

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN  
LITLINGTON VILLAGE HALL ON TUESDAY 9<sup>TH</sup> FEBRUARY 2016**

PRESENT: Cllr Bathmaker (Chairman), Cllr Baker, Cllr Wiltshire, Cllr Pledger, Cllr Williams, Cllr Pipe, Cllr McClelland, Cllr Sharp  
District Cllr Cathcart, District Cllr McCraith  
Members of the Public -6

**7.15 pm PARISH COUNCIL PLANNING MEETING**

**01. APOLOGIES FOR ABSENCE**

Cllr Jones, 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**

There were no planning issues raised.

**04. HIGHFIELD FARM –SUGGESTIONS FOR COMMUNITY PROJECTS**

4.1.1 Replacement play area fence

4.1.2 Installation of facilities at St Catherines Church

4.1.3 Parish Plan identified projects

Cllr Pledger had advised that speed reduction, landscaping with more flowers and trees had been in the top two responses to improve the village. There were also a lot of comments stating that the village should be kept as it was.

4.1.4 Village Hall Kitchen Refurbishment

Cllr Williams asked that consideration be given towards this project.

The Chairman would see if he could find out how much money was involved for the next meeting so that Councillors could decide which project to put forward.

*-Cllr  
Bathmaker*

**05. TO CONSIDER PLANNING APPLICATION**

5.1 S/0066/16/FL

82 Church Street –Undercroft in-fill and rear single storey extension

(Mrs H Dunlop)

***-Recommendation Approval***

**05. SCDC –PROPOSED DELEGATION OF PLANNING DECISIONS IN SOUTH CAMBRIDGESHIRE**

Details of the proposals had been circulated to Councillors.

The Chairman explained the history of this change confirming that the Parish Council would be able to ask for a planning application to go to committee. Cllr Pipe added that the Parish Council needed to remember this as there might be some planning applications whereby a better result could be forthcoming from the Planning Committee. Each application would need to be considered on its merit.

**06. OTHER**

There were no other issues raised.

## 7.30 pm PARISH COUNCIL MEETING

### 01. APOLOGIES FOR ABSENCE

Cllr Jones 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 Bassingbourn Village College (Mr Steve Morris –School Governor)

The Chairman introduced Mr Morris and invited him to address the meeting.

Mr Morris reported that, based on the exam results of 2015, the Village College was now in the top 10% in the country. This was a really amazing achievement and Village College Governors were keen to feed back what was happening to the community. He outlined activities that had taken place amongst students over the recent months.

Mr Morris was then asked about the Sports Centre which he confirmed was run as part of the Village College. It could be rented by individuals or clubs and gave an example of fitness classes.

Details of hire costs were on the Village College website.

Cllr Pledger asked why there was a lack of adult education classes as there was a demand. Mr Morris stated the College was for children and not an adult education establishment. He agreed to raise this question with the Governing Body.

The Chairman asked how the College promoted safety when cycling/walking from Litlington. The college uniform was predominately black. Mr Morris stated that the line of the College was that high visibility clothing should be worn with cycle helmets if appropriate but he was aware not all youngsters did this.

Cllr Pledger then asked if any approach had been made by the Village College to try and reduce the speed limit on the road between Bassingbourn and Litlington. Mr Morris was unaware of any. A discussion took place on the traffic speeds and experience for pedestrians. It was suggested that support could be requested from Bassingbourn-cum-Kneesworth Parish Council and the Village College, for a speed reduction, and agreed this would be an agenda item to follow up at the next Parish Council meeting.

Mr Morris concluded his report by advising that the College was looking for internships for the students to get an idea of the working environment. It was difficult to find placements. Councillors were invited to contact the College if they had any ideas. The Chairman advised that an appeal to local businesses could be included in the Parish Post.

Cllr McCraith stated that the Village College deserved congratulations on their achievements. There had been a big turnaround. He also congratulated the Village College Governors for better communication with the local villages.

The Chairman thanked Mr Morris for attending the meeting.

#### 3.2 Refurbishment of the Recreation Centre

Heather Williams reported that the Improvement Committee had just concluded their investigation and produced a final report at their meeting the previous week. A copy was handed to the Chairman. She advised of the four options with the preferred option being a small extension to accommodate changing facilities. She had included a letter of support from the Football Club, who had recently been promoted in their league, which had resulted in more requirements. The Club had confirmed that it would be willing to apply for grants if given the Parish Council support to proceed. Mrs Williams added that the Recreation Centre Management Committee was working to increase its revenue.

