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

**Thursday 1st April 2021, 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 83535250916 and password 215279

**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**

**010421/1 TO RECORD APOLOGIES FOR ABSENCE**

There were no apologies for absence

**010421/2 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

There were no declarations of interest

**010421/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**

The Full Parish Council Meeting minutes from Thursday 4th March 2021 were approve by unanimous decision as true and accurate record of the meeting

010421/4 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

There were no member soft h public

**010421/5** **MATTERS ARISING:**

1. Station Upgrade following communication and webinar

The Council discussed the recent webinar and it was agreed to re visit the subject at a later stage or when there are any developments. AS to contact East Cambridgeshire District Council in regard to having the station buildings possibly adding to the Schedule of Buildings of Local Interest.

1. Planning response and feedback

The Council decided there was no further work required

1. Street Lighting Update – to discuss quotations and make a decision

The Council await a third quotation, MR to chase. To be discussed at the next Parish Council Meeting

1. Pavilion – basics works quotations if received and to decide how to progress and set a budget for works

RA will chase quotations for roof tiles and electrics.

1. County Council - requirement to have all works on County Land registered prior to action

CS noted that the Parish Council will develop a standard form for future use. CS to circulate to all Councillors

1. To discuss and approve Insurance Renewal

The Parish Council Insurance Renewal was circulated to all before the meeting. It was agreed by unanimous decision that the Council will proceed with the renewal £807.56

1. To discuss the Footpath Map

The Parish Council discussed the options available which were a large map located in one location in the village or smaller printable maps in various locations for the community/visitors. It was agreed the preferred option was for small maps, SM to progress

1. Remote Meetings - 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 6th May 2021. As yet this has not been extended by the Government but we hope this will change by the deadline. Therefore after 6th May 2021 Dullingham Parish Council will continue to meet virtually, resolutions made with delegation to the Clerk as outlined in the Councils delegation scheme. At the next face to face meeting all resolutions under the delegation shall be ratified.

**010421/6** **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:**

**21/00276/FUL 18 Bakehouse Hill, Dullingham**

Change of use from public amenity land to residential garden (extension given until 02.04.2021)

The Parish Council discussed the application and it was agreed to request refusal. The Parish Council brought the districts attention to the letter dated 13th March 2021 in regard to the application. The Parish Council supported the request for refusal as outlined within the letter as they felt that this land should remain available for public usage and therefore requested the change of use refused

**21/00337/FUL 150 Station Road, Dullingham**

New Close boarded boundary fencing (retrospective)

The Parish Council discussed the application and requested a refusal due to it not being in-keeping with the style or appearance if the village and its impact on the road safety and visibility

**20/01487/FUL 18 The Crescent, Dullingham**

Summer House/shed (retrospective)

The Parish Council discussed the application and returned a comment as follows: “The Parish Council does not object to the structure but would if it this building was to be used as a spate dwelling/residence

**21/00239/TRE Chestnut Cottage, 41 Station Road, Dullingham**

T1 Damson – reduce height by up to 2m and lateral spread by 1, to reshape

The Council discussed the application and agreed and No Comment responses

**21/00341/TRE Albert Farmhouse, 57 Station Road, Dullingham**

T1 Cherry – Remove as several large dead limbs causing unbalance and misshapen appearance. Replace with similar tree in close proximity

The Council discussed the application and agreed and No Comment responses

**21/00354/TRE Tilbrook Farm Cottage, 81 Station Road, Dullingham**

T1 Apple – Reduce by up to 2m and reshape

T2 Lilac – Fell as dying

H1 Hornbeam hedge/row young trees – reduce by up to 3m to manageable dimensions

The Parish Council discussed the application and returned a comment as follows: “The Parish Council would like consideration given to replacement of T2 Lilac for like for like and would like to stress their desire for all felled tree’s to be replaced”

**20/01635/FUL Hope Hall Stud, Brinkley Road, Dullingham**

Conservation and Drainage Lake (retrospective) AMENMENT including information sent to the LLFA and EA to address concerns over the drainage

The Parish Council discussed the amendment and agreed the following response - The comparison of this scheme to the recently built lake on Dullingham Ley do not, in our opinion, bear comparison. The approved lake was constructed along the line of an existing watercourse that drains an area of several hundreds of acres but this also highlights the frailty of water supply in our area as its supply has been known to dry up. This lake is constructed on virtually the highest point of the stud and relies entirely on a relatively small area to provide all of its water. Whilst these fluctuations may provide benefit to wildlife we remain concerned that no confirmation appears to have been given that the supply will not be supplemented if the lake is threatened with drying out completely.

