

**MINUTES OF THE PLANNING/ANNUAL GENERAL MEETING OF LITLINGTON PARISH COUNCIL  
HELD IN LITLINGTON VILLAGE HALL  
ON TUESDAY 9<sup>TH</sup> MAY 2017**

PRESENT: Cllr Bathmaker (JB)(Chairman), Cllr Jones(NJ), Cllr Pledger(SP), Cllr Sharp(DS), Cllr Pipe(AP), Cllr McClelland(RM), Cllr Wiltshire (LW)  
District Cllr McCraith, District Cllr Cathcart, County Cllr Kindersley  
Members of the Public: 1

**7.10 pm PARISH COUNCIL PLANNING MEETING**

**01. APOLOGIES FOR ABSENCE**

Cllr Williams, Cllr Barlow

**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. TO CONSIDER PLANNING/TREE APPLICATIONS**

4.1 Planning Ref S/1445/17/FL

11 Cockhall Close –Garage Extension

(I King)

**–Recommendation Support**

**05. OTHER PLANNING ISSUES**

There were no issues raised.

**7.15 pm PARISH COUNCIL MEETING**

**01. ELECTION OF CHAIRMAN**

Cllr Bathmaker opened the meeting and asked for nominations for Chairman. Cllr Jones proposed Cllr Bathmaker which was seconded by Cllr Pledger. There were no other nominations. Cllr Bathmaker agreed to remain as Chairman.

**02. ELECTION OF VICE-CHAIRMAN**

The Chairman then asked for nominations for Vice-Chairman. Cllr Jones proposed Cllr Wiltshire which was seconded by Cllr Pledger. There were no other nominations. Cllr Wiltshire agreed to continue as Vice-Chairman.

**03. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Williams and Cllr Barlow

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

There were no declarations declared.

**05. OPEN FORUM**

There were no issues raised.

**06. MINUTES OF PREVIOUS MEETING**

6.1 Minutes of the Parish Council Meeting dated 11<sup>th</sup> April 2017

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

**07. MATTERS ARISING FOR URGENT ATTENTION**

There were no urgent matters to discuss.

**08. CORRESPONDENCE**

Correspondence received was discussed under agenda items.

**09. ELECTION OF COMMITTEES/WORKING GROUPS**

The following were agreed by Councillors.

GRASSCUTTING/HIGHWAYS –Cllr Pipe

PLAYGROUND EQUIPMENT –Cllr Williams.

POLICE LIASON –Cllr Sharp

RECREATION CENTRE –Cllr Sharp, Cllr Williams & Cllr Wiltshire

CEMETERY –Cllr Sharp

PLANNING –Cllr Pipe

VILLAGE HALL –Cllr Baker

PARISH PATHS –Cllr Geoff Barlow

TREE WARDEN –Cllr Jones

WEBSITE –Clerk

The Clerk advised that she still had not received any information from the website designer about updating the site. She would continue to urge.

PARISH POST LIAISON –Cllr McClelland, Cllr Bathmaker

MOBILE WARDEN –Mrs Brown, Cllr Sharp

PARISH PLAN –Cllr Jones, Cllr Pledger and original working group

COMMUNITY SPEEDWATCH –Cllr Bathmaker

LITLINGTON TOWNLANDS CHARITY –Cllr Sharp, Mr Biles and Mrs Lorraine Baker

**10. REVIEW OF INSURANCE SCHEDULE**

The Clerk had obtained a second quotation which was cheaper than the premium quote from the existing insurer AON. The second quotation had an excess of £250 whilst the AON had £125 excess. The Clerk was waiting to hear from AON if they could match the second quotation.

A discussion took place on the amounts. It was agreed that if the AON revised quote was within £100 of the second quote then the Parish Council would continue with AON.

-Clerk

It was noted that the recently installed bench by the village cage should be included on the schedule and also Asset Register.

**11. PLAY AREA/RECREATION GROUND/CENTRE****11.1 Play area RosPA report 2016/17**

The report had been circulated to all Councillors. Cllr Williams had produced a report on the comments raised. Cllr Pipe agreed also to look and see which tasks could be carried out by a working party. The Clerk was asked to arrange for the area around the 'mound' to be cut.

-Cllr  
Pipe &  
Clerk

**12. FINANCES****12.1 Payment of Accounts**

K BAKER

Recreation Centre cleaning April 2017 £ 75.00

NICK GOLDMAN

Parish Post printing £ 21.00

CAMBRIDGESHIRE COUNTY COUNCIL

Rent for recreation ground land £ 75.00

E-ON

Recreation Centre electricity (inc. £20.15VAT) £423.08

PLAYSAFETY LTD

Play area annual safety inspection (inc. £23.80VAT) £142.80

MRS L WILLIAMS

Recreation Centre cleaning materials £ 14.50

CAPALC

Membership 2017/18 £265.31

CAMBRIDGE WATER

Recreation ground water rate £ 22.00

TOTAL £1038.69

Agreed. PROPOSED Cllr Jones SECONDED Cllr Wiltshire

12.2 Agreement of Annual Return 2016/17

The paperwork was currently with the Internal Auditor. Copies of the Annual Return parts 1 and 2 had been circulated to Councillors prior to the meeting.

12.2.1 Agreement of Governance Statement

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes once the Internal Audit had been completed.

12.2.2. Agreement of Accounting Statement

The statement was agreed as correct and would be signed by the Chairman once the Annual Return was back from the Internal Audit.

**13. ANY OTHER BUSINESS FOR INFORMATION OR URGENT ACTION OF THE CLERK**

13.1 County Cllr Kindersley

The Chairman congratulated Cllr Kindersley on his successful election and welcomed him to the meeting.

13.2 Village Defibrillator

A lot of people in the village had shown support for a village defibrillator. The Parish Council had discussed this before but agreed to donate to the local First Responder scheme instead. Cllr Wiltshire stated that the Recreation Centre was being well used now by sports clubs and felt that it would be beneficial to have a defibrillator nearby. Cllr McClelland suggested match funding by parishioners. It was unclear whether the Community Chest fund would contribute to the purchase and this would be investigated. This would be an agenda item for discussion at the next Parish Council meeting.

*-Clerk*

**14. DATE OF NEXT PARISH COUNCIL MEETING –Tuesday 13<sup>th</sup> June 2017**

The Chairman closed the meeting at 7.45 PM

Chairman

Date