*-Clerk & Cllrs*

The final report would be copied and circulated to Councillors by the Clerk so that they had the chance to study the detail before the next meeting where a decision, on whether to support the proposal for a small extension in principle, would be made.

#### 3.3 Parking on Bassingbourn Road

Parking of vehicles on double yellow lines by the side of the speed cushions were reported. Councillors agreed that this was dangerous and recognised that it was a police matter. The Clerk would report to the PCSO.

*-Clerk*

#### 3.4 Erosion of Grass Verge on Brook Road

The grass bank by Brook Farm was causing concern. The Chairman advised that this had been brought to the attention of County Highways in the past and there were some cones placed on the verge at one point. The Clerk to report again.

*-Clerk*

**04. MINUTES OF PREVIOUS MEETING**4.1 Minutes of the Parish Council Meeting dated 12<sup>th</sup> January 2016

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

**05. MATTERS ARISING**5.1 Highway Issues5.1.1 Update on Application for MHI initiative 2016/17

Cllr Pipe reported that he had attended the CCC Panel meeting to support the application. The successful applicants should be known at the beginning of March 2016.

5.1.2 Speedwatch signs and Equipment

The Chairman advised that a further speed check was planned at the end of the week. One further check would then be needed before the police considered the request for Speedwatch signage in the village. He added that some of the equipment used had been updated. He was also aware that Steeple Morden had now put a team together.

5.1.3 Overgrown shrubbery on Malting Lane

The Highway Officer had visited the site and advised that the shrubbery came from the neighbouring property. The Clerk had since reiterated that the shrubbery was outside their boundary wall and growing from the grass verge. She was awaiting a response.

5.2 Installation of wooden posts by contractor

The posts and litter bins had now been installed.

5.3 Update on Parish Plan

A meeting was to be arranged of the working group, to follow up the results, and to decide how to move forward to the next stage of producing a plan.

5.4 New Website Update

The Chairman had sought quotes from website companies and narrowed the contractors down to two local companies. They both quoted for a refreshed website which would accommodate all necessary information. This would be updated by the Clerk. The website would be hosted by the designer but owned by the Parish Council. He advised that the only difference was that one of the companies would be able to provide a link to social media which would be very useful. Cllr Pipe suggested that the Parish Council should go with the best option they could as technology quickly became out of date. Cllr McClelland asked if the website would be able to be used to produce documents. The Chairman would check. The Chairman then proposed that Webcentric Design Ltd be awarded the contract at a cost of £800 plus VAT. This was seconded by Cllr Pipe, with all Councillors in agreement. The Chairman would ask Webcentric Design Ltd to proceed with the requirements.

-Cllr  
Bathmaker

5.5 Celebration of 90<sup>th</sup> Birthday of HM the Queen

The Village Fayre committee had confirmed that they would not be moving their date, which this year would be held on Saturday 9<sup>th</sup> July, as this was a regular weekend which fitted in with other local fetes. They would arrange some themed event to celebrate the birthday.

Cllr Sharp suggested that the Over 60s Club may want to arrange something around the time of the official birthday.

5.6 Parish Post

Cllr McClelland asked for copy to be with her by the 20<sup>th</sup> February 2016 with the aim of getting the Post printed ready to go out with the Church magazine by the 28<sup>th</sup> of the month. The Chairman would prepare his item and Cllr Sharp agreed to forward some information on the Mobile Warden Scheme.

**06. CORRESPONDENCE**6.1 Parking on Church Street opposite Manor Farm Gate

The owners of Manor Farm were having a problem getting animals in and out of their field as cars were parked on the opposite side of the road to the field entrance which caused difficulties for a trailer to turn in. Councillors were asked if they knew who the vehicles belonged to.

Councillors agreed that the cars were not parking illegally and if permanently moved on would cause a problem elsewhere in the village. It was suggested that when access was needed for the farm the field owner contact the car owners and ask that they avoid parking there for the duration of the visit. The Clerk would reply to the correspondence, give the details of the suspected vehicle owners, and make this suggestion.

-Clerk

6.2 Bassingbourn Road Overgrown Hedge

Cllr Pledger reported that overgrown hedge by South Farm. The Chairman agreed to speak to the

-Cllr  
Bathmaker

owner and ask for the hedge to be cut back.

## **07. COUNTY AND DISTRICT COUNCILLOR REPORTS**

### 7.1 County Council

Cllr Dent had circulated a report.

