

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 14TH JULY 2015**

PRESENT: Cllr Bathmaker (Chairman), Cllr Pipe, Cllr Williams, Cllr McClelland, Cllr Baker, Cllr Sharp, Cllr Pledger

District Cllr Cathcart, District Cllr McCraith

Members of the Public -4

7.15 pm PARISH COUNCIL PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Wiltshire, Cllr Jones, County Cllr Dent

02. TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA

There were no declarations made.

03. OPEN FORUM

Issues raised were related to Item 05 and discussed then.

04. PLANNING APPLICATIONS

4.1 Ref No. S/1185/15/LB

Rose Cottage, Royston Road –Replacing an existing open riser ‘ladder’ stair, and dining room floor (Ms Emma Grant)

-Recommendation Approval

4.2 Ref No. S/1482/15/FL

17 New Close –Porch to front elevation

(Miss V Lamb)

-Recommendation Approval

05. HIGHFIELD FARM –REG BIO PLANNING CONSENT

The Chairman reported that he had been in conversation with Ian Collins, representative of Reg BIO, who was very keen to work with the Parish Council on the project. The planning consent had highlighted some conditions relating to air quality and disposal of omissions. Cllr Cathcart added that the consent was delegated approval so until the conditions had been discharged to the satisfaction of South Cambridgeshire District Council the work could not start.

Mr Collins was in attendance and invited to speak.

He began by agreeing that the work on the site would not be started until all the conditions had been met. Mr Collins then advised that he would have a community programme of works available for the Parish Council meeting in September. Following that there would be regular updates for the village. The developers would be happy to arrange visits to the site for parishioners. Post completion parishioners would be able to see how the site worked. The Chairman advised that the visits could be advertised through the village Facebook page and notice boards. Mr Collins was asked where the nearest completed project was located. He advised that it was near Ipswich. There was also a smaller plant near Thetford. He suggested both locations could be visited on one day to see the comparisons and this would be arranged in September 2015.

Contractors would be instructed to access the site from the A505 and not through the village. There had been a similar situation elsewhere with restrictions on traffic movements and these had been in place for the past six years without any comment.

Cllr Sharp expressed concern over a press article by County Cllr Dent. He had since advised that he was miss quoted and had referred to information he had been sent before the initial meeting with the developer. Mr Collins stated that he stood by his original quote of no noise or smell. He advised the process of the machinery. Cllr Pipe added that he had followed up a press article relating to a site opened before Xmas 2014 and the paper had confirmed that there had been no complaints.

The Chairman asked if there would be any financial contribution to the village. Mr Collins stated that the project would not be making as much money as a wind farm but would be happy to consider making a contribution.

Mr Collins advised that he would attend the Parish Council meetings to answer questions and provide updates on the project.

The Chairman thanked Mr Collins for attending the meeting.

06. AFFORDABLE HOUSING UPDATE

Cllr Pipe reported that he had received an e-mail from the Housing Association, Stonewater, stating that they would be unable to continue with the affordable housing project for a number of reasons relating to Cambridgeshire County Council land disposal process and the City Deal. He added that money had been set aside by the Housing Association for this project. The District Councillors expressed concern over the communication as Ray Manning, the Leader of South Cambridgeshire District Council, had announced this site would be the first housing project financed by the City Deal. Cllr McCraith stated that he would follow this up with Cllr Manning.

*-Cllr
McCraith*

A discussion took place on the City Deal and the membership of Cambridgeshire County Council, Cambridge City and South Cambridgeshire District Council. Cllr Cathcart expressed concern that South Cambs would be out voted on any decisions. A discussion also took place on the new Government legislation for Right To Buy and how this would affect affordable housing on exception sites. It was agreed that clarification would be needed.

07. OTHER

There were no other planning issues raised.

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Wiltshire, Cllr Mc Clelland and County Cllr Dent

02. TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA

There were no interests declared.

03. OPEN FORUM

3.1 Proposed Refurbishment of Recreation Centre

Mrs Heather Williams reported that the committee had met and were currently compiling information for a report to be made to the Parish Council in October. The committee had tried to set up a bank account, for fund raising, but due to regulations on community accounts asked Councillors for their help. The Clerk suggested that any money raised or grants obtained, could be deposited in the Recreation Centre Management Committee bank account and ring fenced. Signatories of this account were Cllr Wiltshire, Cllr Sharp and the Parish Clerk. Mrs Williams would advise their committee to see if this was acceptable. Mrs Williams then advised that the committee believed it might be an idea to change the name of the building for example to Litlington Community Pavilion.

Cllr Sharp reported that along with Cllr Jones he was looking at both the Recreation Centre and Village Hall, the viability of their letting and the value of the sites. The Village Hall committee were meeting on the 16th July to discuss this.

Cllr Pledger asked Mrs Williams to forward a rough budget for each of the options the working group were considering so that grants could be identified.

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Meeting dated 9th June 2015

Minutes of the meeting, copies previously circulated, were agreed a true record and signed by the Chairman.

05. MATTERS ARISING

5.1 Highway Issues

5.1.1 South Street/Meeting Lane Junction/Local Highway improvements Initiative 2014/15

Cllr Pipe reported that the objection from a Bassingbourn Road resident stood. This would be going before a County Council committee before the work on the junction could commence. He suggested that an application be made under the Minor Highway Improvement Scheme for 2016/17 for the speed cushions on Meeting Lane to complete the scheme. Councillors agreed that when the application forms were received this would be the suggested project.

-Cllr Pipe

Cllr Pipe would follow up the removal of the disabled parking bay on Bassingbourn Road as discussed at the last meeting.

5.1.2 Speedwatch Signs

The County Officer had been chased by the Clerk on a response from the police. The Chairman confirmed that he had been forwarding details of the speed checks to the Police.

5.2 Installation of wooden posts and motorbike signage

The motorbike signs had been installed where discussed. A working group needed to be put together to install the posts which were currently with the Clerk.

5.3 Update on Parish Plan

Cllr Pledger confirmed that she was writing a report, with a series of recommendations, resulting from the Parish Plan questionnaire. She would circulate to Councillors during August for discussion at the September Parish Council meeting.

*-Cllr
Pledger*

5.4 Community Right to Bid (The Crown/Village Stores)

The completion of the forms was in hand.

-Clerk

5.5 Dog Fouling Initiatives

The Clerk advised that she had placed the order for the spray paint but the company would not release it until payment had been received. A cheque was on the list for authorisation at this meeting. Once the Clerk had received the paint the initiative would be advertised around the village. Cllr Cathcart advised that he had asked the District Council Environmental Health Officer if they had any expertise on this initiative. Cllr Pledger stated that she had spoken to officers in Fenland who advised that it received positive feedback.

-Clerk

5.6 Byway 11 Grass cut

The grass had been cut.

5.7 Bassingbourn Road Footpath

The grass on the footpath and verges had been cut.

5.8 Overgrown Shrubbery Malting Lane

The Clerk advised that in situations such as this the County Council were trying to encourage the community to deal. Cllr Williams expressed concern over the shrubbery on the verge which was causing vehicles to drive on the grass verge opposite to avoid hitting the foliage. She confirmed that this was on County Highway land. The Clerk would follow up through the County Council website.

-Clerk

06. CORRESPONDENCE

Correspondence received was discussed under agenda items.

07. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 County Council

Cllr Dent had circulated a report.

7.2 District Council

Cllr McCraith queried why the Village Fayre in Litlington was held on the same day as the Whaddon Fete. The Clerk advised that the Village Fayre committee always liaised with Steeple Morden and Bassingbourn Primary schools to avoid a clash with them as they were closer to the village. She added that Abington Piggott's fete was the following weekend. It was difficult for the villages to avoid holding their event without clashing with someone.

Cllr Cathcart then updated on the Local Development Plan and the proposed timetable. He advised that the further submission was not likely to be until February 2016. South Cambridgeshire District Council was seeking legal advice to defend them against speculative planning applications.

Cllr McCraith reported that the Boundary Commission was approaching South Cambridgeshire District Council with a range of options resulting in less District Councillors. One option was to have three member wards. Nothing had been decided yet but this was developing at speed.

As Cllr Cathcart reported under the affordable housing discussion it was felt that South Cambridgeshire was under a disadvantage in relation to the City Deal. They were trying to involve Huntingdonshire by way of shared services.

Cllr Pipe reminded the District Councillors that they were going to find out what the planners would allow on the former Horse and Groom site.

*-District
Cllrs*

Cllr Sharp expressed his concern over the number of empty District Council houses in the village which had been vacant for a while. It was suggested that the reason they had not been allocated was because they needed work before they were suitable to rent.

The Chairman thanked the District Councillors for their updates.

08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS

Both buildings were being investigated by Cllr Sharp and Cllr Jones –reported under Item 3.1.

09. PLAY AREA /RECREATION GROUND/CENTRE9.1 Play Area9.1.1 Play Area Weekly Inspection Update

Cllr Williams confirmed that the inspections were regularly taking place. She was slightly concerned over the zip wire which appeared to have stretched. Cllr Pipe confirmed that he had tightened the wire as much as he could adding that the temperature would make a difference as the wire would expand in hot weather. He would take another look.

