

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN  
LITLINGTON VILLAGE HALL ON TUESDAY 8<sup>th</sup> NOVEMBER 2016**

PRESENT: Cllr Bathmaker (Chairman), Cllr Williams, Cllr Pipe, Cllr Sharp, Cllr Wiltshire, Cllr McClelland, Cllr Pledger

District Cllr Cathcart

Members of the Public -8

**7.15 pm PARISH COUNCIL PLANNING MEETING**

**01. APOLOGIES FOR ABSENCE**

Cllr Jones, Cllr Barlow, County Cllr Dent and District Cllr Cathcart

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

There were no interests declared.

**03. OPEN FORUM**

3.1 Affordable Housing –Stephen Conrad (Cambridgeshire County Council)

The Chairman introduced Mr Conrad and invited him to speak.

He advised attendees that since 2014 Cambridgeshire County Council had cut over £200million from their budget which had a big impact on services. He explained how things had changed, with the Government grant in relation to the County Farms estates, and how if the County became a Developer it could move into selling properties, market renting and affordable housing. County Council members had indicated that they were interested in this. Mr Conrad stated that he appreciated the Parish Council's desire for affordable housing but needed to have a balance. He explained current schemes which had been submitted for planning approval in Shepreth and Willingham. Mr Conrad reminded Councillors that the Sheen Farm site was in two parts, inside and outside the village envelope, and the original scheme was for six market houses in the envelope and 12 affordable units on an exception site outside. The County Council were now looking at 18 dwellings with 8 affordable. He referred to the e-mail from Julie Fletcher, South Cambridgeshire District Council Head of Housing Strategy, confirming that she would support a local connection being attached to the scheme.

Cllr Cathcart expressed his concern stating that he was still not happy as the local connection did not always mean that local residents would secure what was available. He referred to a Section 106 agreement which could always be changed and the Parish Council would not be party to.

The Chairman invited members of the public to speak.

Concern was raised over the future of Sheen Farmhouse as there were currently issues with the Housing Association managing the property on behalf of the County Council. The tenant was aware that she would need to leave the property in 2017. Cllr Cathcart offered to speak to the District Council Housing Officer to see if help could be given to the tenant at this stage.

Cllr Sharp asked how the company would be set up to manage the properties. Mr Conrad advised that this had not yet been agreed.

A discussion took place on a draft layout prepared for the site by Cambridgeshire County Council. Cllr Pledger pointed out that the layout allowed for the site to be extended towards South Street at some point.

The Chairman asked Mr Conrad the next step of the County Council. The Parish Council was aware that once the plans had been submitted to South Cambridgeshire District Council there would be a full planning consultation. Mr Conrad confirmed that he would approach the Housing Development Agency (HDA) and ask them to proceed with the planning work. He offered to return to another Parish Council meeting, with Ms Fletcher, so that Councillors could ask questions about the affordable housing local connection.

The Chairman thanked Mr Conrad for his presentation.

3.2 Highfield Farm –Suggestions for Community Projects

- Replacement Play Area Fence
- Installation of facilities at St Catherines Church
- Refurbishment of Village Hall kitchen

The Chairman advised that Mr Collins had been unable to attend this meeting.

3.3 Other Planning Issues

Cllr Pipe reported that details of a planning application for a new dwelling on Cockhall Lane, outside of the village envelope, had been advised by South Cambridgeshire District Council. Once the plans were received a date would be set for an extra planning meeting to discuss the response.

**04. TO CONSIDER PLANNING/TREE APPLICATIONS**

4.1 Tree Application S/2955/16/TC

Patch Cottage, Royston Road –Fell Purple Plum to ground level

*-No Objection or comment*

**8.00 pm PARISH COUNCIL MEETING**

**01. APOLOGIES FOR ABSENCE**

Cllr Jones, County Cllr Dent and District Cllr McCraith

**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

Councillors were advised by Heather Williams that the Football Association had asked for a couple of things to be changed on the proposed plans which related to the changing rooms and the external doors. Mrs Williams added that the response had been very positive. It was encouraging that they were taking the time to give practical advice which included ideas on how costs could be reduced. This was helped by the full use of the two pitches and the amount of use the grounds in general received.

Mrs Williams reminded Councillors that she had provided details of an ink recycling scheme for the Recreation Centre which, as the Parish Council owned the building, would have to progress. She was also still waiting for feedback from the District Council Licensing Officer.

