

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN  
LITLINGTON VILLAGE HALL ON TUESDAY 12<sup>TH</sup> APRIL 2016**

PRESENT: Cllr Bathmaker (Chairman), Cllr Baker, Cllr Wiltshire, Cllr Pledger, Cllr Williams, Cllr Pipe, Cllr McClelland, Cllr Sharp, Cllr Jones (PART)  
District Cllr Cathcart, District Cllr McCraith  
Members of the Public -3

**7.15 pm PARISH COUNCIL PLANNING MEETING**

**01. APOLOGIES FOR ABSENCE**

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**

There were no issues raised.

**04. HIGHFIELD FARM –SUGGESTIONS FOR COMMUNITY PROJECTS**

4.1 Top three suggestions from Parish Plan

4.2 Replacement play area fence

4.3 Installation of facilities at St Catherines Church

4.4 Refurbishment of Village Hall Kitchen

The Chairman advised that he had not yet had time to contact Mr Collins to discuss these projects. It was expected that work would start on the site in the near future. It was agreed that Mr Collins would be invited to the Annual Parish Meeting on the 24<sup>th</sup> May to update residents on the progress on the site. Further projects for funding were discussed with Cllr Pledger suggesting that a gateway feature on Royston Road could be added to the list. If installed this could help to slow the traffic down as it entered the village.

*-Cllr  
Bathmaker*

**07. OTHER**

7.1 Planning Application for Mossbury Farm

Councillors were made aware of a new application. Once further details were known a decision would be made as to whether an additional planning meeting would be needed before the next scheduled meeting.

## 7.30 pm PARISH COUNCIL MEETING

### 01. APOLOGIES FOR ABSENCE

County Cllr Dent

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

Cllrs Baker and Williams declared a non disclosable interest under Item 11.2 as Trustees of the Village Hall Committee.

### 03. OPEN FORUM

#### 3.1 Refurbishment of the Recreation Centre

Heather Williams, the working group leader, advised that before any indication of funding the Football Federation wanted to see an approved plan. She explained the process that a plan is drawn up and before planning permission is sought the plans are approved by the Cambridgeshire FA. The application could then be submitted to South Cambridgeshire District Council for approval. Mrs Williams added that there were funds available to cover the cost of preparing the plans. The application for planning permission would need to be made by the Parish Council as they owned the building. Other grants, including Sport England, were also being investigated.

Cllr Sharp expressed concern over how quickly this was moving and stated that residents should be given the opportunity to comment on the proposal. The Chairman advised that residents would be given a firm proposal at the Annual Parish Meeting. At that meeting parishioners would be advised of the plan to build a small extension and be shown the plans, which would by then have been approved by the Cambridgeshire FA, and asked their views prior to the planning application being submitted. There was no question at this stage of the village being asked for any money. If it was agreed to go ahead with the planning application, and there was found to be a deficit in grant funding for the project, further meetings would be held with parishioners to obtain their views on the parish funding the difference.

Mrs Williams advised that bookings had increased for the Centre and asked that if the building made a profit in the next financial year whether that could be put towards the building costs. Councillors agreed that it could. The Clerk advised that for the 2015/16 year there had been a loss of £280.28. Since the 31<sup>st</sup> March 2016 over £600 hire fees had been handed to her for banking.

Cllr Pledger referred to the proposal for one facility in the village. She was concerned over spending money on the Recreation Centre at this stage and the long term plan for the one building in the future. Mrs Williams stated that something needed to be done as the building needed to be brought up to standard. The proposed extension was a modular building which gave options for adding to in future.

### 04. MINUTES OF PREVIOUS MEETING

#### 4.1 Minutes of the Parish Council Meeting dated 8<sup>th</sup> March 2016

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 Speedwatch signs and Equipment

The Chairman advised that there was pressure on the Speedwatch teams to purchase their own equipment. Steeple Morden Parish Council now had an active team and was investigating purchasing the kit with other local parishes. Litlington had been asked if they wished to be involved. The cost would be between £700 -£1200. Currently the equipment was shared with six other villages and it was often a two hour round trip picking it up. Cllr Pipe had a number of questions and it was agreed that he would speak to the Community Speedwatch Team Leader at Wimpole as they had recently purchased the equipment.

