

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 12TH JANUARY 2016**

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

District Cllr Cathcart, District Cllr McCraith
Members of the Public -8

7.15 pm PARISH COUNCIL PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Sharp and County Cllr Dent.

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

There were no declarations made.

03. OPEN FORUM

3.1 Green Space in centre of village

Parishioners who had property around the space had received a letter from the Executor of the Estate advising that the area was to be fenced to mark out the boundary. Parishioners were concerned over future development and asked Councillors for their policy regarding this.

Cllr Pipe advised that the area, along with the space between Church Street and Meeting Lane, was protected village amenity areas where it would be hard to develop if a current South Cambridgeshire District Council Local Plan was in place. He added that a lot of work would be needed before a planning applications could be submitted and explained the planning process.

The Chairman reported that he had discussed the area with a District Council Planning Officer who confirmed that South Cambridgeshire District Council was against any development in this area. Councillors were asked the definition of amenity land and questioned the proposed fencing. This would be investigated.

04. HIGHFIELD FARM –SUGGESTIONS FOR COMMUNITY PROJECTS

4.1 Replacement play area fence

4.2 Installation of facilities at St Catherines Church

The above were two known projects for the village. It was acknowledged that there would be other groups with projects in mind. Cllr Pledger referred to the Parish Plan and suggested putting together a list of the top priorities the village would like to see. These could then be put out for residents to comment on with the Church and fence proposals. This was agreed. Cllr Pledger to advise.

*-Cllr
Pledger*

05. SCDC –LOCAL DEVELOPMENT PLAN PROPOSED MODIFICATIONS

The consultation currently underway was to finalise the Local Development Plan which would be in force until 2030 mentioned in the discussion under Item 3.1. Cllr Pipe confirmed that the revision was no different for Litlington than the original submission. He asked the District Councillors if the Parish Council should submit a letter of support for the limited modifications. They thought this would be a good idea. Clerk to arrange.

-Clerk

06. OTHER

There were no other issues raised.

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Sharp 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

3.1 Motorbikes at the Clunch Pit

Councillors were made aware that at least two residents were keeping records of the incidents with motorbikes. The police had attended a 999 call on one occasion and had spoken to the motorcyclists, who had found details of the site on a website, taking their details. It was noted that there were further motorbikes over the weekend. The police had requested records and suggested that other residents be asked to monitor the incidents as well.

The Chairman read a report from Cllr Jones who had spoken to the South Cambridgeshire District Council ASB officer, Emma Knight. Ms Knight had confirmed that she had made contact with colleagues from other agencies to get discussions underway again and find a strategy to deal with the problem. When this was looked at previously the officers were not convinced that noise legislation was the best option. Ms Knight advised that this would be discussed at their next locality meeting on the 21st January following which she should be in a position to feed back the thoughts on which agencies were best place to tackle the issue. In the meantime it was suggested that a log be compiled as to what was occurring, and when, which would help with evidence gathering.

A discussion then took place on how the bikes accessed the clunch pit. Another resident advised that she had spoken to the County Council Rights Of Way Officer, Peter Gaskin, who had offered to help with the supply of banners and notices.

Mr Parker, the owner of the land surrounding the pit, was in attendance. He stated that he could arrange for the pit to be fenced off but it was not thought to be the best option. He confirmed that the motorbike riders used his land illegally adding that he had never given permission for any motorbike access on his footpaths or permissive path. It was acknowledged that Ashwell Stret could be used by legal motorbike riders. Most of these riders were very courteous.

After further discussion it was agreed that the residents would liaise with each other over their records and forward their logs to the Clerk who would arrange to send to the ASB officer.

The Clerk would also contact Mr Gaskin regarding improved signage.

-Clerk

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Meeting dated 8th December 2015

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

05. MATTERS ARISING

5.1 Highway Issues

5.1.1 Update on Application for MHI initiative 2016/17

Cllr Pipe offered to attend the County Panel meeting to support the application. He would advise the Clerk of his availability so that she could book a time.

-Cllr Pipe

5.1.2 Speedwatch signs and Equipment

The Chairman reported that another two surveys needed to be carried out which would be arranged. He would be interested to see if the recently installed speed cushions on Bassingbourn Road had made a difference.