*-Cllr Pipe*9.1.2 Play Area Fence

A quote for a replacement fence was being sought to enable Councillors to decide on how to progress.

9.1.3 Rubbish at Rear of Centre

As reported at the last meeting there was still rubbish at the rear of the building. There had been a washing machine but that had since disappeared. The Chairman and Cllr Jones agreed to help clear the rubbish the following weekend.

*-Cllrs
Bathmaker
& Jones*9.2 Recreation Centre9.2.1 Review of Infra Red heating

Cllr Pipe advised that he had a price for six infra red wall heaters for less than £1600. An electrician had quoted around £3,000 for the installation work. They would be installed in separate zones with the option of coin meters. If this went ahead the storage heaters could definitely be removed from the building. The four existing infra red heaters would remain. Cllr Pipe would put together details of the heating, to include the research carried out by Mrs Williams, for the next meeting.

*-Cllr Pipe*9.2.2 Purchase of Tables and Chairs

The Clerk advised that the application made by the Recreation Centre Management Committee for a SCDC community Chest grant had been successful. A grant of £1000 had been received. It was agreed that the Clerk place an order for the replacement tables and chairs. She would liaise with Cllr Wiltshire, the Recreation Centre Management Committee Chairman.

*-Cllr
Wiltshire &
Clerk***10. CLUNCH PIT LAND**

Cllr Jones advised that some noise monitoring equipment was going to be installed in a nearby property. It was noted that there had been a marked reduction in the number of motorbikes since the signage had been installed and with a neighbours intervention. Cllr Sharp added that he had raised the motorbike issue at the recent Police panel meeting. The officers had stated that they received so many calls they could not get there quickly. If there was a safety issue, whereby it was feared there could be a serious accident, 999 should be dialled.

11. FINANCES11.1 Payment of Accounts

K BAKER

Recreation Centre cleaning 7/6.14/6,21/6,28/6	£100.00
---	---------

LGS SERVICES

Internal Audit 2014/15 (inc. £15.00 VAT)	£ 90.00
--	---------

BASSINGBOURN PARISH COUNCIL

Paper towels for Recreation Centre	£14.90
------------------------------------	--------

Contribution towards printer toner	£14.59	£29.49
------------------------------------	--------	--------

LITLINGTON VILLAGE HALL

Hire of hall for Parish Council meetings January –June 2015	£154.00
---	---------

CPRE

Renewal of membership 2015/16	£ 36.00
-------------------------------	---------

MEON LTD

Paint for dog fouling initiative (inc. £11.89VAT)	£ 71.33
---	---------

MRS S WALMESLEY

Reimbursement for motorbike signs (inc. £18.65 VAT)	£111.90
---	---------

MRS G BILES

Litter picking April –June 2015	£182.00
---------------------------------	---------

MRS S WALMESLEY

Clerks Salary & Expenses 1/4/15 -30/6/15	£957.26
--	---------

HMRC

PAYE 1/4/15-30/6/15	£132.80
---------------------	---------

E-ON

Recreation centre electricity (inc. £4.60VAT)	£ 96.56
---	---------

TOTAL**£1961.34**

PROPOSED Cllr Pipe SECONDED Cllr Jones

11.2 Internal Audit 2014/15

The Internal Audit report had been received and circulated to Councillors. Issues raised were –

- The print quality of some pages of the minutes were poor
- The Parish Council were advised to review their level of reserves

11.3 Proposal for Donations and Grants Policy

The draft policy documents and proposed application form had been circulated to Councillors. The Chairman asked for a vote on whether a Grants Policy should be implemented. A vote was taken with five votes to two. Carried. Cllr Pledger would arrange modifications to the application form for circulation and comment.

*-Cllr
Pledger*

11.4 Village Cage Roof –Approval of expenditure for annual paint

The roof had not been painted in 2014. It was agreed that the Clerk obtain a quotation for approval at the next meeting. Cllr Pipe advised that some pointing of the brickwork would be needed at some time and agreed to get a costing.

*-Clerk &
Cllr Pipe*

12. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

12.1 Village Fayre

Cllr Pledger congratulated the Fayre committee on a well run afternoon with lots of variety. Councillors agreed that a letter advising the committee of the comment be sent from the Parish Council. Clerk to arrange.

-Clerk

12.2 355th Memorial

The Chairman advised that a fly past would be taking place on the 16th July 2015, between 12.30pm and 1pm, as a memorial to the 72 years since the 355th came to Steeple Morden.

12.3 90th Birthday of The Queen

Cllr Sharp reminded Councillors of the milestone birthday and suggested the Parish Council consider a village celebration. This would be an agenda item for the next meeting.

13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 8th September 2015

There was no further business. The Chairman closed the meeting at 9.10pm

Chairman

Date