

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 9TH JUNE 2015**

PRESENT: Cllr Bathmaker (Chairman), Cllr Pipe, Cllr Williams, Cllr Wiltshire, Cllr Baker, Cllr Jones, Cllr Sharp,
Cllr Pledger
District Cllr Cathcart, District Cllr McCraith
Members of the Public -3

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Mc Clelland and County Cllr Dent

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

There were no interests declared.

03. OPEN FORUM

There were no issues raised.

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Annual General Meeting dated 12th May 2015

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

05. MATTERS ARISING

5.2 Highway Issues

5.2.1 South Street/Meeting Lane Junction/Local Highway improvements Initiative 2014/15

The County Highway Officer had advised that there was still an objection to the speed cushions from a resident of Bassingbourn Road. The layout of the cushions had been tweaked following discussions with other residents. As there was an objection the proposal would now need to go before a County Council committee for their permission to proceed.

It was stated that there was a disabled parking space in the lay-by which had been put there at the request of disabled residents who had since moved out of the village. As far as Councillors were aware there was nobody on Bassingbourn Road with a blue badge so the space was being left empty. Cllr Pipe agreed to find out how the space could be removed as this would help with the parking issue on the road.

-Cllr Pipe

5.2.2 Speedwatch Signs

The County Officer had been chased by the Clerk on a response from the police.

5.2.3 Village Cage Green –proposed wooden posts

The posts had been delivered and were awaiting installation. The Chairman reminded Councillors that they had agreed to install as a working party. Cllr Williams suggested that notification be given to the neighbouring residents as there was always a car parked on the green at the weekend. Cllr Sharp suggested that it would be easier for the working group if they had use of a post digger and agreed to make enquiries. It was agreed that the posts would be installed over the weekend of the 20th June. The Clerk was asked to see if she could find out if there were any pipes or cables underground in the area. Cllr Williams would arrange for some cones to be put out the evening before.

*-Clerk,
Cllrs &
Cllr
Williams*

5.3 Update on Parish Plan

Cllr Jones and Cllr Pledger were working on the report and proposed action plan.

5.4 McDonalds Litter

As far as the Clerk was aware that had not been any further complaints regarding the litter. This item would be removed from the agenda.

5.5 Litter and Motorbike signage

The Clerk had obtained a 'Litter' sign from South Cambridgeshire District Council which would be positioned near the level crossing. She had also sought quotations for 1xA3 and 2xA4 metal signs which amounted to just under £100. This included the fixings for the posts/poles. Councillors agreed the expenditure and asked the Clerk to go ahead with the purchase.

-Clerk

5.6 Parish Council Website

Cllr Jones confirmed that the website responsibilities were now with him. The Clerk reminded

Councillors that there was a requirement for additional information to be added as a result of the Local Government Bodies Regulation 2014.

5.7 Recreation Centre Refurbishment

Cllr Sharp expressed concern over how the refurbishment project was being pushed along. He suggested that everyone should wait until the full results of the Parish Plan were available. At the Annual Parish Meeting there were concerns over the viability of the plans. He added that there was only one member of the public in attendance at the recent Recreation Centre AGM and felt there was no support. Cllr Sharp then suggested another proposal for the Centre which was that a container be purchased to accommodate changing facilities for two teams. The remainder of the Centre could then be redesigned.

The Chairman reiterated the decision made by residents at the Annual Parish Meeting and that was for a working group to be formed to come up with options for the Centre. The key driver was the problems with the existing facilities.

A discussion then took place on whether the Village Hall and Recreation Centre were both needed. As advised at the AGM the Parish Plan questionnaire referred specifically to 'if either building became economically unviable one facility would be agreeable'. It was suggested that the Village Hall committee be asked for a rough idea how much it would cost to get the hall up to standard. Cllr Pipe offered his help in putting this together.

After further discussion it was agreed that Cllr Jones and Cllr Sharp would look at the questions that needed to be explored about the two buildings and report back at the next meeting.

-Cllr Pipe

*Cllrs Jones
& Sharp*

06. CORRESPONDENCE

6.1 Electoral Review of Cambridgeshire

Draft recommendations on the future electoral arrangements for Cambridgeshire County Council had been compiled. A consultation was underway on the recommendations and this would close on the 6th July 2015. There were no changes proposed for Litlington.