### 7.2 District Council

District Cllr McCraith advised Councillors of the District Council recommendations to the Boundary Commission for changes to Wards in 2018. The recommendation included Litlington with Bassingbourn. The Clerk advised that Councillors had just received an update from the Boundary Commission on their proposals for Cambridgeshire County Council after taking all comments into consideration. Litlington were shown to be included in a much larger Ward with Gamlingay. It was believed that there was to be further consultation on these proposals starting in May 2016.

Cllr McCraith then advised that as South Cambridgeshire District Council did not feel that there was enough benefit for their residents from the City Deal they had appointed a Portfolio holder to compile priorities.

Cllr Cathcart concluded that the District Council were still on course for re-submitting the Local Development Plan. This would be discussed at the District Council meeting at the end of the month.

## **08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS**

An update was given on the Recreation Centre refurbishment project under Open Forum Item 3.2.1.

## **09. PLAY AREA /RECREATION GROUND/CENTRE**

### 9.1 Play Area

#### 9.1.1 Play Area Weekly Inspection Update

This was satisfactory.

#### 9.1.2 Play Area Fence

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

### 9.2 Recreation Centre

#### 9.2 Changing Room Heating

A letter had been received from the Football Club Secretary, Toni McCombie-Parfitt, advising that the heating in the changing rooms was not in proper working order and hadn't been for some time. The club were aware of the proposals to try and refurbish the changing rooms and suggested that some temporary heaters be installed in the meantime.

Cllr Williams advised that the storage heaters in both the changing rooms still worked if they were switched on the night before they were required. Cllr Williams added that this problem was brought to the attention of the Recreation Centre Management Committee, at their recent meeting, where it had been advised that there were two fan heaters also installed. It had been agreed that these heaters be checked and if they needed updating this would be a cheaper option than using the storage heaters. The Clerk would reply to the letter.

*-Clerk*

## **10. CLUNCH PIT ACTIVITY**

The Chairman advised that there had been a lot of correspondence circulated over the last month. Phoning the police had seemed to have had an effect in the short term. Conversations with the Environmental Health Officer reiterated the need for monitoring and reporting to the police on 101. The next step was to get a meeting together with all parties to agree how to move forward.

The Clerk advised that she had spoken with the County Rights Of Way officer who confirmed that they had no power to control motor bikes or any unsocial behaviour which may arise. They also did not have a legal duty to supply signage. Mr Gaskin suggested that if the Parish Council wanted to produce a polite notice to display in the area, advising motor cyclists that their anti-social behaviour was being monitored, he would have no objection. It was agreed that the Clerk would circulate some wording with the view to notices being erected. The Clerk added that a 'No Motorbike' sign purchased recently by the Parish Council for Byway 11 had disappeared.

*-Clerk*

## **11. FINANCES**

### 11.1 Payment of Accounts

It was noted that invoices were still awaited for the village Christmas tree and lights which would be provided for payment at the next meeting.

K BAKER

Recreation Centre cleaning January 2016	£125.00
BASSINGBOURN PARISH COUNCIL	
Contribution to stationery	£ 22.83
G D BRADSHAW	
Rec Centre electrical work (inc.£12.00VAT)	£ 72.00
E-ON	
Recreation Centre electricity (inc. £8.97VAT)	£188.31
STEWART BULLARD & SON LTD	
Installation of posts and litter bins (inc. £64.00 VAT)	£384.00
TOTAL	£ 792.14
Agreed. PROPOSED Cllr Wiltshire SECONDED Cllr Williams	

**12. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION**

12.1 Christmas Tree

The Chairman reported that, with the help of Cllr Sharp, the Christmas tree had now been removed from the village green. As advised at the last meeting there had been a donation received towards the purchase of brighter lights. It was noted that one of the reasons the lights on the tree this time were dim was because the solar recharging panel had been blown around with the high winds. Cllr Sharp suggested that instead of purchasing a Christmas tree in future the existing trees on the green could be decorated. Plans for Christmas 2016 would be discussed in the Autumn.

12.2 Malting Lane –Electricity Extension Lead

Cllr Wiltshire advised that one of the cottages on Malting Lane had an extension lead from the cottage, lying along the ground past neighbouring cottages, leading to the garages behind. She was concerned that this could be dangerous. It was agreed that the Clerk would seek the advice of the PCSO in the first instance. *-Clerk*

**13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 8<sup>th</sup> March 2016**

There was no further business. The Chairman closed the meeting at 8.45pm

Chairman

Date