There had been incidents of anti social behaviour on the recreation ground and also inside the building. It was stated that all the incidents needed to be reported to the police so that they were aware. The more reports received by them the more likely it would be for a police visit.

3.2 MHI Application 2017/18

3.2.1 Bassingbourn Road reduction in speed limit

The Chairman reported that a site meeting had taken place with the County Council Road Safety Engineer, Joel Sykes, to discuss the request. Mr Sykes had advised that it was unlikely that the traffic speed limit could be reduced as it was a rural road. As part of the process of applying under the MHI scheme the Clerk had asked the Police for their view. Mr Derek Crosby, Police Traffic Management Officer, had advised that with the lack of supporting evidence a collision history that was speed related, he would not support a standalone proposal to reduce the speed. Both Mr Sykes and Mr Crosby had suggested that consideration be given to the maintenance of the footpath so that it could be utilised to its maximum width.

3.2.2 Royston Road Traffic calming measures

The results from the County Council traffic survey had been circulated to Councillors and Mr Crosby had advised that he was not fully convinced that physical engineering was warranted of full support from a traffic management perspective. The figures from the survey indicated a more than reasonable degree of conformity. He stated that he was given to understand that for the duration of the survey local residents were advised to make an effort to have the road cleared of vehicles. Mr Crosby concluded that if the Parish Council could convince the Highway Authority that calming measures were meritorious it would be unlikely that an objection would be made on the part of the police.

Cllr Pipe who had agreed to complete the application form stated that a scheme for speed cushions with lighting would cost around £20,000. Cllr Pledger suggested consideration be given to trying to refurbish the existing traffic calming feature at the entrance to the village to make it more pronounced. A discussion took place with residents of Royston Road on how the application could be completed. The comment made by Mr Crosby regarding the clearing of vehicles from Royston

Road during the survey was rejected. After further discussion, under Item 7 of the agenda, it was agreed that an application would be made for the revamp of the existing traffic calming and the Clerk would ask Mr Crosby to retract the statement about the clearing of the cars so that his comments could be included on the MHI application form. Mr Crosby would be invited to a Parish Council meeting in the new year to discuss his view and give residents an opportunity to question him.

*-Cllr Pipe &  
Clerk*

The Chairman confirmed that a request had been made for mobile speed signs and this would be followed up. The Clerk had some 30mph stickers which she handed to residents. She was in the process of obtaining a quotation for further printing as South Cambridgeshire District Council no longer provided the stickers.

*-Clerk*

### 3.3 Other issues

There were no other issues raised.

## **04. MINUTES OF PREVIOUS MEETING**

### 4.1 Minutes of the Parish Council Meeting dated 11<sup>th</sup> October 2016

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

## **05. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING**

### 5.1 Speedwatch signs and Equipment

The Speedwatch signs for erection at the entrances to the village had been ordered. As discussed under Item 3.2.2 the Clerk would obtain a quotation for further 30mph adhesive signs for residents of Royston Road.

### 5.2 Update on Parish Plan

Cllr Pledger had extracted the data to compile an action plan. The original working group would go through the points, see which were relevant to which authority, and report back to the Parish Council.

### 5.3 Update on Clunch Pit Activity and Signage

There was no update from Cllr Jones. It was noted that a sign was missing from a post which Cllr Jones was aware of.

### 5.4 Parking on Bassingbourn Road

There was no further update.

### 5.5 Request for Horse Signage on Bassingbourn Road

There was no further update. It was acknowledged that a safety audit might be required and the Clerk was awaiting a reply from the County Council Safety Officer to find out more.

## **06. CORRESPONDENCE**

### 6.1 Request for a Defibrillator

It had been suggested that a defibrillator could go in the telephone kiosk. The Clerk advised that the kiosk was still in use and there had been no contact from either British Telecom or South Cambridgeshire District Council to say otherwise. It was suggested that the equipment could be installed in a cabinet on the side of the Recreation Centre if needed. After discussion it was agreed that as the Parish Council had contributed to the First Responder initiative, who stated that they could get to an incident in six minutes, a defibrillator would not be pursued at this time.

### 6.2 Parish Plan Training

The Training Schedule of South Cambridgeshire District Council had been circulated to Councillors. The Clerk asked anyone interested to let her know and she would book a place.

## **07. CCC MINOR HIGHWAY IMPROVEMENT BID 2017/18 AGREEMENT OF SUBMISSION**

Councillors agreed that an application would be made for the revamp of the existing traffic calming and the Clerk would ask Mr Crosby to retract the statement about the clearing of the cars so that his comments could be included on the MHI application form. Mr Crosby would be invited to a Parish Council meeting in the new year to discuss his view and give residents an opportunity to question him.

