Members of the Council are summoned to and General Meeting of Dullingham Parish Council to take place on

**Thursday 6th August 2020, Virtually via Zoom at 7pm**

Please note: due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via a Zoom Meeting (<https://zoom.us/>). The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4th April 2020 (“the Regulations 2020”), enabling local councils to hold remote meetings (including by video and telephone conferencing) until May 2021.

If you wish to join the Parish Meeting please contact the Clerk directly by 4pm on the day of the meeting for the meeting ID and password (this will be forwarded to you on the day of the meeting) or this will be made available on the website on the day of the meeting. If you wish to raise any points within Item 100620/6 these must be sent to the Parish Clerk at least 24 hours before the meeting is due to commence.

We are limited to 40 minutes so this will enable to Council to respond.

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

**Members of the public are welcome to attend and speak on any item on this agenda for the first**

 **10 minutes of the meeting. They are then welcome to remain and observe the rest of the meeting.**

**MINUTES**

**060820/1 TO RECORD APOLOGIES FOR ABSENCE**

Councillor Mark Robertson

**060820/2 TO RECEIVE ANY DECLARATIONS OF INTEREST:**

 1. Declaration of any disclosable pecuniary interest in any item of business

2. Declaration of any personal and/or prejudicial interest in any items on the agenda

 GP declared a personal interest in 060820/5 (1)

3. Written requests for dispensations for disclosable pecuniary interests

4. Grants to any requests for dispensation

**060820/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**

The Full Parish Council Meeting minutes of Thursday 2nd July 2020 were approved.

060820/4 OPEN FORUM FOR PUBLIC PARTICIPATION

Please note all issue to be raised in this section must be sent to the Clerk via email 24 hours before the meeting is due to commence. At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

No members of the public were present.

**060820/5** **MATTERS ARISING:**

1. The Boot using the village green/ Replacement Tree Enforcement Case 09/2020

Discussions were held in to formulating a simple agreement for Village Green usage with The Boot. MC to circulate draft to all.

The tree enforcement Case 09/2020 correspondence was noted.

1. Benches for Play Area

It was agreed that two number benches to be installed in the play area, MC to proceed.

1. Defibrillator supplies

Discussions were held in regards to replacement items for the defibrillator. It was agreed that KO would supply a set of replacement pads and AED Armor Rescue Kit to be added to the kit to replenish.

1. Zoom Contribution

Dullingham Parish Council would like to contribute the amount of £29.75 towards an annual zoom subscription license. It was agreed by unanimous vote to proceed.

1. Sports Pavilion Meeting/ Damage and Donation for Repair - To discuss lease agreement/ insurance implications/Fire Regulation and Electrical Safety and works needed to secure the building for use.

GP updated that the building is being secured, agreed emergency repair. Due to Covid-19 it is unlikely that Cricket will be played frequently at the sports pavilion and the building is to remain closed with the exception of two toilets. GP will contact Cricket Club with cleaning guidance for these toilets and advise that no electricity will be operational in the building.

KP to contact current insurer to see if it will be possible to add buildings only insurance to the current policy and public liability to for the sports field.

1. Dullingham CLT

CS circulated a briefing note to all before the meeting. This was discussed and it was decided that MC would contact Emily Mulvaney in regard to setting up an information meeting for all Councillors.

1. Cambridgeshire County Council Street Light Energy Invoice and Street Lighting

KP advised the final Street Light Energy invoice had be received from CCC and although higher than expected, due to winter months billing period, MR had asked this be brought to this meeting to discuss. It was agreed by unanimous vote the invoice should be paid in full.

1. Village Tidy Up

CS referred the item to the next agenda

**060820/6** **PLANNING**

(Any plans the PC are aware of after posting of the agenda will be discussed at the next meeting. The application numbers and brief details will be posted via the notice board prior to said meeting.)

**Applications to discuss:**

**20/00869 20 Church Lane, Dullingham**

T1 Fraxinus excelsior (European Ash) - Fell to ground level. This tree has the potential to become a large specimen; this work is required before the tree becomes a problem.

T2, T4, 2x Prunus sp (Cherry species) and T3, Malus domestic (Apple) - Reduce and reshape the entire crown by 1mtr on all three trees. This work is necessary to maintain them in dimensions befitting of their environment.

The Parish Council discussed the application and a “No Comment” response was agreed by unanimous vote.

**20/00910/FUL White Gables 74 Station Road, Dullingham**

Extension and Alterations to house, including the taking down and reconstruction of part of the roof

The Parish Council discussed the application and a “No Comment” response was agreed by unanimous vote.

**Information only – 19/01666/DISB Leys Cottage 2 Dullingham Ley, Dullingham**

To discharge Condition 3 (Materials) and 5 (Hard Landscaping & Boundary Treatments) of decision dated 13 March 2020 To Vary Condition 1 (Approved Plans) of previously approved 17/00329/FUL for Demolition of existing house and construction of new replacement dwelling

**20/00906/TRE 6 Church Lane, Dullingham**

T1, T2, T3 3x Plum trees - Pollard to a height of 3.5m (just above where they fork) in an attempt to promote new lower growth which can be properly managed

T4 Plum - Reduce crown to a height of 4m to promote healthy growth

T5 Plum - Reduce crown to a height of 4m to promote healthy growth

The Parish Council discussed the application and a “No Comment” response was agreed by unanimous vote.

