed up an item discussed at the Annual Parish Meeting by the representative of the Ellesmere Centre, Cllr Morris informed Council that the Centre may be eligible for CIL funding to replace their heating system.

020715/011 **Correspondence**

011.1 Local Government Boundary Commission – Electoral Review of East Cambridgeshire

Council noted the consultation for the Electoral Review of East Cambridgeshire. As the closing date is not until 31st August, this item will be considered further at the next meeting when more information is likely to be available.

011.2 Letter from Lucy Frazer QC MP

A letter had been received from Lucy Frazer QC MP suggesting a possible meeting for residents. Council members agreed that this would be a good opportunity for residents, but should be held in conjunction with other parishes.

011.3 Balfour Beatty – Response regarding Cambridgeshire Street Lighting PFI

A response had been received from Balfour Beatty regarding the number of lights being removed from Dullingham under the PFI scheme. Balfour Beatty had informed Council that they were removing 10% of lights from the County and that this would not necessarily equate to each parish having a maximum of 10% of the County Council owned lights being removed. The work to replace and remove lights is now underway in the Village. The Clerk was asked to write back to Balfour Beatty again, informing them that they are not happy with the proposals. County Councillor M Shuter should be copied in to the correspondence.

011.4 Balfour Beatty – Festive Lights

A letter had been received from Balfour Beatty requesting details of any festive lights being connected to the street light supply, so that safety checks could be carried out. Council confirmed that no lights are connected in this way.

011.5 CCC Flood Risk Management Consultation

Cambridgeshire County Council is currently consulting on their Flood Risk Management Strategy. Cllr Robertson agreed to look at the draft strategy and draw up a response. Comments welcome from other Council members. The consultation ends on 14th July 2015.

011.6 CAMBRA – Listing Pubs as an Asset of Community Value

An email had been received from CAMBRA suggesting that local councils register public houses as Assets of Community Value to try to prevent them being sold and used for other facilities. Council agreed to check with Cllr T Owen if The Kings Head and The Boot had been listed already.

011.7 The Voluntary Network – Donation Request

Council agreed that they would not make a donation at this point in time.

011.8 EACH – Donation Request

Council agreed that they would not make a donation at this point in time.
District Councillor Morris left at 9.18 pm.

Responses had been received from Anglian Water and the Environment Agency to the Council's last letter to Anglian Water regarding drainage issues within the parish. The Environment Agency has no record of any floods being reported in Dullingham, despite flood and leakage of foul sewage into the watercourse being reported to Anglian Water. Anglian Water still refuses to meet with the

Council to discuss the issues. Cllr Robertson informed Council that he would liaise with both the Environment Agency and the County Council about the Council's concerns.

020715/012 **Other Matters** None

020715/013 **Councillors' Reports** - To receive reports from Parish Councillors
Cllr Robertson raised concerns regarding vehicles turning into and leaving the exit to the third parcel of land to the east of Brinkley Road. There are an increasing number of horses in the paddock. A sign has also been positioned on the verge requesting that the access is left clear. The Clerk to forward the concerns on to Highways and the PCSO for their attention. The Clerk was also asked to make the PCSO aware of the number of vehicles being parked on the pavement at the front of the Kings Head in Stetchworth Road.
The Clerk was asked to question the new entrance constructed to one of the fields in Station Road with Highways to find out if they have approved the access and to make Highways aware of the Council's concerns over water draining on to the road from the field.
Cllr Morley highlighted the speed of traffic through the village, particularly at night time. Cllr K Owen explained that this is something that could be considered for the Local Highways Improvement Initiative. Cllr Robertson explained the requirement of roads through villages to have a limit of 30 miles per hours and how Cambridgeshire County Council had failed to implement this policy. Council needs to consider the possibility of reinstating speed watch checks in the village.
Cllr Algar reported that he had been asked by a resident if the Minutes of Council meetings were still available on the website. The Clerk confirmed that for a period they had not been available, but that a new website was now up and running and Minutes were now available.
The BT manhole cover has been broken again on the junction of Eagle Lane and the B1061. The Clerk to report to BT Openreach.
Cllr Robertson left at 9.33 pm due to work commitments.
Cllr K Owen informed Council that he had received a request for a banner to be erected on the Village Green advertising an Art Exhibition in the village during the month of July. Council agreed to allow the banner to be erected at weekends as long as it was back from the junction and did not block any sight lines. The policy for advertisements needs to be reviewed and residents made aware of the policy through the Newsletter.

020715/014 **Absences**
All absences were noted by the Clerk.

020715/015 **Risk Assessments** -
Council agreed that there was no need to carry out additional risk assessments.

020715/016 **Date of the next meeting**
The next meeting will be held on Thursday 6th August 2015.
The meeting closed at 9.43 pm.

Signed

Dated