-Cllr Pipe

##### 5.1.2 Overgrown shrubbery on Malting Lane

Cllr Pledger, and her husband, had arranged for the cutting down of the shrubbery and Cllr Sharp had taken it away. Councillors thanked them for dealing with this. Cllr Pledger added that they had received some very rude comments from residents whilst carrying out the work.

##### 5.3 Update on Parish Plan

The working group had met and agreed the content. Cllr Jones had advised that he was waiting for some photographs to include in the publication. It was anticipated that a review of the Plan would

be ready for the Annual Parish Meeting.

#### 5.4 Update on Clunch Pit Activity and Signage

A letter and questionnaire was being prepared by a resident with the input from Cllr Jones. Once agreed this would be distributed to residents, who would then be able to start recording motorbike activity, to build up the evidence base for police action. Cllr Jones confirmed that he now had the contact details of all interested parties and would be setting up a site meeting to explore what the various agencies could do. Cllr Pledger had circulated details of a physical barrier to prevent motorbikes accessing the Clunch Pit. Cllr Sharp added that he felt the permissive path had encouraged the motorcyclists. Withdrawing access might be something the landowner could think about.

#### 5.5 Annual Parish Meeting 24<sup>th</sup> May 2016

The draft agenda was discussed. Topics for discussion this year would be the proposals for the Recreation Centre improvements, Speedwatch update and the purchase of the equipment suggestions, Parish Plan Review and the forthcoming Bassingbourn Road Traffic Survey.

-Clerk

The Clerk would arrange to send invitations out to village groups and organisations.

### **06. CORRESPONDENCE**

Correspondence received was discussed under agenda items.

### **07. COUNTY AND DISTRICT COUNCILLOR REPORTS**

#### 7.1 County Council

Cllr Dent had sent his apologies.

#### 7.2 District Council

Cllr McCraith reported that South Cambridgeshire District Council had agreed the re-submission of the Local Development Plan to the Inspectors. This was with the hope that the process would move along quickly as every month there were a lot more speculative planning applications. The District Council was having a debate as the Cambridge City element was more prominent.

Cllr Cathcart then stated that very few of the authorities in Cambridgeshire were in favour of devolution and joining with Norfolk and Suffolk.

Cllr Cathcart had asked the District Council for clarification on the future of affordable housing. There was a concern that the use of an exception site would no longer be homes for local people. There had been no further news from Cambridgeshire County Council regarding the Sheen Farm site. The Clerk reminded Councillors of the update from the County Farms officer, Stephen Conrad, made at the December 2015 meeting.

### **08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS**

Cllr McClelland reminded the meeting that Cllr Sharp and Cllr Jones were going to carry out a base line survey on how both these buildings comply with current legislation requirements.

### **09. PLAY AREA /RECREATION GROUND/CENTRE**

#### 9.1 Play Area

##### 9.1.1 Play Area Weekly Inspection Update

This was satisfactory. The Clerk advised that the annual RoSPA inspection was to take place this month.

##### 9.1.2 Play Area Fence

This was being considered as a project to submit for Bio Reg funding. Cllr Williams expressed her concern over the condition of the fence which badly needed to be replaced or repaired. The Chairman agreed to look to see what could be done as an interim measure.

-Cllr  
Bathmaker

##### 9.1.3 Proposal for a Skate Ramp

Cllr Pledger advised that this was a suggestion put forward in the Parish Plan as there were not a lot of facilities for that age range in the village. Anstey had recently had a good skate ramp installed which cost around £16,000. She urged other Councillors to visit Anstey to take a look so that further discussion could take place at a future meeting.

##### 9.1.4 Removal of Barrels

It was requested at the recent Recreation Ground Committee Meeting that the barrels, which in the past were used for the football floodlights, be removed. They were often used for litter and there was a fear that they could catch alight and cause damage to the nearby tree. It was suggested that they could be rolled behind the Centre. The Chairman suggested this could be arranged at the time of the village Fayre when there were plenty of people around to help.

#### 9.2 Recreation Centre Issues

### 9.2 .1 Planning Application for proposed extension to Centre

A discussion took place on the update made by Heather Williams under Item 3.1. It was agreed, with seven votes and on abstention, that Mrs Williams could arrange for the plans to be drawn up for the small extension with the guidance of Cambridgeshire FA. The plans would then be discussed with parishioners at the Parish meeting on the 24<sup>th</sup> May and if agreeable the Parish Council would submit the planning application to South Cambridgeshire District Council.

