

**MINUTES OF THE MEETING OF LITLINGTON PARISH
COUNCIL HELD REMOTELY ON TUESDAY 8th
SEPTEMBER 2020**

1 PRESENT:

Cllr Pledger (Chairman), Cllr Sharp, Cllr Williams, Cllr Barlow , Cllr Parker, Cllr Bathmaker, Cllr Jones, Cllr Gray
County Cllr Kindersley (part), District Cllr Cathcart (part)
Members of the public 8

In the absence of Cllr Wiltshire the meeting was chaired by Cllr Pledger

2 Meeting opened

7:30pm

3 APOLOGIES FOR ABSENCE

Cllr Wiltshire.

4 TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA

The Chairman declared a non disclosable interest under Item 12.2 when discussed as the tree was on her property boundary.

5 OPEN FORUM –Comments and observations from Members of the Public

There were no issues raised at this point.

6 COUNTY AND DISTRICT COUNCILLOR REPORTS**6.1 District Council**

Cllr Cathcart reported that South Cambridgeshire District Council had been keeping a close watch on the Covid 19 incidents in the district and was aware that the relatively low numbers could change with the reopening of schools. He added that people needed to be very careful.

He referred to the Government white paper on planning where there were some radical proposals with the concern that democratic involvement could cease. A lot of people were unaware of this.

Details of the call for sites were to be released later in the month. Cllr Cathcart stressed that this report was only on the sites submitted and not agreed. They would need to be assessed by the District Council and the vast majority would be rejected and therefore not developed. He reminded the meeting that Litlington was currently an infill only village. Parish Focus Group sessions had been arranged and the Parish Council was urged to send a representative to the remote meeting. It was agreed that Cllr Gray would attend.

Cllr Sharp asked if there was an update on Sheen Farm. Cllr Bathmaker stated that the expectation was that building would commence in September. Cllr Cathcart explained the process to be considered for affordable housing stating that the applicant must register on the District Council housing list adding that this should be publicised widely as once work on site started the allocation of the properties by the District Council would probably commence.

6.2 County Council

Cllr Kindersley reported that the Government felt that it was a good time to start discussions on reorganising local councils into unitary councils. He added that Buckinghamshire was the latest to change and they currently had 190 Members. He referred to Royston Road which was currently closed and the notifications which had been sent to the Parish Council ahead of this.

Cllr Kindersley stated that the East West Rail issue was again active. A new group of councils, who would be affected if the latest proposed route went ahead, had been formed.

The Chairman thanked Cllr Cathcart and Cllr Kindersley for their reports.

7 APPROVE MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS

7.1 Parish Council Meeting 14th July 2020

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

7.2 Parish Council Planning Meeting 10th August 2020

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

8 LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

Any updates/initiatives were included under agenda items.

9 CORRESPONDENCE

9.1 Government Planning White Paper

Details had been circulated to Councillors. It was noted that there was a lot of information to understand. The Chairman offered to prepare a summary to circulate for the next meeting.

Action:- Cllr Pledger

9.2 NALC/CAPALC New website accessibility regulations

The Clerk had circulated the regulations with the results of the first test using the accessibility tool on a single sample page. She added that there were a lot more tests to be done and work would need to be carried out by a website developer. CAPALC had advised that they would be arranging a training session.

Cllr Bathmaker agreed to investigate developers to carry out the necessary work to comply with the regulations which should be in place by the 24th September.

Action - Cllr Bathmaker

10 PLAY AREA /RECREATION GROUND/CENTRE

10.1 Play Area

Cllr Gray confirmed that the work to make the play area safe had been completed. A discussion took place on replacement equipment and it was acknowledged that until the Section 106 funding from the Sheen Farm development became available no major play equipment could be purchased. A suggestion was made for a Trim Trail to be positioned around the play area which should not be too expensive. It was also suggested that a Community Chest grant might fund this. The Clerk to investigate.

Action - Clerk

10.2 Recreation Centre

10.2.1 Opening up of Recreation Centre

The Clerk reported that following a site meeting of the Recreation Centre Management Committee it had been agreed to open the main hall and toilets. The changing rooms and kitchen would remain closed for the time being. Sanitiser dispensers had been installed in the entrance hall and main hall and signage put up. Cleaning materials for users were also available.

10.3 Recreation Ground Mound

10.3.1 Purchase and Storage of Equipment

No update reported

10.3.2 Proposal to Hire a Digger

No update reported

10.3.3 Sowing of Wild Flower Seeds

It was agreed that wild flower seeds would be sewn on the mounds of earth which were not being disturbed.

10.3.4 Quotations for A3 Signs

The Clerk had obtained two quotations which she had circulated to Councillors. Cllr Barlow had found a cheaper option of under £20 for the two signs. They would need to be erected once delivered and a discussion on where they should be sited took place. It was agreed that Cllr Barlow and the Clerk pursue the cheaper option as soon as possible.

