

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 10th APRIL 2018**

PRESENT: Cllr Bathmaker (Chairman), Cllr Pipe, Cllr Williams, Cllr Barlow, Cllr Sharp, Cllr Wiltshire, Cllr Pledger, District Cllr McCraith, County Cllr Kindersley
Members of the Public 2

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr McClelland, Cllr Jones, District Cllr Cathcart

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 nothing to report.

3.2 Traffic Problems

3.3 Bassingbourn Road Parking Update

Cambridgeshire County Council Highways Department had stated that the proposal was unacceptable to the Local Highway Authority as the minimum length of a car parking bay was 4.8metres which none of the proposed dimensioned bays could achieve. The District Council officer, Liam Flatters, was going to meet with residents to measure the gardens and confirm that the architect had the correct dimensions. If more space was available than thought then the area could be redesigned.

Cllr Sharp stated that the commercial vehicles parked on Bassingbourn Road added to the pressure. As the road was classed as a public highway, and not a private estate, there was nothing that could be done to prevent these vehicles parking.

3.4 Other issues

There were no other issues raised.

04. COUNTY AND DISTRICT COUNCILLOR REPORTS

4.1 County Council

Cllr Kindersley had circulated his monthly report. He thanked Councillors for the feedback.

He expressed his concern over the Home Secretary announcement that the running of the Cambridgeshire and Peterborough Fire and Rescue Service was to be taken over by the Police and Crime Commissioner.

The Police and Crime Commissioner was also to decommission all the rural police stations. Warranted Officers would now only be based in the four major stations at Parkside, Huntingdon, Peterborough and Ely. The station at Cambourne would only have PCSOs.

Cllr Kindersley then reported on the Ely southern bypass which was already £13million over budget. He added that at the planning stage a lot of corners were cut.

A meeting had been held on the 9th April 2018 with Hertfordshire County Council to consider improvements to the A505 which was a local concern that Cllr Kindersley had said in his manifesto for the last County Council elections he would pursue. The County Council officers had assessed the road and considered a series of options.

There was a proposal to close all the right turns onto the road with the intention to build a U turn facility at Kings Rise and a roundabout at Slip End as Hertfordshire County Council held land around this junction. The Hertfordshire County Councillor, Steve Jarvis, did not agree that Slip End was the best place for a roundabout, as there would be visibility issues. The Odsey junction would be preferable. Cllr Kindersley was making some enquiries about the land ownership around the junction. Officers were investigating the options and would be presenting a scheme for consultation. Once there was a final scheme there would be a much wider consultation.

The Chairman and Cllr Pipe reminded the meeting that they had looked at the junction with Steeple Morden and Ashwell Parish Councillors in the past without success. Cllr Barlow

expressed some concern over the knock on effect this may have on the villages. Cllr Kindersley replied that there was still a lot of work to be done.

The Chairman asked for an update on potholes as an attempt was being made to fill some although not properly. Cllr Kindersley advised that to repair them properly warmer/drier weather was needed.

4.2 District Council

Cllr McCraith reported that there were to be two Planning Committee meetings during April to try and clear some of the backlog of applications.

The Chairman referred to the discussion at the last meeting relating to the proposed new building at New Cambridge House. Cllr Cathcart had sent a letter of concern to the Planning Officer, John Koch, which had been copied to the Clerk and Chairman. There had been no further update. Cllr McCraith was asked to follow this up with Mr Koch.

Cllr Sharp referred to the upcoming District Council election where the two existing Councillors, plus one other, would be canvassing for the one position. He asked whether it would be possible to share the post. Cllr McCraith confirmed that this was not possible addition that he had become good friends with Cllr Cathcart and they worked well together. They had been forced into this situation by the Boundary Commission Review.

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

--Cllr
McCraith

05. MINUTES OF PREVIOUS MEETING 13th March 2018

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

This was in hand.

6.2 Update on Clunch Pit Activity and TRO

Cllr Barlow reported that the draft text had been collated and copy edited.

6.3 Update on Defibrillator Purchase

Two further quotations for installation had been requested.

6.4 Traffic Issues

6.4.1 One Way System Traffic Survey

A meeting had been arranged with the Local Projects Highway Engineer for the 20th April 2018.

6.4.2 Bassingbourn Road –evidence for LHI 2019/20

Discussion on this would be included during the visit by the Highway Engineer.

07. CORRESPONDENCE

7.1 Parish Post Complaint

A complaint had been received about the latest Chairman's report. The Chairman confirmed that he had spoken to the person concerned and would apologise for the misunderstanding in writing. It was suggested that a formal apology also be included in the next edition of the Post.

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

8.2 Recreation Centre Operational Issues

There was no update available. Cllr Williams expressed her concern over the amount of mud left outside the door to the Centre. This was from the muddy football boots. Cllr Wiltshire confirmed that the Management Committee would arrange for a sign to be displayed outside.

8.3 Recreation Ground

8.3.1 Proposal to cut back Recreation Ground/South Street hedge

The South Cambridgeshire District Council Trees and Landscapes Officer, Miriam Hill, had confirmed that providing the hedge was not removed, nor in essence killed off through repeatedly removing new growth, then she did not need to be informed. South Cambridgeshire District Council would not need to be advised if a 10ft stretch was cut in the hedgerow.