The Chairman thanked Cllr Pledger for her work on the Bassingbourn Road speed reduction petition which had 310 signatures. He stated that the Parish Council should now concentrate on trying to improve the footpath. The Chairman added that he would speak to the farmers along Bassingbourn Road to see if they could carry out some planting along their boundary as the road currently appeared open with good visibility which encouraged speed.

The Clerk reminded Councillors of the County Council initiative for Community Volunteers stating

*-Cllr  
Bathmaker*

that the clearing of the path could be part of that. She suggested details of the initiative be put in the next Parish Post to see if there were any volunteers.

## 08. COUNTY AND DISTRICT COUNCILLOR REPORTS

### 7.1 District Council

Cllr Cathcart reported that the Boundary Commission had confirmed that Bassingbourn and Litlington would stay together in a one member ward in the South Cambridgeshire reorganisation. The new arrangement would take effect in 2018. He then reported that it had been announced that Bassingbourn Barracks would be retained for military use. It was hoped that once the Barracks was operational the sports clubs would be able to return.

## 09. PLAY AREA /RECREATION GROUND/CENTRE

### 9.1 Play Area update including hedge and fence

Cllr Williams had received a quotation to cut the hedge within the amount agreed at the last meeting. She was in the process of arranging for the hedge to be cut.

Cllr Sharp advised that he had asked recreation ground hedge cutter to carry out a cut, as a matter of urgency, following the last meeting. Cllr Pipe offered to cut back any overhanging brambles from the entrance to the northern end of the recreation ground.

*-Cllr Pipe*

### 9.2 Recreation Centre Operational Issues

The Clerk was asked to progress the ink cartridge recycling initiative to fund raise for the refurbishment. The PCSO would also be asked to carry out some visits to the recreation ground, especially after dark, when possible.

*-Clerk*

## 10. CHRISTMAS CELEBRATION/TREE 2016

It was agreed that a 15-20ft tree be purchase and Cllr Sharp would arrange for a hole to be dug on the village green by the contractors which could be blanked off through the year. Cllr McClelland advised that she had sourced some lights with a battery pack and time switch which it was agreed she purchase with the £150 donation from a parishioner. The Clerk to ask Pre-school if they would like to make some tree decorations.

*-All Cllrs & Clerk*

Councillors agreed that the tree would be erected on the 11<sup>th</sup> December and this would be advertised on the village website page and also on the notice boards, shop and pub. It was advised that a three year lease had been agreed for the Crown and so the new Landlord would be advised of the plans in the takeover from the current Landlord.

## 11. FINANCES

### 11.1 Payment of Accounts

K BAKER

Recreation Centre cleaning October 2016 £100.00

VIKING

Paper towels and mop for Recreation Centre (inc. £7.68VAT) £ 46.10

E-ON

Recreation Centre electricity (inc.£6.40VAT) £134.40

NICK GOLDMAN

Parish Post printing £ 28.00

CAMBRIDGESHIRE COUNTY COUNCIL

Annual Rent for recreation ground land £ 75.00

CAMBRIDGE WATER

Rec centre water supplyApril-Oct 16 £ 37.58

ROYAL BRITISH LEGION

Poppy wreath £ 25.00

STEWART BULLARD & SON LTD

Grasscutting Recreation Ground £1200.00

Verges £ 672.00

Churchyard £ 367.50

VAT £ 447.90 £2687.40

TOTAL £3133.48

PROPOSED Cllr Pledger SECONDED Cllr Pipe

**12. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION**12.1 Parish Post

The distribution of the Post had missed the Prospect deadline. Cllr McClelland asked for volunteers to help with delivery. It was agreed that the next edition would be in January 2017.

*-Cllrs*

12.2 Abington Road Ditch

Cllr Williams advised that the ditch was full and suggested that it was cleaned out to help with future heavy rainfall. Cllr Pledger stated that the purpose of the ditch was to catch the rainfall and then slowly release it into the ground. The ditch was doing what it was supposed to.

12.3 Remembrance Service

The Clerk had the poppy wreath which Cllr Sharp agreed to lay at the war memorial on behalf of the Parish Council.

*-Cllr Sharp*

**13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 13<sup>th</sup> December 2016**

There was no further business. The Chairman closed the meeting at 9.25 pm

Chairman

Date