

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 14th JUNE 2016**

PRESENT: Cllr Bathmaker (Chairman), Cllr Baker, Cllr Williams, Cllr Pipe (PART), Cllr Sharp, Cllr Jones
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 McClelland, Cllr Pledger, Cllr Pipe, County Cllr Dent.

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

Cllr Sharp declared a non-pecuniary interest under Item 6.1

03. OPEN FORUM

There were no planning 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 sent an e-mail to Mr Collins, Reg-Bio, thanking him for attending the Annual Parish Meeting and making enquiries as to how they wanted to progress the community contribution.

05. TO CONSIDER PLANNING/TREE APPLICATIONS

5.1 Firbank –Church Street –Tree Work

Cllr Jones reported that he had spoken with the neighbours who were happy that the tree work went ahead. Cllr McClelland had suggested that the applicant check with a professional as to the right time of year to carry out the work. Cllr Jones was aware that a professional company was to be used.

-No Comment

5.2 Planning Ref S/1243/16/FL

Greenways, Malting Lane –Front single storey extension and two storey side extension and chimney and associated alterations to house. New shed to garden area proposed.

-Recommendation Support

06. AFFORDABLE HOUSING

6.1 Sheen Farm –To agreed a response to the proposal from Cambridgeshire County Council

The latest verbal proposals had been discussed at the AGM and parishioners had been advised at the Annual Parish Meeting. The Chairman reminded Councillors that there had been a unanimous objection to both of the proposals which consisted of a reduction in affordable housing units with more market housing. The original proposal included 12 affordable dwellings for people with a local connection. The Chairman asked Councillors for a proposal to respond. It was agreed by all Councillors that the latest proposals would be rejected. The Clerk would advise the County Council officer that the Parish Council wanted to stick with the original proposal which included the 12 units. Both District Councillors agreed with this action stating that they both totally endorsed going back to the original proposal.

Cllr Sharp expressed his concern over the County Council and the proposal for the Sheen Farm site which was purely financial. Councillors were reminded that the site by Chapel Close had been considered for affordable housing but because at the time the landowner would have been unable to build additional market housing there he would not release the land.

-Clerk

07. OTHER

There were no other planning issues raised.

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Wiltshire, Cllr McClelland, Cllr Pledger, County Cllr Dent

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

Cllr Sharp declared a non-pecuniary interest under Item 5.4

03. OPEN FORUM

3.1 Brook Road Traffic

Two representations were made over the speed of traffic on Bassingbourn Road and the inconsiderate driving of vehicles around horse riders.

The Chairman advised that the Parish Council had arranged for a traffic survey of Bassingbourn Road to be carried out and had six good days of data which still needed to be analysed. The survey showed that the average speed along the road was 45-50mph but there were a limited amount of people who travelled at 60mph plus. The riders advised that they kept their horses at Low Farm and during the past six months it had been an horrendous experience being out on the road with their horses due to the unsocial behaviour of some drivers. It was suggested that signs and rumble strips be installed. The riders were also intending to purchase helmet cameras so that they could capture this behaviour. They were aware of a couple of makes of vehicle contributing to the problem.

The Chairman stated that the next step was to get the data from the survey analysed. Cllr Jones suggested that all incidents be logged and referred to the successful logging of information in relation to the Clunch Pit problems. He added that at this stage changing the speed limits would not necessarily have any effect on the abusers. The riders were asked if there was a pattern to the times the behaviour took place. They agreed this was between 6.30pm and 7.30pm. The Chairman and Cllr Jones suggested that they would carry out a Speedwatch check on Bassingbourn Road at this time to try and identify the vehicles.

Cllr McCraith stated that this must be pursued with County Highways and suggested that the Parish Council should contact the Primary school and Bassingbourn Village College to get their concerns regarding the speed of traffic on this road. The police should also be involved.

After further discussion it was agreed that the Clerk would contact the schools and Bassingbourn Parish Council advising of these incidents and asking for their concerns/support. Cllr Sharp would bring this to the attention of the police at the forthcoming Neighbourhood Planning meeting and the Chairman would arrange for a Speedwatch check of Bassingbourn Road late rush hour to catch vehicles speeding out of the village. The riders were invited to attend the July meeting where a review would take place.

*-Cllrs
Bathmaker,
Sharp & Clerk*

3.2 Parking on Bassingbourn Road

Concern was raised over the parking of vehicles on double yellow lines by the speed cushions making it impossible to straddle the cushions and causing drivers to drive on the opposite side of the road. This was brought to the attention of the PCSO before but Cllr Sharp would reiterate at the Police Panel Meeting.