Action - Cllr Barlow & Clerk

10.3.5 Marking out/use of Football Pitches

The Clerk reported that an informal meeting had been held between Litlington Football Club and the Recreation Centre Management Committee to discuss concerns raised over the use of the home team goal posts. It was advised that teams from outside of the village were only able to use the home pitch as the second pitch had the Magpies junior pitch marked out. Visiting teams were also causing damage to the goal posts by using the Parish Council nets which did not fit the Football Club goalposts. It was noted that the goal posts were owned by the club and not the Parish Council. A suggestion was made at the meeting to realign the two full sized pitches to enable the junior pitch to be marked out in between.

Councillors discussed the suggestion and agreed that they wanted the youth teams to continue to use the ground. The Clerk was asked to arrange for the proposed layout to be marked out with stakes to enable Councillors to see how the pitches would be configured before agreement to permanent marking.

The Clerk would contact both Litlington Football Club and the Magpies and see how this could be progressed.

Action - Clerk

11 PROPOSED FEASIBILITY TENDER FOR THE VILLAGE HALL AND RECREATION CENTRE

11.1 Update on Quotations

Three quotations had been sought to progress the registration of the land. Two had been received with Tees Law being the cheapest quoting between £800 -£1000. They would need to see the legal documents relating to the village hall land before they could give a firm quotation. Cllr Bathmaker reminded Councillors that Tees Law had acted for the Parish Council when the lease was drawn up with Cambridgeshire County Council for the recreation ground strip of land. There should already be an account with them. The Clerk would forward her contact names to Cllr Pledger who was liaising with their representative.

Action - Clerk

Councillors were advised that the next step was for the original documents to be supplied to the Tees Law Cambridge Office. It was agreed that due to the importance of these documents a courier should be used. Clerk to arrange.

Action - Clerk

12 UPDATE ON TRAFFIC/STREET FURNITURE

12.1 South Street/Meeting Lane/Bassingbourn Road junction-Feasibility Assessment Update

12.1.1 Meeting with Police Traffic Control Office

Cllrs Sharp, Parker, Barlow and Clerk had met with Derek Crosby the Police Traffic Officer

Residents were also in attendance. The following suggestion was made by Mr Crosby Suggested road layout -

- move speed cushion towards junction on Bassingbourn Road
- Introduce Give Way for traffic entering from Bassingbourn Road
- Install raised island in centre of junction
- Add yellow background to chevron signs on bungalow wall
- Add yellow background to 30mph signs on Bassingbourn Road

A discussion on two way traffic on Meeting Lane/Silver Street/Church Street had also taken place with residents. Mr Crosby stated that subject to design in principle he would have no objection to two way traffic.

Residents of South Street had since submitted their preferred option which had been circulated to Councillors. The residents felt that at this time focus should be placed on changing the layout and signage to make the junction more visible. An island would also help to slow traffic down. In addition to the suggestions made by Mr Crosby these were also in the feasibility report prepared by the County Council.

Councillors discussed the options 1,2 and 3 from the feasibility report and acknowledged that supporting evidence would be needed to apply for the LHI 2021/22. The application would need to be made by the 27th September. The Chairman suggested revisiting the proposal for a traffic survey which was rejected at a previous meeting. Even if this went ahead the report would not be available to accompany the application.

12.1.2 Suggestion for highway signage improvement

Following the meeting with Mr Crosby the Clerk had obtained a quotation from County Highways to improve the 30mph signage and the chevrons on the wall, as suggested. This would cost around £500 to change. On a proposal by Cllr Pledger, seconded by Cllr Williams, it was agreed to proceed with this improvement. This would confirm to Highways that the Parish Council was contributing financially to one of the options put forward in the feasibility report.

Action - Clerk

Cllr Bathmaker agreed to complete the LHI application for the installation of a kerbed island and raised features on Bassingbourn Road (options 2 and 3). The fourth option to reverse the one-way system would be a much larger project on which the whole village would need to be consulted.

Action – Cllr Bathmaker

12.2 MVAS Update

12.2.1 Positioning Of Equipment

It was agreed that the MVAS be positioned to gain evidence on the speeds of vehicles at the junction of South Street, Meeting Land and Bassingbourn Road.

Action – Cllr Williams

12.3 Direction Sign for Village Hall and Recreation Centre

The signs were supposed to be installed at the same time as the 50mph signage was installed on Bassingbourn Road. Highways had given a date for this as the 17th August with the footpath work being carried out during the October half term. No work had taken place to date. The Clerk to find out the position from County Highways.

Action - Clerk

12.4 Visibility Mirror post installation update –ON HOLD

There was no update. The Clerk had urged with the contractor.

12.5 10.5 LHI

12.5.1 2021/22 applications invited from 1st April 2020 –Closing date end of September 2020

As discussed under Item 10.1.2 Cllr Bathmaker would make the application for options 2 and 3.

12.6 Parking on the Pavement

Cllr Barlow had received complaints about parking on the pavement in Silver Street usually by visitors to the shop. It was suggested that if residents had concerns they could take photographs and advise the Police. Cllr Sharp added that there was also a problem on the corner of Bassingbourn Road and South Street.