The Chairman stated that this would be discussed further with parishioners at the Annual Parish Meeting.

8.3.2 Proposal for a Tennis Court

Cllr Pledger was awaiting quotations.

09. REQUESTS FOR STREET FURNITURE

9.1 Direction Sign for Village Hall and Recreation Centre

The order of the two signs was in hand. The Highway Engineer wanted to discuss this further at the site meeting.

9.2 Visibility Mirror

The order had been placed by the Clerk.

10. PLANNING

10.1 Planning Ref S/ 2989/17/FL The Lilacs

It was noted that the planning application for the demolition of a bungalow, and erection of two houses, was approved by South Cambridgeshire District Council. The recommendation made by the Parish Council to have one house and one bungalow was rejected.

11. GENERAL DATA PROTECTION REGISTRATION –Feedback from CAPALC Workshop

The Clerk had attended the workshop in March and was considering how to progress the requirements which were to become legislation on the 25th May 2018.

Since the workshops CAPALC had advised that that it intended to provide Data Protection Officer (DPO) cover to all Cambridgeshire and Peterborough Association of Local Council Members. There would be an annual cost which would include a triage of arrangements based on telephone support for member councils to help them through the initial paperwork in line with the NALC GDPR Toolkit. If a breach was suspected a referral would be available for the council to negotiate further professional support.

The Workshop Toolkit for Local Councils was handed to the Chairman to study.

12. VILLAGE WEBSITE –HOSTING AND DOMAIN REGISTRATION

A number of queries, issues and clarifications on the website had been raised for the Developer to answer. The Clerk stated that in addition to this the website appeared to have vanished from the search engines. The Chairman confirmed that he was currently trying to get in contact with the Developer to find out the position.

-Cllr
Bathmaker

13. FINANCES

13.1 Payment of Accounts

K BAKER

Recreation Centre cleaning March 2018 £100.00

BASSINGBOURN PARISH COUNCIL

Contribution towards stationery £30.75

Rec Centre cleaning mop heads £ 7.98 £38.73

CAPALC

GDPR Workshop 16/3/18 £35.00

MRS S WALMESLEY

Clerks Expenses 1/1/18 -31/3/18 & visibility mirror purchase (inc. £5.99VAT) £69.36

TOTAL £243.09

13.2 Appointment of Internal Auditor 2017/18

It was agreed that LGS Services be appointed as in previous years.

14. ANNUAL PARISH MEETING 8TH MAY 2018

The invitations for the Annual Parish Meeting had been sent out to village groups and organisations. The Chairman reminded Councillors of the busy 2017 meetings adding that this year it should be quieter as there were fewer contentious issues to discuss.

The agenda was discussed. Cllr Pledger suggested, in relation to the Parish Plan item, there be a Question and Answer display showing what actions the Parish Council had taken in response made to requests from parishioners in the questionnaire. It was agreed that the Parish Plan working group progress this. The Chairman to arrange a meeting.

-Cllr
Bathmaker

15. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

15.1 LHI Successful Bid 2018/19

Cllr Barlow asked if there had been any further news on when the equipment was to be made

-Clerk

available. The Clerk to check with the Local Projects officer at the site meeting on the 20th April.

15.2 The Grove Building Works

Cllr Williams expressed concern over the muddy verge outside the Cemetery. Reflector posts had also been knocked down. Cllr Barlow reiterated detail about the conversation he had with the Local Highway Officer, Simeon Carroll, and the Planners who did not take strong enough action to enforce the making good of the verge and road before the developers left. It was acknowledged that the current weather was particularly wet and because the road was narrow vehicles had to drive over the verge. Buses also did this. Cllr Sharp suggested the installation of kerbing. Wooden bollards were also suggested. It was agreed that the opinion of the Local Projects Officer be sought at the site meeting.

15.3 Whitehorn Wood

Cllr Williams reported that the path through the wood was very muddy. The fence had also been damaged which enabled motorbikes and horses to ride through. It was stated that the wood belonged to the Woodland Trust. It was agreed that the Clerk write to the Woodland Trust and ask that they erect a gate to prevent unauthorised traffic. The Clerk to advise that the Parish Council would arrange installation if the Woodland Trust paid for the gate. -Clerk

15.4 Parish Council Elections

Six people, all existing Parish Councillors, had submitted their nomination forms to the District Council by the deadline. This now meant that from the 7th May, four days following the poll, there would be three vacancies to fill by co-option. A discussion took place on how this should be done. The Chairman stated that he felt it was important to get the Councillors in place as soon as possible and therefore co-opt at the AGM on the 8th May 2018. It was agreed that the vacancies would be advertised on the notice boards, website and the facebook page, with a request for interested parishioners to submit some details about themselves so that these could be circulated to elected Councillors before the meeting. -Clerk

16. DATE OF NEXT PARISH COUNCIL MEETING AGM– 8th May 2018

There was no further business. The Chairman closed the meeting at 8.40 pm

Chairman

Date