

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 9th JANUARY 2018**

PRESENT: Cllr Bathmaker (Chairman), Cllr Pipe, Cllr Williams, Cllr Barlow, Cllr Sharp, Cllr Wiltshire, District Cllr McCraith, District Cllr Cathcart (part), County Cllr Kindersley (part)
Members of the Public 4

7.15 pm PARISH COUNCIL PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Pledger, Cllr Jones, Cllr McClelland

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

Cllr Bathmaker declared a non disclosable interest under Item 4.1 as a friend of the applicant.

03. OPEN FORUM

Members of the public in attendance were invited to contribute to the discussion under the agenda items.

04. TO CONSIDER PLANNING/TREE APPLICATIONS

4.1 Planning Ref S/4323/17/FL

Firbank, Church Street –Two storey side extension, alterations to front elevation and replacement of existing conservatory with permanent built structure
(Mr & Mrs Cawdell)

There was a concern raised by the neighbouring resident that the southern wall of the proposed extension was located right on the property boundary. The applicant was invited to comment. He advised that this was an existing wall which would be built on to form part of the extension.

Councillors agreed to recommend Support.

-Recommendation Support

4.2 Planning Ref S/3987/17/FL

The Lilacs, Meeting Lane –Demolition of existing bungalow and erection of two detached dwellings
(Mr J Heaps, MJL Developments)

The Parish Council and neighbouring residents had been notified of a new application, with the same reference number, as the application previously considered on the 29th November 2017. It was noted that there was no further information on the District Council website. Neighbouring residents had tried to speak to the Planning Case Officer without success.

The Clerk advised that since that meeting a letter had been received from Jane Green, Head of Development Management, advising that the application would be determined under delegated powers with an officer recommendation of approval with conditions.

Councillors and residents express their disappointment at the Planning Officers for not accepting the comments made as relevant to the application. The Chairman stated that it seemed that every time the Parish Council made a recommendation the Planners overturned it.

Cllr Barlow suggested that the letter be contested because of the comment regarding ‘the slightly oblique angle’ contained. There was also confirmation in the letter that the properties were below the recommended distances contained within the District Design guide.

After further discussion it was agreed that the original comments be reiterated and a request would again be made for the application to go before the District Council Planning Committee. The Clerk would also send a letter to the District Council Head Of Planning expressing concern over planning policies. Cllr McCraith agreed to take up the issues raised with the Planning Case officer and ask her to respond to the concerned residents.

-Recommendation Object

-Recommendation Object

-Proposed properties do not meet the required distance from neighbouring properties

-The position of proposed house on Plot 2 a particular concern

-The developer should go with the original response from the District Council Planners for at least one bungalow on the Plot

The Parish Council reiterate their request for the plans to go before the Planning Committee.

*-Clerk &
Cllr
McCraith*

05. OTHER PLANNING ISSUES**5.1 The Grove, Abington Road –Highway Issues and compliance with Planning Permission**

The Chairman explained the background to the planning application including the behavior and parking conditions of the contractors which had resulted in the South Cambridgeshire District Council Enforcement Officer speaking to the developer. Concerns had also been raised with County Highways regarding a damaged bollard, which had now been straightened, and the large rut in the grass verge opposite the site caused by the contractors vehicles.

It was agreed that Cllr Barlow would forward current photographs of the damage to the Clerk who would relay the concerns to the Enforcement and County officers.

*Cllr Barlow
& Clerk*

It was also advised that there were concerns raised by the neighbour over the site boundary and the lack of agreed obscure glass in the rear windows which overlooked his property. The Clerk to follow up with the Enforcement officer.

5.2 Sheen Farm Application

Cllr Cathcart advised that he was arranging a meeting with the Planning Officer, John Koch, and County Officer, Stephen Conrad to look at some concerns over the application. He added that a decision on the application was in the balance and might not go to the Planning Committee.

5.2.1 Section 106 Projects

A meeting had taken place with the South Cambridgeshire District Council Section 106 Officer, James Fisher. He had been shown the Recreation Centre, and told of the proposal for the extension for the changing facilities, and he was very supportive of Section 106 money being directed to this project. A discussion also took place on the other projects and he asked for a comprehensive list, explaining each project with costings, so that he could make the recommendation to the Planners for the Agreement. Details were being sought.

*-Cllrs &
Clerk*

5.2.2 Future Development of County Council Land

Cllr Sharp referred to the County Council land beside Sheen Farm and the possibility of future development. Cllr Kindersley reminded the meeting that the County Council had a policy to maximize its assets and referred to the County Council website which listed their land ownership in the county. At the present time, due to the absence of the Local Development Plan, all villages were at risk. He gave the example of a County Council application for 200-300 homes at Cottenham outside the village framework. Cllr Kindersley added that until South Cambridgeshire District Council could prove a five year land supply the window was open for development.

