

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN  
LITLINGTON VILLAGE HALL ON TUESDAY 10<sup>TH</sup> MARCH 2015**

PRESENT: Cllr Pipe (Chairman), Cllr Bathmaker, Cllr Williams, Cllr Pledger, Cllr Wiltshire, Cllr Baker, