

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 10TH OCTOBER 2017**

PRESENT: Cllr Bathmaker (Chairman), Cllr Williams, Cllr Barlow, Cllr Sharp, Cllr Pledger, Cllr Wiltshire, Cllr Jones,
District Cllr McCraith
Members of the Public 5

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Pipe, Cllr McClelland, County Cllr Kindersley, District Cllr Cathcart

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

There were no interests declared.

03. OPEN FORUM –Comments and observations from Members of the Public

3.1 Recreation Centre/Village Hall improvements

There was no update available.

3.2 Royston Road Traffic Issues

Cllr Pledger reported that residents of Royston Road were investigating moveable flashing signs with parishes that had them. The Chairman advised that these signs cost around £5,000.

3.2.1 Speed Signage

Cllr Pledger advised that now the speed signage was up the Police had been asked to carry out speed checks in the village.

Concern was raised by a resident over the speed of traffic on the one-way system. There had recently been two double axel lorries thundering through Silver Street. Residents were waiting for an accident to happen. Pedestrian pavements to the shop were quite narrow and Councillors were asked to give some thought as to how this could be addressed. There was also an issue with the junction of South Street/Royston Road/Church Street identified where it was suggested a 'Give Way' feature be put on South Street.

The Chairman advised that the Local Highway Improvement Scheme Bid for 2018/19, for flashing portable signs, was being prepared for submission to Cambridgeshire County Council by the 15th October. The onus was on Royston Road residents to put together a case for submission. It was suggested that further speed signs be erected around the village and the road markings made clearer.

A discussion took place on Community Speedwatch checks. Cllr Jones advised that due to the narrowness of the road the speed of vehicles may appear faster. The Clerk advised that in the past the County Council Highway Officer had suggested that the best way to slow the traffic was to make Church Street and Silver Street two way. The latest meeting, a couple years previously, had resulted in over 100 residents objecting to the proposal.

After further discussion it was agreed that the Clerk would arrange to meet the County Highway Officer in the village to discuss updated recommendations of how the speed issue could be addressed throughout the village.

-Clerk

3.2.2 Update on CCC Minor Highway Improvement Scheme 2018/19

This was discussed under Item 3.2.1 where the application form needed to be submitted to Cambridgeshire County Council by the 15th October 2017.

3.3 Bassingbourn Road Parking Update

There was no further update on the opening up of Bassingbourn Road gardens for parking. Cllr Cathcart agreed to follow up with the Geoff Clarke, the South Cambridgeshire District Council Housing Manager.

3.3 Other issues

3.3.1 Play area by Village Hall

Mrs Baker, Pre School Committee, advised that Pre School had received a grant from Tesco and would like to replace the fencing around the small play area with a 1.2 metre wooden fence. The committee would also like to tidy up the area with wooden planters, benches and a replacement wooden play structure She showed an example to Councillors. An application had also been made for funding, from the South Cambridgeshire District Council Community Chest, and any additional

funding contribution from the Parish Council would be welcome. Mrs Baker added that residents had always been encouraged to use the area which was thought of as a community garden. To enable this proposal to progress the permission of the Parish Council was needed as they owned the land.

Councillors agreed that they had no objection to the proposed changes. The Chairman asked Mrs Baker to put some costs together for the whole project and present these to the Parish Council to consider a donation. He suggested that the Village Hall Committee may also be able to help.

3.3.2 Sheen Farm Planning Application

Residents advised that following the last meeting they had received further correspondence from County Council officer Stephen Conrad regarding extending their boundary if the planning application for development of the site as successful. He had agreed to put back the fence by four metres instead of two metres. Residents had also put some further questions to Mr Conrad but had not received a response.

The Chairman confirmed that Mr Conrad was determined to press ahead with the plans as Cambridgeshire County Council had spent so much money on this to date. The Parish Council had stated in their response to the planning application that they County Council should be gifting the additional land and not charging. He added that the plans would now need to go through the process. The Parish Council has asked for them to be considered by the District Council Planning Committee and this would be the time for further verbal representations at that meeting.