7.30 pm PARISH COUNCIL MEETING**01. APOLOGIES FOR ABSENCE**

Cllr Pledger, Cllr Jones, Cllr McClelland

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**

There was no update available. Cllr Wiltshire confirmed that she had asked Heather Williams for the latest position regarding the plans.

Cllr Sharp referred to the Planning application for Sheen Farm which if successful would allow the Parish Council to have a 99 year lease on the strip of land at the front of the recreation ground. He suggested that before the building of the extension was finalised the Parish Council investigate whether they could sell the Recreation Centre land as building plots and with the money raised build a new Recreation Centre further back on the ground. It was noted that a lot of research was needed. To start the investigation the Clerk, Cllr Sharp and Cllr Pipe would review information relating to the purchase of the recreation centre building and the grounds.

*-Cllr
Sharp, Cllr
Pipe &
Clerk*

3.2 Royston Road Traffic Issues

The application for a flashing speed sign, under the LHI scheme 2018/19, was going to the County Council Panel at the beginning of February 2018. Cllr Barlow had offered to attend to support the application. The Chairman advised that the County Highway Consultant was supportive of the signs as long as they were moved around.

3.3 Bassingbourn Road Parking Update

There was no further update.

3.4 Village Hall Play Area Update

As discussed at the last meeting the Clerk had received a quotation for a bench, table and small play structure from Pre-School which would be included on the Section 106 Project List. Pre-School was obtaining other quotations for the play area update.

35 Other issues

There were no other issues raised.

04. COUNTY AND DISTRICT COUNCILLOR REPORTS

4.1 District Council

Cllr McCraith referred the consultation on the modifications to the Local Development Plan which ran from the 5th January -16th February 2018. This was not the final report. After the completion of the consultation it would be 4-6 weeks for the Inspector to consider the responses. The final report might not be available until after the District/Parish elections in May 2018.

4.2 County Council

Cllr Kindersley had circulated a report.

He advised that a report had been published relating to a £500million investment in the A10 Cambridge to Ely road. There would also be more housing in Ely and Waterbeach, the moving of the railway station and a new Park and Ride.

Cllr Kindersley then referred to a recent report prepared for the National Infrastructure Commission (NIC) where Bassingbourn was selected as an example of a new town with a station in the centre of the Barracks. He stated that even though some of his District Councillor Colleagues were dismissive he believed it could happen. He added that the Local Plan Inspector wanted the District Council to undertake the start of the next Plan in 2019. A discussion took place on the NIC report. Cllr McCraith advised that the District Council had been kept up to date with the original report which was largely speculative with no basic research into detail carried out. The Chairman agreed that there was a lot of logic included in the report with interesting assumptions made. A discussion took place on the proposed East/West rail route which was still to be agreed.

Cllr Kindersley then referred to the Hertfordshire County Council consultation on the transport plan which was to close soon. He confirmed that Cambridgeshire County Council was going to make a representation which included all the concerns raised by the Parishes over the safety issues on the A505 and Royston.

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

05. MINUTES OF PREVIOUS MEETING

5.1 Minutes of the Parish Council Meeting dated 12th December 2017

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

06. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

6.1 Action Point Review of Parish Plan

The Chairman confirmed that he would arrange the review before the next meeting.

6.2 Update on Clunch Pit Activity and TRO

Cllr Jones had advised that he had met with Cllr Barlow and Cllr McClelland to discuss the content of the information boards. He had also replaced a number of the missing 'No Motorbike' signs which were not as strong as the originals.

6.3 Update on Defibrillator Purchase

This had been ordered. The Clerk advised that she had approached one electrician for a quotation for installation and obtain a second so that the equipment could be installed as soon as possible.

6.4 Traffic Issues –Meeting with County Highway Officer

A meeting had taken place with the County Council Highway Consultant, Anthony Bancroft-Hall where the one-way system, junction layouts, signage and speed limits were discussed. The Chairman had circulated the notes from that meeting to Councillors and asked that the issues raised be discussed as agenda items at the next Parish Council meeting.

-Cllrs

07. CORRESPONDENCE**7.1 Local Development Plan – Consultation on Main Modifications 5th January -16th February 2018**

This was advised under the District Council report, Item 4.1. The Clerk had circulated details of the consultation to Councillors to consider. An agenda item to decide whether a representation needed to be made would be on the February agenda. -Cllrs

7.2 LHI 2018/19 Invitation to Panel Meetings

As advised under Item 3.2 Cllr Barlow would be attending the Panel Meeting to support the application.

