

**MINUTES OF THE ANNUAL GENERAL MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL
ON TUESDAY 14TH MAY 2019**

PRESENT: Cllr Bathmaker (JB)(Chairman), Cllr Pledger(SP), Cllr Sharp(DS), Cllr Williams(LW), Cllr Barlow (GB), Cllr Gray (SG), Cllr Jones (NJ)
District Cllr Cathcart, County Cllr Kindersley
Members of the Public: 3

7.15 pm PARISH COUNCIL ANNUAL GENERAL MEETING

01. ELECTION OF CHAIRMAN

Cllr Bathmaker, the retiring Chairman, opened the meeting and asked for nominations for Chairman. There were no nominations. Councillors agreed that they would defer the election of Chairman and Vice-Chairman to the next Parish Council meeting which would be held on the 11th June 2019. Cllr Bathmaker agreed on this occasion to chair the meeting.

02. CO-OPTION OF COUNCILLORS

The Chairman reported that Mrs McClelland had resigned from the Parish Council. The Clerk was asked to start the process of co-option with the District Council Returning Officer.

-Clerk

03. ELECTION OF VICE-CHAIRMAN

As agreed under Item 01 the election of Vice Chairman would take place at the next Parish Council Meeting.

04. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Wiltshire.

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

The Chairman declared a non pecuniary interest under Item 11.2 as a relative of the property neighbour.

06. OPEN FORUM

6.1 Meeting Lane/Malting Lane Footpath

Concern was raised by the neighbouring residents over the pathway where the grasscutting contractors had left a 3ft band of weeds which were encroaching through the fence. The residents reminded Councillors that they had totally replaced the fence a couple of years ago, and cleared the path. The residents advised that they had sprayed the weeds but questioned why this strip was not included in the grasscutting specification.

As agreed at the last Parish Council meeting Cllr Pledger had also arranged for the weeds to be sprayed. It was noted that Cllr Jones had previously spoken to the contractors about including the whole path in the specification and would do so again.

-NJ

07. MINUTES OF PREVIOUS MEETING

7.1 Minutes of the Parish Council Meeting dated 9th April 2019

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

08. MATTERS ARISING FOR URGENT ATTENTION

There were no matters arising.

09. CORRESPONDENCE

Correspondence received was discussed under agenda items.

10. ELECTION OF COMMITTEES/WORKING GROUPS

The following were agreed by Councillors.

PLANNING –Cllr Gray

PARISH PATHS –Cllr Barlow

TREE WARDEN –Cllr Barlow

MOBILE WARDEN SCHEME –Cllr Sharp, Mrs J Wootton
 WEBSITE /SOCIAL MEDIA–Clerk
 The Clerk suggested that a Parish Council Facebook page be set up so that she could answer questions on Parish Council issues officially rather than through her own personal account. It was noted that the Parish Council had a twitter account already. The Chairman agreed to investigate the setting up of a Parish Council Facebook account.
 GRASSCUTTING/HIGHWAYS –Cllr Jones/Cllr Pledger
 PLAYGROUND EQUIPMENT – Cllr Williams/Cllr Gray
 POLICE LIASON –Cllr Sharp
 RECREATION CENTRE –Cllr Gray/Cllr Wiltshire/Cllr Sharp
 CEMETERY –Cllr Sharp
 VILLAGE HALL –Cllr Williams
 PARISH POST LIAISON – Cllr Barlow
 PARISH PLAN –Cllr Pledger
 COMMUNITY SPEEDWATCH –Cllr Bathmaker
 LITLINGTON TOWNLANDS CHARITY –Cllr Bathmaker
 NEIGHBOURHOOD WATCH –Cllr Bathmaker
 LITLINGTON TOWNLANDS CHARITY –Cllr Sharp/Mr Biles/Mrs Baker

-JB

11. PLANNING

11.1 Planning Ref S/1311/19/FL

Horse and Groom, Baldock Road –Demolition of existing building and the erection of a Petrol Filling Station with associated parking, access improvements and landscaping (Cunningham and Carlile, UK Property Options Ltd)

Recommendation –Support

Councillors request that the application should go before the District Council Planning Committee if the officers have a different recommendation.

11.2 Planning Ref S/1190/19/

The Old Bakery, Church Street –Proposed dwelling house (Mr L Bradford)

It was noted that the dwelling would be very close to the boundary which would then need access from the neighbouring land for maintenance. Concern was raised over the overdevelopment of the site and the loss of light for the neighbouring property.

Recommendation –Object

-Overdevelopment of the site

-Loss of light for neighbouring property

-Concern over impact on neighbour as access to their land would be needed for maintenance of the property due to the close proximity to the boundary.

12. FINANCES

12.1 Payment of Accounts

K BAKER	
Recreation Centre cleaning April 2019	£108.00
HALES PRINTERS	
Annual Parish Meeting leaflet	£ 9.00
E-ON	
Recreation Centre electricity (inc. £19.07VAT)	£400.53
BHIB LTD	
Renewal of insurance premium 2019/20	£750.80
MORELOCK	
Mounting brackets for MVAS (inc. £38.00 VAT) as agreed at PC meeting 9/4/19	£228.00
STANLEY TEE LLP	
Lease for Recreation Ground (inc. £230.00VAT)	£1420.00
CAMBRIDGE WATER BUSINESS	
Rec Centre water rate Oct 18 –April 19	£ 28.34
TOTAL	£2944.67

Agreed. PROPOSED Cllr Barlow SECONDED Cllr Jones

16.2 Agreement of Annual Return 2018/19

The paperwork was currently with the Internal Auditor. Copies of the draft had been circulated to Councillors.

12.2.1 Agreement of Governance Statement

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes once the Internal Audit had been completed.

12.2.2. Agreement of Accounting Statement

The statement was agreed as correct and would be signed by the Chairman once the Annual Return was back from the Internal Audit.

13. ANY OTHER BUSINESS FOR INFORMATION OR URGENT ACTION OF THE CLERK13.1 MVAS

Cllr Barlow advised that the equipment did not seem to be working. Cllr Williams confirmed that she had been chasing the team for assistance and would then arrange to change the batteries. A discussion took place on a new position for the sign. It was agreed that for the time being the sign would be turned to analysis traffic travelling out of the village on Royston Road.

-LW

13.2 Parish Post

Cllr Barlow reminded Councillors that the deadline for the next edition was the 17th May 2019 and welcomed content. Cllr Kindersley agreed to forward his Annual Report. Cllr Cathcart would also prepare a report.

13.3 Dead Deer

Cllr Williams confirmed that she had reported the deer, which was on the recreation ground, to South Cambridgeshire District Council who advised that they would arrange removal.

13.4 Royston Road Protected Verge

Cllr Williams expressed concern over the recent cutting of the verge on Royston Road where all the flowers had been destroyed. It was noted that in the past this used to be protected verge but the area was no longer protected.

14. DATE OF NEXT PARISH COUNCIL MEETING –Tuesday 11th June 2019

The Chairman closed the meeting at 8.00 PM

Chairman

Date