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

**Thursday 4th March 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 84675432766 and password 894743

**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**

**040321/1 TO RECORD APOLOGIES FOR ABSENCE**

No apologies were received, the meeting started at 19.02 with Councillors CS, SM, RA and MC in attendance. Councillor KO, GP and MR joined the meeting at 19.07 and District Councillor AS joined the meeting at 20.35. There were two members of the public in attendance

**040321/2 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

**040321/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**

The full Parish Council Meeting Minutes from Thursday 4th February 2021 were approved by unanimous decision as a true and accurate record of the meeting

040321/4 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

A member of the public spoke on regarding Cambridgeshire & Peterborough Association of Local Councils (CAPALC).

Questions were welcomed from the speaker from councillors about the service.

The Chairman thanked the speaker

**040321/5** **MATTERS ARISING:**

1. Street Lighting Update – to discuss quotations if received

CS advised two quotations had been sought and the Council await the final quotation. MR added that the addition of 1 x concrete light be added is necessary. It was agreed this item would be discussed at the next meeting once all quotations had been received

1. Planning survey – update

CS advised that there had been a very positive return which equated to 101 responses against and 1 for the proposed development. A summary of the results will published in due course

1. Bird Box Project – to discuss and agree any material costs

It was resolved that material costs would not exceed £100.00 and MR would cut materials to size for villagers to collect

1. Tree Purchase – at agree type and spend

The Council discussed the replacement of the two trees, recently moved and it was resolved that a spend of £80 would be set for the replacement trees. SM to progress

1. To approve internal auditor

It was agreed by unanimously to continue with last year’s Internal Auditor, S& J Accounting

1. To approve a spend for village planting

KO addressed the Council in regard to a budget for further village planting. The Council discussed the proposal and agreed a budget of £500 for village planting and redesign of the Millennium Garden Area. RA, SM and KO to progress

1. To discuss CAPALC Affiliation Renewal

The Council voted on the renewal received and it was resolved not to renew for the coming year

1. Sports Pavilion - to provide an update

The Council discussed the poor state of the current provision and the options available at this stage. Three options were discussed, one being a minimal renovation, another full renovation and the lastly an option to rebuild requiring substantial grant funding. MR suggested a community meeting to establish the community support for each option would be helpful in the coming months. The Council agreed unanimously for RA and GP to arrange an emergency meeting with all sports users to ascertain the need for any type of facility and this will be fed back to the next Parish Meeting.

**040321/6** **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:**

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

T1 Damson – Reduce height by up to 2m and lateral spread by 1pm to reshape

The Council discussed the application and agreed unanimously a “No Comment” response

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

Change of use from public amenity land to residential garden

The Council were unable to discuss the application due to not information being unloaded to the East Cambridgeshire Planning Portal, which had been chased by the Clerk. KP to request an extension until the next Parish Meeting

**21/00294/FUL 3 Elm Close, Dullingham**

Demolition of old timber conservatory and erection of new single storey extension to the rear of the property, with wrap around to the side

The Council discussed the application and agreed unanimously a “No Comment” response

**UPDATES**

**21/00001/TRE 22 Station Road, Dullingham**

T1 Walnut – Remove due to fungal fruiting bodies – APPROVED

 **040321/7 PLAY AREA**

To update/ inspection report

MC provided a full inspection report to all and was circulated before the meeting

**040321/8 COUNTY AND DISTRICT COUNCILLOR REPORTS**

AS updated that the bus, cycle and working party would be meeting next Wednesday in regard to the consultation.

Haddenham CLT had now released 8 new homes.

Council Tax for East Cambridgeshire District had been frozen again and agreed that in the next financial years 2022/23 and 23/24 there would be a need for £5 increase per year for a Band D property.

AS confirmed he is happy to take forward the development envelope matter with East Cambridgeshire District Council on behalf of the Parish Council.

AS confirmed that Matthew Shutter will be retiring.

 **040321/9 ENVIRONMENT AND FOOTPATHS**

 To update

SM requested the Councils support and the need for a village litter pick and for this to be advertised via the next Newsletter and on social media. It was agreed by unanimous decision that a COVID secure, socially distanced litter pick would be advertised over a period of 3 – 4 weeks (from 21st March for the duration of 1 month) to allow families/households to complete on their daily exercise routes.

SM requested the Parish Council look into a Village Map of Footpaths similar to that at Stetchworth. SM to progress

**040321/10 ASSETS**

 To update

RA advised that all assets were in order and works and budget for the Millennium Garden had already been agreed

 **040321/11 FINANCIAL MATTERS**

 010.1 Bank Reconciliation for 28th February 2021

**Payments:**

010.2 KP Martin-Smith (Door Replacement Pavilion) £220.00 BACS

 HMRC, Wages and expenses £649.95BACS

 K&M Lighting – Street Light Maintenance £86.04 BACS

 FLP – Play Equipment £3535.20 BACS

 OPUS – Street Light Energy £202.12 DD

 ICO – 2021-22 £40.00 BACS

**Income**

 10.3 ECDC Covid £500.00 BACS

 The bank reconciliation, payments and income were agreed by unanimous decision

 **040321/12 COUNCILLORS FORUM**

To raise any concerns outside of agenda items

GP raised concerns over an overhanging tree, CS to progress.

KO raised concerns over water levels and condition at pumping station, CS will investigate.

CS advised that a meeting with the land owner for the pavilion had taken place in regard to an extension and a further update due. There seems to be no issue with an extension in principle and there may be an associated cost of approx. £1000.

Councillor SM left the meeting at 20.37

**040321/13** **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

The Council agreed to the delegation unanimously

**040321/14 DIARY DATES –** Next meeting will be on Thursday 1st April 2021 via Zoom

 The meeting closed at 20.43

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

K Peck C Simpson

**Karen Peck C Simpson**

**Clerk & Responsible Finance Officer Chairman**

**Dullingham Parish Council** Dullingham Parish Council

1st April 2021