## **10. TRAFFIC SURVEY OF BASSINGBOURN ROAD**

The Clerk confirmed that the order had been placed for the survey as discussed at the last meeting. When she had further information on when the survey was to take place she would advise Councillors.

## **11. FINANCES**

### 11.1 Payment of Accounts

It was noted that invoices were still awaited for the village Christmas tree and lights.

K BAKER

Recreation Centre cleaning March 2016	£100.00
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MRS S WALMESLEY

Expenses January –March 2016	£ 25.56
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TOTAL	£125.26
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Agreed. PROPOSED Cllr Wiltshire SECONDED Cllr Williams

The Clerk had circulated the Receipts and Payments report for 2015/16 and asked for any comments. The paperwork was to go to the internal auditor the following week.

### 11.2 Litlington Village Hall –Request for Financial help towards kitchen upgrade

The application had been distributed to Councillors prior to the meeting. The Committee had asked for a donation of £2,500 towards the upgrade. Councillors agreed that better facilities should help improve the income for the hall. It was proposed by Cllr Sharp, seconded by Cllr Pledger to award a grant of £2,000. All Councillors in agreement. Cllr Pledger asked that in addition to the kitchen the Village Hall Committee pay attention to a rusty post outside the front door. The Clerk to advise the Village Hall Committee.

-Clerk

## **12. VILLAGE PHOTOGRAPHS FOR VILLAGE HALL**

The Clerk reminded Councillors that they had chosen the photographs from those passed on by The Crown. She confirmed that the action to frame them would take place in the next couple of months.

-Clerk

## **13. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION**

### 13.1 Offer of voluntary work

Cllr Jones had advised of an offer from a village youngster who was as part of his Duke of Edinburgh activities was looking for some voluntary work. Councillors suggested helping the Village Hall Committee paint the pole, requested under Item 11.2, or play equipment cleaning.

### 13.2 Trees at junction of South Street/Church Street

Cllr Pipe offered to cut back the suckers on the trees. His offer was accepted.

-Cllr Pipe

### 13.3 Next Parish Post

Cllr McClelland would organise the next Post to be distributed at the beginning of May. She suggested the inclusion of a list of the top 10 issues that the Parish Council were going to concentrate on during the next year. Cllr Pledger and Cllr Jones were working on an action plan table and this information should be easy to extract from that.

-Cllr  
McClelland

### 13.4 Dog Fouling

Cllr Wiltshire reminded Councillors that she had a number of florescent spray cans for marking dog foul in the village. She would put an item in the Post offering a can to any residents who were interested in helping.

-Cllr Wiltshire

### 13.5 Closing of The Crown

Cllr Wiltshire advised that nobody would be taking over the management of the pub and it was going to be boarded up on the 25<sup>th</sup> April. All the internal and external furniture was being removed and it would be left vandal proof. Cllr Cathcart reminded Councillors that the pub was listed as a Community Asset and investigations needed to be made as to how to move forward. It needed to be made clear that there would be substantial opposition to a change of use. The Chairman agreed to investigate how to progress this with the Brewery.

-Cllr  
Bathmaker

### 13.6 District Council Grasscutting

Cllr Williams stated that the grasscutters had cut some of the grass outside the bungalows opposite

-Cllrs Cathcart  
& McCraith

the Church but left areas where the properties were not in District Council ownership. The District Councillors agreed to follow this up with the contractors.

13.7 Venue for May Parish Council Meeting

Cllr Williams advised that due to the closure of the pub Bingo sessions were going to take place in the village hall until another venue could be found. She asked that, as the Parish Council would be using the hall for the Annual Parish Meeting on the 24<sup>th</sup> May, that they move the venue of the next Parish Council meeting to the Chapel schoolroom which would save the cancellation of two Bingo sessions in May. This was agreed providing the Chapel was available. The Clerk to check with the Congregational Church.

*-Clerk*

**14. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 10<sup>th</sup> May 2016**

There was no further business. The Chairman closed the meeting at 9.15pm

Chairman

Date