6.2 CCC Consultation on Revised Strategy for Flood Risk Management

The strategy agreed in 2012 was due to be updated to reflect the changes in legislation that had happened since then. The main updates were the inclusion of more accurate information on areas of significant risk from surface water flooding, and information on the County Councils new role as a statutory consultee in the planning process in relation to surface flood water. A public consultation was running from 3rd June until 14th July 2015. Councils were urged to complete the online questionnaire. The Chairman offered to complete on behalf of the Parish Council.

6.3 Bassingbourn Half Marathon

A request for Marshalls had been made for the event which was planned on Sunday 5th July 2015.

*-Cllr
Bathmaker*

07. REVIEW OF INSURANCE SCHEDULE

Cllr Pipe had looked at the documentation and advised that there were a lot of improvements to the latest schedule but added that there was one point Councillors should be aware of. The cover for damage caused by asbestos had been removed. He believed that there was some asbestos in the Recreation Centre and so suggested that any contractors working on the building were advised that the Parish Council were not insured for any claim relating to asbestos damage.

The Clerk was asked to investigate some wording so that contractors could be made aware.

-Clerk

08. ELECTION OF TOWNLANDS CHARITY TRUSTEES 2015-2018

Cllr Sharp, Mr Alan Biles and Mrs Lorraine Baker had all agreed to continue as Trustees for the next three years. This was approved by Councillors.

09. COUNTY AND DISTRICT COUNCILLOR REPORTS

9.1 County Council

Cllr Dent had circulated a report.

9.2 District Council

Cllr McCraith reported that the Local Plan inspection was the main issue. A letter from the Inspector to South Cambridgeshire District Council asked a few questions about where and how Councillors came to the conclusions in the report. These needed to be clarified. Cllr McCraith added that this was quite common but it did mean extra work and Councillors did not want too much time spent on this as it was an extra opportunities for developers. A provisional deadline had been given as the end of the year. Cllr Cathcart added that there was a lot of press coverage which exaggerated the issues. The District Council believed that they had used the correct figures for housing but the Inspector may query this. Cllr Cathcart concluded that the inspection of the plan had been suspended and not rejected. Cllr Pipe

asked if there would be another public consultation. He was advised that this would only happen if there were major changes made to the plan.

The Chairman thanked the District Councillors for their update.

10. PLAY AREA /RECREATION GROUND/CENTRE

10.1 Play Area Weekly Inspection Update

Cllr Williams confirmed that the inspections were regularly taking place.

10.2 Play Area Fence

Cllr Williams reported that each end of the fence was unstable. The fence was originally installed around 20 years ago when the play area was installed. Since then it had been patched with stakes over the years. Cllr Wiltshire added that the electricity box which was mounted on the fence may be a problem if the fence was to be changed. A discussion took place on a replacement fence. Cllr Jones queried whether a fence was needed at all. It was then agreed that a quotation, for a replacement wooden fence, would be sought to get an idea of the costs. This would be discussed again at the next meeting.

-Cllr Sharp

11. CLUNCH PIT LAND

Cllr Jones reiterated his report made at the AGM where District and County Councillor officers were to arrange a site meeting. He had chased an update with them. The Chairman advised that he had found some on-line forums where the clunch pit was listed as somewhere for off road bikes with good parking.

12. COMMUNITY RIGHT TO BID –THE CROWN AND VILLAGE STORES

The listing of The Crown as a community asset had briefly been suggested at previous meetings. Cllr Cathcart reminded Councillors of the Article 4 direction consultation regarding pubs which would remove permitted development rights from public houses, which the District Council Planning Committee was still to agree. Article 4 direction did not apply to village shops. The Clerk reported that she had been advised that a recent change in legislation now meant that the permitted development rights were automatically curtailed once buildings became an Asset of Community value.

-Clerk

Cllr Pledger stated that listing the Crown and shop would protect them as community assets and gave the village time to raise funds if needed to purchase them. Cllr Sharp asked if listing them could devalue the property. Cllr Cathcart replied that it could but Councillors had to consider whether the village valued the facility. After further discussion it was agreed that the Clerk start the process for listing.

13. MATTERS ARISING FROM ANNUAL PARISH MEETING

13.1 LJs DBS Volunteer Checks

The Clerk reported that she had asked the County Youth Worker for advice on behalf of LJ's.

13.2 Dog Fouling –Proposal to use the Fenland District Council Initiative

Parishioners in attendance at the Annual Meeting had thought the use of florescent spray a good idea. The Clerk advised that it cost was £4.50 plus VAT per can. There was also a cost for delivery. It was agreed that 12 cans be ordered. Cllr Pledger had prepared a poster advertising the initiative which would take place during the second half of July 2015. Cllr Wiltshire would get some posters printed.

