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

**Thursday 1st October 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.

To join the Parish Meeting the meeting ID 857 9944 5897 and password 574225.

**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**

**011020/1 TO RECORD APOLOGIES FOR ABSENCE**

None

**011020/2 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

3. Written requests for dispensations for disclosable pecuniary interests

4. Grants to any requests for dispensation

No declarations were given.

**011020/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**

The minutes of the Full Parish Council Meeting Thursday 10th September 2020 were approved as a true record of the meeting.

011020/4 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.

**011020/5** **MATTERS ARISING:**

1. Dullingham CLT Update – possible community leaflet update- the Parish Council discussed the draft leaflet circulated before the meeting and it was agreed to wait for feedback and then progress. MC to chase.
2. Development Envelope review and comparison – the Parish Council discussed the maps circulated before the meeting. MR explained this is a proactive control measure to bring the development envelope up to date. MR asked all to view the map and outline their suggestion, he will collate and re circulate.
3. Funding Sources – AS updated that the ECDC Facilities Improvement Grant would be a possible source. AS to send further details to the Clerk who will circulate to the Council.
4. Village Tidy Up – the parish council discussed areas that need attention in the parish and it was decided that a general litter pick of the approach roads and the village was needed, date agreed as 17th October 2020 at 10am on village green, KP to advertise on social media. The Councillors decided that they would form a working party to deal with the cleaning of road signs and bulb planting. Highways markings had been addressed by CS will re report and add Eagle Lane and the King Head to the report.
5. Street Light Update – CS advised he is still awaiting a reply and will circulate once received.
6. Draft Budget discussion – KP advised that the proposed figures are a starting point and asked all to review and make suggestions regarding future projects, and budget need for 2021-22 with a view to setting the budget and precept by December 2020.
7. Helium Filled Balloons and Lanterns – it was agreed by unanimous decisions that Dullingham Parish Council would sign up to the charter and posters would be displayed on the noticeboard and parish website. The Parish Council agreed to ban the release of balloons and lanterns on Council owned premises.
8. CIL for 2021/22 Update – KP advised that the CIL holding transfer in October is £2361.81 and invoices raised but not paid yet (future income for Parish when they are paid) £2440.69. KP clarified that “*CIL monies can be spent on the provision, improvement, replacement, operation or maintenance of infrastructure, or anything else that is concerned with addressing demands that development places on an area”.* KP to request a breakdown of where the CIL from 2016 to date has resulted from.

**011020/6** **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:**

**20/01166/TRE Tilbrook Farm House 63 Station Road Dullingham**

G1 Horse Chestnut & Yew - Reduce lateral branches towards the southeast by 1.5m T5 London Plane - Fell to ground level T6 Cherry - Fell to ground level Cotoneaster (located between T5 & T6) - Fell to ground level Proposed works are in line with approved planning permission - the parish council discussed the application and a “No Comment” response was agreed by unanimous vote.

  **20/01139/FUL 34 Station Road Dullingham**

Garden Room extension to the West of the existing main house - the parish council discussed the application and a “No Comment” response was agreed by unanimous vote.

 **20/01140/LBC 34 Station Road Dullingham**

Garden Room extension to the West of the existing main house - the parish council discussed the application and a “No Comment” response was agreed by unanimous vote.

**20/01205/CLE Hope Hall Stud, Brinkley Road, Dullingham**

Creation of 2 x dwellings (Mess Wing and Foaling Unit) – the council raised concerns over the processes relating to this and other applications of its sort. MR advised he had been in contact with ECDC Planning and asked AS to take this up on behalf of Dullingham Parish Council. AS to update.

**20/00945/DISA Ley Cottage, 2 Dullingham Ley, Dullingham**

To discharge Condition 7 (surface water) of decision dated 15th September 2020 to vary Condition 1 (approved Plans) of previously approved 19/01666/VAR for to vary Condition 1 (approved Plans) of previously approved 17/00329/FUL for demolition of exiting house and construction of new replacement dwellings - the parish council discussed the application and a “No Comment” response was agreed by unanimous vote.

**UPDATES**

**20/00945/VAR Ley Cottage 2 Dullingham Ley Dullingham**

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

**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 Location - **APPROVED**

 **011020/7 PLAY AREA**

MC circulated a full report to all prior to the meeting, no issue highlighted. Benches are due to be fitted next week and KP advised that the inspection is due to be completed in the next two weeks; inspector will contact MC directly to make an appointment.

**011020/8 COUNTY AND DISTRICT COUNCILLOR REPORTS**

**AS updated all on:**

Bus Survey is due at a meeting next week and a further update will be available, COVID had affected bus usage and this may have an impact.

Planning White Paper – due at Full Council in 3 weeks’ time and can then provide a summary of suggested changes. Major areas coming from this are; a new Local Plan would be needed by 2024, impact on CLT’s and CIL Funding.

 **011020/9 ENVIRONMENT AND FOOTPATHS**

SM advised that the tubes can now be moved to a collectable location, MR and CS to assist. SM to advise KP once in location and arrangements to have these collected can be made.

**011020/10 ASSETS**

 RA advised a full report would be given at the next meeting.

 **011020/11 FINACIAL MATTERS**

 010.1 Bank Reconciliation for 30th September 2020 was proposed by RA and seconded by GP

**Payments:**

010.2 Redshoes Accounting £45.00 BACS

 McGregor – Grass Cutting £576.00 BACS

 K & M Lighting – Maintenance £86.04 BACS

 PKF Littlejohn – External Audit Fee £240.00 BACS

 HMRC, Wage and Expenses £714.95 BACS

 Currys PC World- printer £293.94 BACS

 10.3 **INCOME**

 East Cambs District Council (precept) £11261.38 BACS

 All payments and income were agreed by unanimous vote.

 **011020/12 COUNCILLORS FORUM**

KO queried the monitoring devise on Bakehouse, as nobody was aware of it purpose KO will contact the company to investigate.

KO asked RA and GP to check salt level in bins and to establish if a shovel was located in each ready for winter.

RA - raised concern over the access gate and MR advised he believed that this was now not an enforceable issue due to the Section 106 being removed. AS advised this was also his understanding but he will clarify this with ECDC and update the Council accordingly.

**011020/13** **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.

This was agreed by unanimous vote.

**011020/14 DIARY DATES –** the next meeting will be on Thursday 5th November 2020

Meeting closed 20.41

**..............................................................**

K Peck

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Dullingham Parish Council**

...................................................................

C Simpson

**Cary Simpson**

**Chairman**

**Dullingham Parish Council**

5th November 2020