

DULLINGHAM PARISH COUNCIL

Minutes of the Meeting held on Thursday 3rd September 2015 at 7.15 pm, The Taylor Hall, Dullingham

Members Present: Cllr K Owen Chair, Cllrs Algar, Mardon, Morley and Parkins. Also Present: District Cllr Morris

- 030915/001 **To receive and approve apologies for absence**
None received.
- 030915/002 **To receive declarations of Interest**
No declarations were received.
- 030915/003 **Open Forum**
No matters were raised.
- 030915/004 **To approve the Minutes of 6th August 2015**
Cllr K Owen thank Cllr Mardon for chairing the meeting of the 6th August 2015 in his absence and thanked all those involved with getting the newsletter out.
The minutes of the meeting of 6th August 2015 were approved and signed as a true and correct matter.
- 030915/005 **Matters arising** - Consideration of Action Update Sheet.
Cllr Algar reported that due to the non-suitability of the horse chestnut wood for carving, it may not be worth doing. He agreed to obtain some prices to fell and chop the remaining tree trunk.
A resident from Eagle Lane has asked for a copy of the correspondence regarding the provision of kerbing along the road to help prevent flooding of some of the adjoining driveways. The Clerk to locate the correspondence and Cllr K Owen agreed to speak to the recent with details of what has happened to date. The area around the traffic calming in Station Road is becoming very overgrown, the signs are dirty and the road markings have faded. The Clerk to report to Highways.
- 030915/006 **County and District Councillor Reports**
There was no report at this stage of the meeting.
- 030915/007 **Finance**
- 007.1 Payments To approve accounts for payment
The following payments were approved.
Y Rix Salary £309.19 DDR
CGM Grass cutting £293.64
Y Rix Expenses £130.98
Y Rix Petty Cash £39.99
Burwell Parish Council Photocopies including Newsletter £23.05
- 007.2 Receipts
Use of Village Green by resident for parking £15.00
- 007.3 Revision of Bank and Building Society Mandates
The Chairman and Clerk are in the process of obtaining the necessary forms to amend the bank and building society mandates. Council agreed that the names of all non-current Councillor should be removed from the bank mandate, Cllrs Algar, Mardon and Morley should be added and Cllr Parkin should amend her details to reflect her marital name.
- 030915/008 **Environment and Footpaths**
- 008.1 Monthly Footpath Report
Cllr Mardon reported that Unex Group had cut the paths required just within the time set by the County Council. Stetchworth Estates also had cut a number of hedges. There is a leak from the brick hut near to the footpath in Wigham Wood. The land agent responsible for the estate is dealing with this. The Gibson family has carried out work to an ash tree adjacent to Watery Lane. Footpath 2 adjacent to the school is beginning to get very overgrown. The Clerk to report to the County Council.
- 030915/009 **Planning**
- 009.1 To receive Planning Application decisions:
Council noted the following decisions:
- 15/00808/VAR Shangrila 6 Station Road
Variation of conditions 2 (materials) and 3 (window and door details) of previously approved 12/01053/FUL for construction of two storey rear extension and single storey front extension – APPROVED
- 12/01053/NMAB Shangrila 6 Station Road
Non material amendment to previously approved 12/01053/FUL for construction of two storey rear

extension and single storey front extension – APPROVED

009.2 To consider recent Planning Applications:
15/00940/LBC The Guildhall, 2 Station Road
Remedial works to ground floor WC – No objections

15/00903/FUL 3 Kettlefields
Proposed two storey extension – No objections

15/01000/FUL Pipers Barn 63a Station Road
Conversion of existing cart lodge to form a home office and construction of new double garage and garden store – No objections

15/00937/FUL 18 Cross Green
Erection of replacement dwelling to include previously approved side and rear extensions (15/00937/FUL) – No objections

Notification had been received from ECDC notifying the Parish Council of the withdrawal of 15/00715/VAR Hill House Farm

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

030915/010 **Play Area**

010.1 Play Area Weekly Maintenance

Cllr K Owen agreed to speak to Steve White regarding the playground checks, as no report forms had recently been received and about the sign for the gate. The mats and the chippings are now in place but the zip wire seat and connectors for the climbing net still need to be fitted. Council agreed that it may be necessary to draw up a rota to empty the playground bins. Cllr K Owen informed Council that he was willing to supply the necessary bin bags. Several ECDC owned bins are regularly not being emptied by Veolia.

The Clerk has written to the owners of properties with land adjoining the ditch to the rear of the Village Green and has asked that they clear overgrown brambles etc. from the ditch. The Council now needs to address the remaining brambles and bushes that are overhanging the ditch from the Village Green side. Council agreed that the Clerk should obtain quotations to get the work carried out.

The Boot Public House is willing for those using the play equipment to use, if required, their toilet facilities, as long as it is during opening hours and no dirty nappies are left.