*-Cllr
Wiltshire &
Clerk*

13.3 Working Group for Recreation Centre Improvement Project

Mrs Heather Williams, who was leading the project, was invited to update Councillors. She reported that the working group had met and agreed to put three proposals together with their pros and cons. She was going to speak to a local contractor regarding the rough costings for each and hoped to present the information to the Parish Council in September 2015. She asked Councillors if they agreed the remit for the working group which they did. Cllr Jones asked if the idea put forward by Cllr Sharp under Matters Arising, for a separate purpose made unit for the showers, could also be included as an option which Mrs Williams agreed would. She added that because she was not a Parish Council member she was having difficulty obtaining information on funding sources. Cllr Pledger agreed to help her with this.

Cllr Pipe reminded Councillors that the second phase of the heating upgrade in the Centre should be progressed before the winter. The first stop taken was to insulate the pipe work and now the instant infra red heating needed to be looked at. He suggested the quotations received by Mrs Williams be compared to prices he had obtained be discussed at the next meeting so that a decision could be reached. This would be an agenda item at the next meeting.

13.4 Millennium Book

A resident had queried the whereabouts of the book at the Annual meeting. The plan was to get the

scanned pages printed into another book and that could then be kept in the Church. The Clerk advised that as a lot of the pages had been written in either pencil or light pen it was difficult to copy them. She suggested that the electronic copy of the book be made available on the Parish Council website with the master copy being kept in the Church. Cllr Sharp suggested it could then be made available to parishioners when the Book Cafe was open. This was agreed. The Clerk would liaise with the Church.

-Clerk

13.5 Bassingbourn Sports Centre Classes

Cllr Pledger had expressed concern as to why there were no longer a selection of classes held at the Centre. The Clerk explained that the Centre was now run as part of the Village College and not as a separate sports facility. This had been raised by a number of residents in Bassingbourn and Litlington over the past year as many used to attend evening classes which had now stopped. Both District Councillors were aware of the issues adding that the original intention of the Sports Centre was for the whole community to use.

14. FINANCES

14.1 Payment of Accounts

K BAKER

Recreation Centre cleaning 10/5,17/5,24/5,31/5	£100.00
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MRS L WILLIAMS

Purchase of replacement key and toilet rolls for Recreation Centre	£ 12.75
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CHUBB FIRE AND SECURITY

Annual contract for Rec Centre safety equipment hire (inc. £28.09VAT)	£ 168.54
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TOTAL**£ 281.29**

Agreed. PROPOSED Cllr Pipe SECONDED Cllr Wiltshire

14.2 Internal Audit 2014/15

The report had not yet been received.

14.3 Approval of Expenditure for Recreation Centre Tables and Chairs

The Clerk reported that she had obtained a price for 12 replacement tables and 12 chairs which came to around £1500 including VAT. She had applied for a Community Chest grant from South Cambridgeshire District Council and this was being considered at the end of June 2015. Councillors agreed to wait until the outcome of the grant application was known before making a decision.

14.4 Proposal for Donations and Grants Policy

Cllr Pledger had prepared a draft proposal and application form for groups in the village to apply for a grant. This was as a result of the application made by Litlington Pre-School earlier in the year which took a lot of time from both sides to decide. She stated that having a policy in place would be less frustrating for the applicant. A discussion took place on the need for a policy. A vote was then taken with six Councillors in agreement that a policy be put in place. The Clerk to circulate the draft proposal for comments from Councillors.

-Clerk &
Cllrs

15. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

15.1 Rubbish at rear of Recreation Centre

Cllr Williams advised that rubbish, including a washing machine, had been left at the back of the Centre. It was advised that there was someone locally who collected items such as this and it was agreed to investigate.

-Cllr
Williams

15.2 Overgrown shrubbery –Malting Lane

The shrubbery on the grass verge, including ivy, at the junction with South Street was obscuring the one way sign. The Clerk to report on the County Council website.

-Clerk

15.3 Byway 11 Grass

A request was made for the grass on the path to be cut. The Clerk to make the request.

-Clerk

15.4 Bassingbourn Road Footpath

The path was overgrown and needed to be cut back. The Clerk would report on the County Council website.

-Clerk

16. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 14th July 2015

There was no further business. The Chairman closed the meeting at 9.10pm

Chairman

Date