04. COUNTY AND DISTRICT COUNCILLOR REPORTS

4.1 County Council

Cllr Kindersley had circulated a report.

4.2 District Council

Cllr McCraith advised that the Local Development Plan issues were not moving very fast. The Inspector was now on holiday. The District Council was getting behind villages wanting to compile Neighbourhood Plans. He suggested that it was worth finding out what they had to offer.

Cllr McCraith was asked about the backlog of planning applications and if this had resolved. He advised that the person recruited to deal with this was now leaving the Council. They were trying to find someone else.

On an optimistic note Cllr McCraith stated that as time goes on the planning process would be able to put more emphasis on the Local Development Plan but the report from the Inspector was needed first.

The Chairman thanked Cllr McCraith for his update.

05. MINUTES OF PREVIOUS MEETING

5.1 Minutes of the Parish Council Meeting dated 20th September 2017

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

06. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

6.1 Action Point Review of Parish Plan

The Chairman advised that there were six areas of actions and he went through the list confirming Councillor roles in these.

- Traffic Calming Issues –The Chairman and residents. Meeting with Highways to review road signage, markings and layout to be organised
- Bassingbourn Road Parking –District Cllr Cathcart following up, the proposal to open up gardens for parking, with the Housing Manager
- Increase in Bus Service –It was felt that the current usage did not warrant an increase. If there were unacceptable changes made to the existing this would be revisited.
- Dog Fouling –Was being dealt with. Cllr Wiltshire would prepare another item for the next Parish Post.
- Rights of Way signage –Cllr Barlow confirmed that the checking of the signage was in progress. He asked to be advised where signs were needed and agreed to prepare an item for the Parish Post. He would speak to the County Council Rights of Way officer about the supply of the signs.
- Planting of Flowers and Trees –Cllr McClelland had offered to steer this project. Cllr Wiltshire suggested patches of wild flowers and daffodils on the lock up green. A gateway feature, at the entrance to the village, with planters was suggested. This proposal would be discussed with County Highways. It was noted that the planting would need to be able to

accommodate grasscutting.

6.2 Update on Clunch Pit Activity and TRO

Cllr Jones had received confirmation that Cambridgeshire County Council officers were progressing the TRO. He had clarified some points with them but could not get any indication of timing. Cllr Jones had also applied for a South Cambridgeshire District Council Community Chest grant for an information board. The application was to be considered on the 21st November 2017. He added that due to the amount of money held by the Parish Council it could be difficult getting grants even though the money was earmarked for parish projects.

6.3 Update on Plans for a Christmas Celebration

The working group had not yet met. A discussion took place on a date for the erection of the Christmas tree and it was decided that the 9th December would be ideal. Pre-school would again be asked to decorate the tree. The Clerk advised that the Royston Round Table Christmas Float had been offered to the village to fundraise. She would find out whether it would be available on the 9th December and what was involved. The working group agreed to meet on Wednesday 18th October to discuss plans for the event. An update would be made at the next meeting.

-Clerk

07. CORRESPONDENCE

7.1 Tree Work –Ashton Gate, Middle Street (Ref S/3439/17/TC)

Reduction in height by 3 metres of Hornbeam and shape sides. There were no comments made.

7.2 Bassingbourn-cum-Kneesworth Parish Council –Notification of Proposed Neighbourhood Plan

The Parish Council had been advised of the intention to create a Neighbourhood Plan using the parish boundary as the Plan area. Councillors were asked if they had any comments.

Cllr McCraith advised that Whaddon Parish Council had considered the request the previous evening and they were going to request that their parish be included as they had a lot of shared facilities. A discussion took place on the forming of the Plans and how they would help shape the village in future. After further discussion Councillors agreed that they had no comment to make to Bassingbourn-cum-Kneesworth Parish Council. Clerk to advise.