Our concerns about flooding do involve the Ley where the water overflow will be required to flow along the edge of the roadway in ditches that have seen little if any maintenance over many years and when flowing allow significant amounts of water to escape onto the highway. This affects a large distance and is not confined to the culvert mentioned. In addition if ground drains feed the lake then at times when it is full the rate of flow in the ditches will be greater than current run off which has implications for many points downstream that already threaten emergency access to a recently approved scheme. This run off would require further control to protect downstream risk.

The website does not appear to include all correspondence between parties which prevents us from seeing if these points have been addressed in full.

**UPDATES**

**20/01743/FUL 15 Taylors Field, Dullingham**

Proposed single storey side extension, with garage **conversion – APPORVED**

**21/00144/FUL 7 Hill Farm View**

 **010421/7 PLAY AREA**

To update/ inspection report

The Council discuss an agreement for The Boot to use the green from April to October and this as agreed by unanimous decision

**010421/8 COUNTY AND DISTRICT COUNCILLOR REPORTS**

AS updated all on the Cycling/Walking consultation which is now likely to take place in May or June of 2021.

AS advised that the East Cambridgeshire District Council Full Council Meeting will be pulled forward to accommodate remote meeting policy

 **010421/9 ENVIRONMENT AND FOOTPATHS**

SM updated that the village litter picking was almost complete with only a few areas remaining.

The two replacement trees had also now be planted as agreed

**010421/10 ASSETS**

RA advised maintenance and improvement work has been carried out at the the Millennium Garden with the help of Keith Algar and many thanks to him for his input. New plants have been added in some areas, exposed plant membrane has been cut back and new grass seed sown, tree and shrub pruning carried out and a general clearing up of debris has left the area in good shape for the year.

The new white gate at the Brinkley Road entrance to the village has been installed.

The old sight screen on the sports field will be cut up and removed

 **010421/11 FINANCIAL MATTERS**

 010.1 Bank Reconciliation for 31st March 2021

**Payments:**

010.2 HMRC, Wages and Expenses £1108.79 BACS

 OPUS – Street Light Energy £256.80 DD

 Redshoes – Payroll Services £43.20 BACS

 K& M Lighting – Maintenance £86.04 BACS

**Income**

 10.3 None

 The bank reconciliation and all payments were agreed by unanimous vote

 **010421/12 COUNCILLORS FORUM**

GP raised concern over the current poor state of the Flint Wall at Dullingham House and various other walls, once of which has now collapsed.

The Clerk updated that East Cambridgeshire District Council Conservation Officer had been contacted in relation to the Councils concerns back in December 2020 and various attempts to chase a site visit or any form of contact had failed. The Clerk will now report the dangerous structure to ECDC Building Control and copy in the Conservation Officer so he is aware of the current situation

**010421/13** **TEMPORARY DELEGATION SCHEME - TO ADOPT**

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/virtual 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 (in person)after the council meeting at which the delegation was put in place

The delegation was agreed by unanimous decison

**010421/14 DIARY DATES –** The next meeting will be Thursday 6th May 2021 7pm Annual Parish Meeting followed by Annual Meeting of Dullingham Parish Council at 7.30pm via Zoom

 The meeting closed at 21.11

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

K Peck C Simpson

**Karen Peck Cary Simpson**

**Clerk & Responsible Finance Officer Chair**

**Dullingham Parish Council** **Dullingham Parish Council#**

**6th May 2021**