-Cllr Sharp

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Annual General Meeting dated 10th May 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

The Chairman reported that a number of Speedwatch checks had been carried out on Royston Road. A follow up letter had been received from a resident advising of the County Council contact for a seven day survey of the road at a cost of £350 plus VAT. The resident had been advised of the checks and the similar traffic survey carried out on Bassingbourn Road. There might be the option to arrange a survey with other parishes at a reduced cost if the need could be demonstrated.

5.1.1 Speedwatch signs and Equipment

At the Annual Parish Meeting attendees agreed to go ahead with the shared purchase of Speedwatch Equipment at a cost of £600. This equipment would be shared between Litlington, Steeple Morden, Whaddon and Meldreth. The Clerk advised that Steeple Morden Parish Council had agreed to place the order for the kit, and arrange the insurance cover, the cost of which would

be shared amongst the four parishes. Councillors agreed to proceed with the purchase of the equipment.

5.2 Update on Parish Plan

There was no further update as Cllr Pledger was not in attendance.

5.3 Update on Clunch Pit Activity and Signage

Cllr Jones reported that there had been a very successful site meeting between the Parish Council, South Cambridgeshire District Council, County Council, Trial Riders Federation (TRF), the PCSO, landowner Mr Parker, and two residents. Having all the stake holders in attendance ended with quite a lot of commitment from all parties. There were 12 action points and once a month Cllr Jones would compile an update for the Parish Council. Action points agreed included the installation of kissing and bridle gates and the filling of hedging to channel the route to the designated access point where there would be a more physical barrier. South Cambridgeshire District Council and the TRF wanted to educate the riders getting the message out locally that the pit was out of bounds. There would be some monitoring of the pit by the County Officer and the police Inspector was to be asked to agree some PCSO time to accompany him.

Cllr Jones advised that in the short term the signage organised by a resident, and agreed at the last meeting, would be received in around two weeks. -Cllr Jones

The Chairman thanked Cllr Jones for organising this meeting.

5.4 Parking on Bassingbourn Road

The Clerk advised that following discussion at the last meeting she had contacted the District Council Housing Officer to see if he was able to advise why the area on Bassingbourn Road could not be opened up to allow residents to park in their front gardens. He was unable to help. She had since looked back through the minutes over the past couple of years and could find no reference to the reason why not but believed it was a safety concern. Cllr Cathcart added that residents would have to drive over a footpath to get to their gardens. The ownership of the properties was also not clear. Cllr Sharp proposed that the Clerk write to the Councils to get their views on opening up the access. This was agreed by all Councillors. -Clerk

5.5 Parish Paths –Confirmation of Officer and Update on Deregulation Act

Mr Geoff Barlow, who was in attendance, agreed to continue as the designated village footpath officer. A discussion then took place on the requirement for the Deregulation Act which Mr Barlow believed was that the Parish Council should check to ensure that all paths they wanted as Rights Of Way were included on the OS map as after 2026 they could not be registered. It was advised that the footpath map compiled a few years ago should be able to help identify the paths. After further discussion it was agreed that as a first step the Clerk would obtain a map of paths from Cambridgeshire County Council and compare this against the village map. She would also try and seek clarification on the Deregulation Act requirement from the Rights Of Way Officer. -Clerk

06. CORRESPONDENCE

6.1 Local Government Boundary Commission –New Draft Recommendations for Cambridgeshire County Council

The recommendations proposed that Litlington be included in a ward with The Mordens and Gamlingay.

6.2 Local Government Boundary Commission –Consultation on Electoral Review for South Cambridgeshire

The proposals showed Litlington in a ward with Bassingbourn.

A discussion took place on how the proposals came together which was purely mathematical. Cllr McCraith advised that a lot of villages were unhappy with their proposed ward. Councillors agreed that it would be more logical to be grouped with Bassingbourn for the County Council ward. They also agreed that there were ties with The Mordens. The consultation for Cambridgeshire closed on the 20th June with the South Cambs consultation closing on the 25th July. Cllr Sharp offered to look at the numbers involved and see if he could work out a recommendation for the County Council representation to include The Mordens Litlington and Bassingbourn. -Cllr Sharp

07. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 County Council

Cllr Dent had sent his apologies. A report had been circulated.

7.2 District Council

Cllr McCraith reported that the Community Chest fund had been boosted by extra funding and urged the Parish Council to apply for project funds.

There was a lot of concern over Devolution even though the original plan to join with Suffolk and

Norfolk had been dropped. This would be revisited with another proposal, Cambridgeshire and Peterborough was likely, but it raised the same question of concerns over an elected mayor which would be another layer of administration. Another concern was the powers that a mayor could have. The Local Development Plan was unlikely to be adopted before 2017. The urgency of South Cambridgeshire District Council was not shared by the Planning Inspectors. The hearings had recommenced and the Inspector was dealing with issues.