-Clerk

08. PLAY AREA /RECREATION GROUND/CENTRE

8.1 Play Area update

8.1.1 Play Area Weekly Inspection Report

Mrs Williams confirmed the equipment was satisfactory.

8.1.2 Overgrown Trees in Play Area

Mrs Williams would have quotations available for the next meeting.

-Cllr Williams

8.2 Recreation Centre Operational Issues

There had been a meeting of the Recreation Centre Management Committee on the 21st September 2017.

09. REQUEST FOR VILLAGE DEFIBRILLATOR

The Clerk reported that the Village Fayre committee had confirmed a donation of £500 towards the equipment. She had also approached Royston Round Table for a donation, at the suggestion of a Village Fayre committee member, and they were considering the request.

She then reported on the cost of the equipment which would be around £1900 plus VAT. Community Heartbeat was the preferred supplier for ex BT kiosks and Bassingbourn-cum-Kneesworth had this equipment installed. Training was also available. There were other options which included the equipment being kept in an uncoded cabinet but it was felt that would not be practical.

Councillors were keen to progress this and agreed that the Clerk obtain a firm quotation from Community Heartbeat and place the order with them if the price was acceptable.

-Clerk

10. REVIEW AND AGREEMENT OF APPROACH AS TO HOW PARISH COUNCIL RESPONDS TO SIGNIFICANT PLANNING OR NEW FACILITIES REQUESTS

Cllr Jones referred to the previous meeting where the Sheen Farm planning application was discussed. Councillors had been put in a difficult position regarding their recommendation on the decision. He proposed that in future parishioners should be made aware that there would be no public vote at the meeting where the issue was discussed. The Parish Council would carry out a thorough survey on the opinions of residents so that everyone could have their say. Councillors agreed with the proposal and also that they had to represent the views of the whole village and not just the people who attend meetings.

Cllr Jones agreed to draft a generic questionnaire as a basis for future consultations.

-Cllr Jones

11. FINANCES11.1 Payment of Accounts

K BAKER

Recreation Centre cleaning September 2017 £100.00

MR A PIPE

Materials for repair to play equipment (inc. £1.93VAT) £ 11.59

MRS G BILES

Litter picking July–September 17 £ 200.20

Refuse Bags 5.00

£205.20

MRS S WALMESLEY

Clerks Salary & Expenses 1/7/17 -30/9/17 £1076.05

MRS S WALMESLEY

Reimburse for Recreation Centre Cleaning and safety equipment (inc. £2.78VAT) £ 31.71

HMRC

PAYE 1/7/17-30/9/17 £116.60

TOTAL £1541.15

PROPOSED Cllr Wiltshire SECONDED Cllr Barlow

12. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION12.1 Bassingbourn Road Car Parking

Cllr Sharp again expressed his concern over the parking stating that the Police had been advised on numerous occasions but took no action.

12.2 Grove House Site

An amendment had been received for the retrospective planning application S/2478/17/FL which included drainage information. The Parish Council had been asked for comments. The Chairman advised that several drainage pits had been dug on the site and it was discovered that there was an issue. The building had now stopped until the developer decided what to do. Several truck loads of earth had been removed from the site. Cllr Pledger suggested that the developer be asked where they were looking to connect for the surface water. It was agreed that this comment would be included in the response which would reiterate previous comments.

-Clerk

Cllr Barlow reported that he had e-mailed the Planning Case Officer about the drainage ditch on Abington Road the opposite side to the site. He had also sent photographs of the damage that the site lorries were doing to the verge. He had not received an acknowledgement. The Chairman and Cllr McCraith agreed to follow up a response from the Officer.

*-Cllr
Bathmaker &
Cllr McCraith***13. DATE OF NEXT PARISH COUNCIL MEETING– Tuesday 14th November 2017**

There was no further business. The Chairman closed the meeting at 8.50 pm

Chairman

Date