7.3 CAPALC General Data Protection Regulations

An update had been provided on the position regarding the new legislation which would come into force in May 2018. NALC was actively campaigning with Government on some of the more difficult parts of the legislation which applied to Parish Council. CAPALC were looking at providing a service that would cover the county and asked interested Council's to let them know. This would be a county wide chargeable scheme to meet the burdens placed on Councils by the new legislation without the need for some of the additional expense of having to employ a Data Protection Officer.

CAPALC would also be holding workshops in March 2018 on GDPR for Clerks and Councillors. -Clerk

Councillors agreed that the Clerk express an interest in the service.

08. PLAY AREA /RECREATION GROUND/CENTRE**8.1 Play Area update****8.1.1 Play Area Weekly Inspection Report**

Mrs Williams confirmed the equipment was satisfactory. The only issue she had was the zip wire which may need tightening.

8.2 Recreation Centre Operational Issues

There were no issues raised. A meeting of the Recreation Ground Management Committee would be arranged.

8.3 Recreation Ground**8.3.1 Proposal to cut back Recreation Ground/South Street hedge**

The District Council Trees and Landscapes Officer had provided some information on the protected frontage. The Chairman reminded Councillors of the request from parishioners to cut down part of the hedge to make the recreation ground more visible and therefore safer. It was noted that if any major work was agreed by the Parish Council then the residents of South Street would need to be consulted. Cllr Barlow also pointed out that Councillors had not decided whether to progress the request. After discussion on the current arrangements for hedge cutting it was agreed that Cllr Sharp would speak to the contractor to see how low the hedge could be cut and at what cost. A decision would then be made on how to proceed if a change to the hedge was agreed. -Cllr Sharp

09. REQUESTS FOR STREET FURNITURE**9.1 Direction Sign for Village Hall and Recreation Centre**

At the site meeting with the Highway Officer he agreed that signs indicating the village hall and recreation centre could be erected. The village hall sign could be mounted on the post opposite the hall with the recreation centre sign location to be confirmed. The cost for each would be approximately £400. It was agreed that the Clerk progress the signs. -Clerk

9.2 Visibility Mirror –Malting Lane/South Street

The Clerk reported that the supplier of the mirror installed on Malting Lane no longer stocked the same item. The product was available from another supplier at twice the cost. -Cllrs

It was agreed that further investigations would be carried out on a supplier or an alternative mirror.

10. FINANCES**10.1 Payment of Accounts**

K BAKER

Recreation Centre cleaning December 2017 £100.00

MRS G BILES

Litterpicking Oct–December 17 £ 200.20

MRS L WILTSHIRE

Reimburse for Christmas celebration (inc. £4.17VAT)	£24.99
CAMBRIDGESHIRE ACRE	
Renewal of membership 2018	£55.50
LITLINGTON VILLAGE HALL	
Hire of hall from meetings July –December 2017	£110.00
MRS S WALMESLEY	
Clerks Salary & Expenses 1/10/17 -31/12/17	£1054.05
HMRC	
PAYE 1/10/17-31/12/17	£116.40
SLCC	
Contribution towards membership 2018	£ 23.50
INFORMATION COMMISSIONER	
Data protection renewal 2018	£ 35.00
TOTAL	£1719.64

10.2 Mobile Warden Scheme Donation 2017/18

A request had been made for the annual donation of £500. Cllr Sharp advised that the Litlington Townlands Charity had agreed a donation of £300 at their recent meeting. He added that Litlington paid the lowest contribution of all the villages participating in the scheme. After discussion it was agreed that Litlington Parish Council would also donate £300 making a total contribution for 2017/18 of £600.

10.3 Agreement of Precept/Budget 2018/19

Councillors had been asked to look at the draft figures circulated at the December meeting. A discussion took place on whether to increase the precept amount which was £22,000 for the current year. Cllr McCraith reminded Councillors of an issue with the District Council element a few years previously where, after giving a refund for several years, had to increase their precept considerably. He urged a small increase to keep up with inflation.

Councillors discussed the reserves and agreed that they were adequate. It was proposed by Cllr Sharp, seconded by Cllr Barlow, to keep the Precept at £22,000 with a view to increasing it in 2019/20. All Councillors in agreement. The Chairman agreed to let parishioners know why this decision was made through the Parish Post. Clerk to arrange the Precept Demand with South Cambridgeshire District Council.

*-Cllr
Bathmaker
& Clerk*

11. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

11.1 Steeple Morden Road Grips

Cllr Sharp advised that the Grips dug out on Steeple Morden road in March 2016 were full and needed to be dug again. It was agreed that a working party would be formed to carry out this work on the 3rd March. This would be advertised in the village to see if there were any additional volunteers.

11.2 Next Parish Post

It was agreed that the next edition should go out at the beginning of March to accommodate details of the Parish/District Council election timetable and also the date of the 2018 Annual Parish Meeting.

12. DATE OF NEXT PARISH COUNCIL MEETING– 13th February 2018

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

Chairman

Date