08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS

There was no further update.

09. PLAY AREA /RECREATION GROUND/CENTRE

9.1 Play Area

9.1.1 Play Area Weekly Inspection Update

This was satisfactory. The RoSPA report had been circulated with the main area of concern again being the mound. Councillors agreed that this area had good play value for the children.

9.1.2 Play Area Fence

This was being considered as a project to submit for Bio Reg funding.

9.13 Proposal for a Skate Ramp

There was no further update.

9.2 Recreation Centre Issues

Cllr Sharp reported that the AGM of the Recreation Centre had been held the previous week with only committee members in attendance. He stated that if the village wanted improvements they had to show some support.

9.2 .1 Planning Application for proposed extension to Centre

A presentation was made at the Annual Parish Meeting where attendees were shown a model of the proposed extension. There were no objections to progressing the project. The next stage was for the Football Association to be consulted on the plans which had been drawn up by a volunteer Architect. Once these were finalised the Parish Council would be asked to apply for planning permission. The Architect had spoken with the planning department who stated that everything appeared straight forward.

10. SPEED OF TRAFFIC THROUGH VILLAGE

10.1 Traffic Survey Bassingbourn Road

10.2 Royston Road –Request for a Survey

These items were discussed under Items 3.1 and 5.1.

11. MATTERS ARISING FROM ANNUAL PARISH MEETING

Issues raised at the meeting were already being progressed by the Parish Council.

12. LITLINGTON & THE MORDENS MOBILE WARDEN SCHEME

Cllr Sharp advised that the Trustees of the scheme had agreed to include members from Bassingbourn. At the present time The Mordens and Litlington were only included in the constitution and the Trustees wanted permission to apply to the Charity Commission for the inclusion of Bassingbourn. This was agreed.

13. FINANCES

13.1 Payment of Accounts

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

K BAKER

Recreation Centre cleaning May 2016	£100.00
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G D BRADSHAW

Disconnection of changing room storage heater (inc £13.60VAT)	£ 81.60
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LGS SERVICES

Internal Audit 2015/16 (inc £15.00VAT)	£ 90.00
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ROAD DATA SERVICES LTD

Traffic survey of Bassingbourn Road (inc. £29.00VAT)	£174.00
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CHUBB FIRE & SECURITY LTD

Recreation Centre hire of safety equipment (inc. 28.62VAT)	£171.74
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CAPALC

Membership 2016/17	£ 265.31
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CPRE

Membership 2016/17

£ 36.00

TOTAL

£918.65

Agreed. PROPOSED Cllr Jones SECONDED Cllr Williams

13.2 Internal Audit Report 2015/16

A copy of the report had been circulated to Councillors. The following issues had been brought to the attention of the Parish Council –

- **Minutes initialled at a later date** –The Parish Council would ensure that the correct signage arrangements take place at the meeting
- **Print Quality Poor** –The Clerk to purchase a new printer.
- **Financial Standing Orders** –The adopted standing orders states that powers of expenditure should be included in the minutes. The Regulations to be reviewed

14. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION14.1 Police Liaison Meeting

Cllr Sharp would be attending the next meeting held in Gamlingay. He would raise the issues of unsocial driving near horses and the parking near the traffic cushions on Bassingbourn Road.

14.2 Litlington Evergreen Queen's 90th Birthday Celebration

Cllr Sharp advised that Cllr Wiltshire and Mrs Bright had arranged a birthday tea celebration for the Evergreen club which was well attended. It was agreed that the Clerk would send a letter of thanks.

*-Clerk*14.3 Grasscutting

The District Councillors were asked about the change in the District Council grasscutting specification in the villages. The Clerk had asked the Housing Officer why certain areas of grass had not been cut and been advised that they should not have been cut by the District Council in the past as they were the responsibility of County Highways. Cllr Cathcart stated that there had always been a certain amount of confusion and would speak to the District Council officers as it appeared that there was currently a breakdown in communication between them and County officers.

Cllr Jones advised that the Rights Of Way Officer, Peter Gaskin, had advised that Ashwell Stret would no longer be cut back as aggressively as in the past. Instead a smaller channel would be cut to help wildlife.

14. Tree in Meadow by Recreation Centre

Cllr Williams had received complaints from a residents regarding visibility. She agreed to arrange for the field owner to cut some branches back.

*-Cllr Williams***15. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 12th July 2016**

There was no further business. The Chairman closed the meeting at 8.45pm

Chairman

Date