District Councillor Chris Morris arrived at 8.35 pm

030915/011 **Correspondence**

011.1 ECDC Notification of consent to carry out work to trees – Dollyn Cottage, 19 -21 Stetchworth Road
Council noted work approved to trees by ECDC at Dollyn Cottage.

011.2 Email regarding proposed Parish Forum for Ashley, Cheveley, Kirtling & Upend, Woodditton, Dullingham and Stetchworth

Peter Creswell, District Councillor for the Cheveley Ward is looking to set up a Parish Forum for the local area and has invited Dullingham Parish Council to join the group. Council agreed that they are interested. The Clerk was asked to convey this to Peter Creswell and that the Council is looking forward to further details.

011.3 CCC/Balfour Beatty – Maintenance Contract

The Street Light Maintenance Contract with Balfour Beatty is due for renewal. There are two options, one for three years which will cost £22.39 plus VAT per light per year or a one year plan, with less maintenance included for a cost of £21.19 plus VAT per light per year. Council agreed that they should accept the three year option at a cost of £22.39 plus VAT for each of its 41 owned street lights. When responding the Clerk was asked to point out that the Council was disappointed that very little time had been given for a Council to consider the request and that in accepting the contract, would require six monthly reports on the maintenance and repair work carried out to the street lights.

011.4 CCC Review of draft Rights of Way Improvement Plan

Council agreed that this item should be deferred to the next meeting to allow Cllr Mardon and other Council Members time to look at the draft Rights of Way Improvement Plan.

011.5 ECDC Public Conveniences Review Consultation

ECDC is currently carrying out a consultation of Public Conveniences in the District including the possible option to charge for using the facilities. Council agreed that they had no objections to a nominal, but not excessive charge as long as the toilets are clean and maintained.

030915/012 **Other Matters**

012.1 Councillor Training

Burwell Parish Council has organised some Outreach Councillor Training sessions on 14th, 21st and 28th of September at a cost of £35.00 per councillor per session. Cllr Morley and Cllr Algar agreed that they would attend on the 14th September, but were unable to attend the following two sessions. Cllr Mardon confirmed that she could attend on the 21st September, but would be unable to attend the first or last session.

012.2 Consideration of letter from Dullingham Parochial Church Council – Various matters

A letter had been received from Dullingham Parochial Church Council (DPCC). The DPCC would like to know if the Parish Council would like to contribute to a stained glass window for the porch of the church in memory of Mr K Waterhouse. Although many of those present indicated that they may wish to consider making a personal donation, it was agreed, as discussed at a previous meeting, that it would not be correct for a donation to be made from Parish Council Funds. DPCC had also raised the possibility of Community Payback carrying out work in order to help maintain the Churchyard. A date had been included in the letter of when a working party had been organised to carry out some of the required work. Unfortunately not enough notice had been given. It was agreed that the Clerk should write back to DPCC confirming the Council's decisions and also including the contact at ECDC for Community Payback so that direct contact could be made by the Church. DPCC also asked if the Council would make a financial contribution to the church newsletter. As with other requests for donations from village organisations, the Clerk was asked to write back and ask the DPCC to supply financial information for the previous year and the likely costs for the future. The option of the Parish Council and the Church working together to produce an improved newsletter could be explored.

012.3 Consideration of possible projects for submission – Local Highways Improvement Initiative

Applications for the Local Highways Improvement Initiative are due to be submitted by the beginning of November. Councillors were asked to bring suggestions for projects to the next meeting.

012.4 Disclosable Pecuniary Interest dispensations – Precept

The Clerk explained why it was necessary for all Councillors to request a Disclosable Pecuniary Interest Dispensation in respect of the Precept. All those present duly completed the request form and these were approved by the Proper Officer.

012.5 Street Light Matters

Council noted copies of correspondence to ECDC regarding the street lights from a resident in Kettlefields. The Parish Council had been unsuccessful in their request to CCC/Balfour Beatty regarding the percentage of County Council owned lights being removed in the village. Council noted that the County Council was not prepared to reduce the administration charges if the Parish Council carried out its own street light energy usage.

030915/013 **Councillors' Reports**

Council members commented that the benches near the pond have been stained. Some of the new lights in Algar Drive have been installed amongst the trees restricting the light.

District Councillor Morris reported that the proposal submitted to the Boundary Commission for consideration is for a reduction to 28 Councillors. ECDC has been recognised as a great place to live. Ely Bypass is due for completion in October 2017. Emma Grima has been appointed as Director of Corporate Services.

030915/014 **Absences**

The Clerk noted forthcoming absences.

030915/015 **Risk Assessments**

Council agreed that no further risk assessments are required to be carried out.

030915/016 **Date of the next meeting – 1st October 2015**

The meeting closed at 9.38 pm.

Signed

Dated