13 FINANCES

13.1 Payment of Accounts

OPUS ENERGY	
Street lighting energy charge June 2020 (inc £6.73VAT)	£141.20
Street lighting energy charge July 2020 (inc £6.94VAT)	£145.71
MR N JONES	£ 22.78
Renewal of website domain reg (inc £3.80VAT)	
FENLAND LEISURE PRODUCTS LTD	
Removal of play equipment (inc £356.88VAT)	£2141.28
Repair to wobble board(inc £60.18VAT)	£ 361.08
Total payment to Fenland Leisure Products Ltd	£2502.36

VIKING	
Stationery (inc £6.85VAT)	£ 41.09
Cleaning towels for Rec Centre (inc £7.70VAT)	£46.18
Total payment to Viking	£ 87.27
INTELLIGENT FACILITY SOLUTIONS LTD Sanitiser equipment for Recreation Centre (inc £18.80VAT)	£112.80
VALUE PRODUCTS LTD Safety signs for Recreation Centre (inc £5.77 VAT)	£ 34.62
CAMBRIDGESHIRE COUNTY COUNCIL Final invoice for street lighting 1/10/19-2/12/19	£352.38
MRS L WILLIAMS Reimbursed for purchase of Recreation Centre cleaning materials	£ 38.48
LITLINGTON VILLAGE HALL Hire of village hall for meetings Jan-March 2020	£ 66.00
MR M BAKER Installation of hand sanitiser dispensers in Recreation Centre	£ 30.00
TOTAL	£3533.30

AGREED. Proposed Cllr Bathmaker, Seconded Cllr Gray

13.2 Update on Internet Banking

Cllr Bathmaker confirmed that he had forwarded his details to the Clerk earlier in the day. Now that she had both signatories information she would apply for the Unity Trust bank account.

Action - Clerk

14 PLANNING

14.1 Planning Applications

14.2 Planning Ref S/2927/17/NMA1 (FOR INFORMATION)

Sheen Farm, Royston Road -Non-material amendment of planning permission S/2927/17/FL to vary conditions 7, 10, 12 and 13 to read as prior to the commencement of any development (other than demolition), reword conditions 3, 20 and 21 to read 'no development (other than demolition) above ground level...'. and an amendment to condition 24 to read 'In the event of the foundations for the proposed development requiring piling, prior to the piling works taking place...'. (This Land Ltd)

14.3 Tree Work

14.3.1 Response from SCDC Tree Officer on applications

Cllr Barlow expressed his disappointment at the feedback from the Tree Officer who advised that there was no obligation to advise Parish Councils of Tree Work applications. He added that he believed there was a better relationship between the two authorities.

Cllr Gray was asked to raise this issue at the Parish Focus Group session. He was also asked to query the delay in contact with Conservation officers which had been experienced by some parishioners over the past few months.

Action – Cllr Gray

14.3.2 Trees outside Barnview

Cllr Barlow confirmed that the tree was dead but reiterated his comments made at the Planning meeting that if removed the tree stump would need to be ground out which would be expensive. He suggested that it would be better to wait until there more trees needed to be removed and the stumps could all be treated at the same time. This was agreed.

14.3.3 Tree on boundary of footpath between Meeting Lane and Malting Lane

Cllr Barlow referred to the removal of deadwood which had been postponed due to Covid 19. As the tree was on a public footpath he proposed that the cheapest quote of £75, from the three provided by Tree Surgeons in the Spring, be reviewed with the contractor and an order placed for the work. Expenditure of up to £100 was agreed by Councillors.

Action – Cllr Barlow

15 COMMUNICATION WITH RESIDENTS

15.1 Coronavirus Volunteer Group

The group had now been disbanded as shielding had stopped.

15.2 Update on Emergency Plan information

On hold. The Plan would need to be revisited to take into account the current social distancing requirements.

16 VILLAGE CHRISTMAS CELEBRATION 2020

Due to current coronavirus restrictions it was unclear at this time whether the usual event in the village would take place. A lot depended on the Round Table who in the past had attended with their Santa float. The position would be monitored. Councillors agreed that an alternative event, to tie in with restrictions, could take place. This could be a village advent display or lights. Councillors were asked to give their thoughts to this for discussion again at the next meeting when more updates on the restrictions should be known.

Action – All Councillors

17 ANY OTHER BUSINESS FOR INFORMATION OR URGENT ATTENTION BY THE CLERK

17.1 County Broadband

The company who had been canvassing support for their service in the village was to hold a zoom meeting and wanted the Parish Council to be involved. It was agreed that as County Broadband was a private company the Parish Council could not make any recommendations to parishioners. The zoom access link however would be advertised on the Litlington Facebook page so that interested residents could follow up individually. Cllr Gray to arrange.

Action - Cllr Gray

18 DATE OF NEXT PARISH COUNCIL MEETING

13th October 2020

19 Close of Meeting

There was no further business. The Chairman closed the meeting at 9.00 pm