**20/00945/VAR Ley Cottage, Dullingham Ley, Dullingham**

To vary Condition 1 (approved Plans) of previously approved 19/01666/VAR. To Vary Condition 1 (Approved Plans) of previously approved 17/00329/FUL for Demolition of existing house and construction of new replacement dwelling

The Parish Council discussed the application and a “No Comment” response was agreed by unanimous vote.

**UPDATES**

**Amendment**

**Information only 20/00560/VAR Site South of 22 Brinkley Road, Dullingham**

To Vary condition 1 (approved plans) of previously approved 18/01672/FUL for erection for 5 Dwellings and Garages/Cart lodges and for a phased development –amendment involves additional information received including adding “the development hereby indicated consists of five plots to be completed in five separate phases.” To the site layout plan.

**Information only 20/00565/DISA Dullingham House 34 Station Road Dullingham**

To discharge Conditions 3 (Brickwork Panel), 4 (External & Internal Joinery), 5 (Rainwater Goods) and 6 (Roofing) of decision 20/00565/LBC dated 23 June 2020 for Alteration to existing single storey wing to link to adjacent outbuilding to create back kitchen, cloakroom, bootroom, utility room and family/side entrance including new paving and under floor heating to the existing hall & kitchen and new cloakroom to study

**Information only 20/00566/DISA Dullingham House 34 Station Road Dullingham** To discharge Conditions 3 (Brickwork Panel), 4 (External & Internal Joinery), 5 (Rainwater Goods), 6 (Roofing) & 7 (Tree Protection )of decision 20/00566/FUL dated 23 June 2020 for Alteration to existing single storey wing to link to adjacent outbuilding to create back kitchen, cloakroom, bootroom, utility room and family/side entrance including new paving and under floor heating to the existing hall & kitchen and new cloakroom to study

**18/01384/FUL Tilbrook Farm House, 63 Station Road, Dullingham**

New Dwelling with access and associated works –**APPROVED**

 **060820/7 PLAY AREA**

To update/ inspection report was circulated to all prior to the meeting. MC updated all that the rubber chippings were to be delivered early next week and he would liaise with MR in regard to delivery.

**060820/8 COUNTY AND DISTRICT COUNCILLOR REPORTS**

AS updated on the Bus, Cycle and walk consultation advising that due to COVID-19 certain elements of this had been delayed due to many officers being seconded, more updates shortly.

Sky Lanterns and Balloons – AS had presented a motion to East Cambs District Council in regard to the banning of releasing sky lanterns and balloons from District Council Land, and also asking all Parish Councils to also discuss banning their release from their land. The motion was passed unanimously and further information will be circulated to the Parish Council in due course.

KO asked if AS could suggest any funding sources that may help in regard to the Sports Pavilion, AS to circulate details to all.

 **060820/9 ENVIRONMENT AND FOOTPATHS**

SM advised that the footpaths are taking up a lot of time due to the time of year and among other issues. Most are now looking better as a cut was completed a few days ago. Sm asked if anyone was aware who owned the footpath by the layby off Watery Lane through the thicket as far as the bridge. KP has emailed Stechtworth Estates to establish if they are the owners, awaiting a reply.

KP updated that ECDC have offered to help with the removal of the plastic tree guards and are currently establishing if they can recycle the guards before collection is arranges. SM to liaise with MR to have the bags moved to a suitable location for collection and advise KP.

 **060820/10 ASSETS**

RA updated that all village green bollards are now fitted with plastic guards to protect the wood and thanked CS and MC for their assistance.

RA advised he will be painting the bench at The Pond and also tidying up the Millennium Garden in the next few weeks.

CS has now completed the painting of the Beacon on the village green and all agreed this looked very good.

CS also updated the Street Light investigations are still ongoing.

CS advised that two volunteers have agreed to paint the two benches in the millennium garden for the Parish Council.

 0**60820/11 FINACIAL MATTERS**

 010.1 Bank Reconciliation for 31st July 2020

 Cambridgeshire Building Society Account balance - £17011.40

 Lloyds Treasurers Account £28882.60

**Payments:**

010.2

 Expenses, Wages and HMRC – July £643.24 BACS

 MCGregor Services £432.00 BACS

 K& M Lighting £78.70 BACS

 Redshoes Accounting £45.00 BACS

 Opus Energy - Street Light Energy 24/02/2020 – 07/07/20 £635.67 DD

 All payments were approved by unanimous vote.

 **060820/12 COUNCILLORS FORUM**

CS to contact Highways in regard to the line repainting required by Kings Head.

GP asked if we had heard back from Enforcement on the cases previously reported, KP advised no updates had been received to date and wills chase all.

GP also asked if anyone had made contact with 12 Church Lane in regard to the overgrown brambles, CS advised this was in hand and being rectified.

KO raised concern over the land previously adopted by the Parish Council outside of the church to the right. It was agreed for KP to add this to the current Grounds Contract.

KO asked if KP could contact Anglian Water to establish the reason for the works on Station Road, Dullingham. KP to make contact.

**060820/13** **TEMPORARY DELEGATION SCHEME**

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline.  This will be carried out where possible by consultation with members by electronic means or telephone.  The clerk will further consult with the chairman for guidance as necessary.  The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place

**060820/14 DIARY DATES –** Next meeting 3rd September 2020 (date Clerk unable to make) possible new date 10th September 2020, new date was agreed by all.

 **Meeting closed at 20.38**

**……...…………………………………………………**

K Peck

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Dullingham Parish Council**

**………………………………………………………**

**C Simpson**

**Chairman**

**Dullingham Parish Council**

**10th September 2020**