5.2 Installation of wooden posts by contractor

Stewart Bullard had quoted £200 to install the wooden posts on the green which was the budgeted amount. The installation of the litter bins was quoted as £180 for each bin with the contractor supplying the fittings. This had been agreed and the contractor asked to proceed.

5.3 Update on Parish Plan

Cllr Jones had advised that he had finished his redrafting and would now arrange a meeting with the Working Group.

5.4 New Website Update

The Chairman was making further enquiries about a new website as the parishioner discussed at the

*-Cllr
Bathmaker*

last meeting was no longer interested.

5.5 Celebration of 90th Birthday of HM the Queen

Cllr Williams agreed to report back to the Parish Council on the Village Fayre Committee's plans for 2016 following their meeting.

-Cllr Williams

5.6 South Street Uneven Footpath

This had been repaired.

5.7 Assets of Community Value

The Clerk reported that additional information on activities at The Crown had been requested by South Cambridgeshire District Council before they agreed to include on their list of Assets of Community Value.

06. CORRESPONDENCE

6.1 Residents concerns over communication with South Cambridgeshire District Council

The Parish Council had received a communication from a resident which had been circulated to Councillors. It referred to unsuitable tenants in a District Council property. Councillors were made aware that the house had to be renovated on two separate occasions following their tenant's departure.

The District Council Housing Services Manager, Andrew Cole, had advised the residents that there was no control over who was housed in the properties as long as the proposed tenants were eligible and had no disqualifying factors. Applicants through the Choice Based Letting Scheme were graded in order of priority.

Councillors were aware that this issue had been raised a number of times before. Cllr Cathcart stated that unless there was a change in Government policy not a lot could be done. If there was an issue with individual behaviour of a tenant, or problems, these should be addressed to the Housing Officer and police if relevant. Cllr Pledger suggested that an item in the Parish Post could emphasise this. The Chairman agreed to arrange.

-Cllr
Bathmaker

6.2 Bassingbourn Village College –Parent Governor Request to attend meetings and provide updates

Steve Morris, a Parent Governor, stated in his communication that the Village College would like to have better links with the local community and one of the ideas to progress this would be for him to regularly attend Parish Council meetings. The Chairman advised that Mr Morris had been invited to the February meeting. Cllr Pledger referred to the lack of evening classes for the community at the Village College in recent years and the reduction in use of the sports centre. She suggested that Mr Morris be asked about this. The Chairman agreed to put this question to Mr Morris ahead of the Parish Council meeting so that he was prepared.

-Cllr
Bathmaker

07. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 County Council

Cllr Dent was not in attendance.

7.2 District Council

The District Councillors referred to the current Boundary Commission review with the proposed radical reshaping of Councillor numbers. Proposals for wards had been discussed at a District Council meeting where it was suggested that Litlington would join with Bassingbourn and be represented by one Parish Councillor. The Clerk advised that the consultation which went on until the beginning of February 2016 did not give any indication of the proposals it only asked for suggestions.

A discussion took place on whether the village should be in the same ward as Bassingbourn or other local villages. It was recognised that there was a lot in common with Bassingbourn and so this would be a sensible option. It was hoped that once the proposals had been firmed up a further consultation would take place as the new wards would not be implemented until 2018.

Cllr McCraith stated that none of the District Councillors of South Cambridgeshire wanted this to happen. It was an action that the Boundary Commission had asked for. He added that in addition to the consultation within South Cambridgeshire comments could still be made to the Local Government Commission.

08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS

There was no further update.

09. PLAY AREA /RECREATION GROUND/CENTRE9.1 Play Area9.1.1 Play Area Weekly Inspection Update

This was satisfactory. Cllr Williams expressed her concern over the length of the grass and the condition of the football pitches. Cllr Wiltshire advised that the Football Club had decided to rotate the pitches which were both being used by home teams and teams on a one off basis. The club was aware of the grasscutting.

9.1.2 Play Area Fence

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

9.2 Recreation Centre9.2.1 Infra Red Heating –Update on Progress

The heaters had been installed. Cllr Wiltshire advised that she was receiving positive feedback from the Recreation Centre users.

9.2.2 Purchase of Tables and Chairs

The tables and chairs had been received. 2 tables and 20 chairs were also ordered with the Recreation Centre order at the request of the Village Hall Committee. The Clerk would invoice the Village Hall Committee. -Clerk

10. CLUNCH PIT ACTIVITY

This was discussed under Item 3.1.

11. FINANCES11.1 Payment of Accounts

Invoices were awaited for the village Christmas tree and lights which would be provided for payment at the next meeting.

The Chairman advised that he had been promised a donation towards bigger, brighter lights for the next tree. Councillors felt that the general feeling of the village was that they were pleased to see the tree. It was suggested that for 2016 the Pre-School children should be asked to become involved with decorations. The Clerk would arrange for Christmas 2016 to be an agenda item in September.

K BAKER

Recreation Centre cleaning December 2015	£75.00
CAMBRIDGESHIRE ACRE	
Membership 2016 (inc. £9.00VAT)	£ 54.00
MRS G BILES	
Litter picking October –December 2015	£182.00
LITLINGTON AND THE MORDENS MOBILE WARDEN SCHEME	
Donation 2015/16	£500.00
SUMMERS ELECTRICAL & PARTNERS LTD	
Installation of heaters at Recreation Centre (inc. £525.00VAT)	£3150.00
MRS S WALMESLEY	
Clerks Salary & Expenses 1/10/15 -31/12/15	£950.41
HMRC	
PAYE 1/10/15-31/12/15	£133.00
LITLINGTON VILLAGE HALL	
Hall hire for meetings July –December 2015	£ 97.00
INFORMATION COMMISSIONER	
Renewal of Data Protection Registration	£ 35.00
LITLINGTON CONGREGATIONAL CHAPEL	
Hire of school room for meetings November and December 2015	£ 45.00
F PARR LTD	
Tables and chairs for Recreation Centre (inc. £282.00 VAT)	£1692.00
TOTAL	£ 6913.41

Agreed. PROPOSED Cllr Wiltshire SECONDED Cllr Williams

11.2 Employee Review

The review had taken place prior to the meeting.

11.2.1 Litter Picker Review

An increase of 50p per hour, to £7.50 per hour from the 1st April 2016. A further increase was agreed from 1st April 2017 to £7.70per hour. The Clerk to advise Mrs Biles.

11.2.2 Clerk Review

The last SCP increase for the Clerk had been in 2009. Councillors agreed that an increase from SCP25 to SCP27 to be implemented from 1st April 2016.

11.3 Request for increase to Mobile Warden Scheme Donation

The Treasurer of the Scheme, Geoff Harper, had advised the Parish Council of contributions made to the scheme in 2014/15, where Guilden Morden contributed £1,000, Steeple Morden £1,089 and Litlington £500. He advised that despite these contributions, and the grant from South Cambridgeshire District Council, there was still a deficit for the year. He asked Litlington Parish Council to consider an increase to bring their contribution in line with the other villages.

Councillors were made aware that the Litlington Townlands Charity had contributed £200 to the Scheme as part of their 2015 distribution. They were also told that Steeple Morden Townlands Charity, who had more funds than Litlington, contributed the whole village contribution. A discussion took place on the criteria for the Townlands donations.

After further discussion it was agreed to make a contribution of £500 for the current financial year 2015/16, which would make a total of £700 from the village, and the budget for 2016/17 would include a revised figure.

11.4 Budget/Precept 2016/17

As advised at the last meeting a draft paper had been circulated to Councillors. The budget was discussed with increases to the S137 allocation, to take into account the Mobile Warden increased donation, and in the recreation ground budget. It was noted that there were reserves for parish projects and some Section 106 money.

After further discussion it was proposed by Cllr Williams, seconded by Cllr Wiltshire, to increase the precept amount for 2016/17 by £1500 to £22,000. All Councillors in agreement.

The Clerk to make the demand from South Cambridgeshire District Council.

-Clerk

12. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

12.1 Parish Post

Cllr McClelland reminded Councillors that another edition needed to be prepared. She would liaise with the previous Editor, Nick Goldman, on timescales. Items for inclusion were requested.

*-Cllr
McClelland*

12.2 Overgrown shrubbery on verge

Cllr Williams stated that the shrubbery on the corner of Malting Lane and South Street was still causing a problem for vehicles. Cllr Pipe confirmed that he had cut back the branches around the 'No Entry' sign. As the shrubbery was on a County verge the Clerk was asked to report on the County Council website and request that they cut the trees back.

-Clerk

13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 9th February 2016

There was no further business. The Chairman closed the meeting at 9.07pm

Chairman

Date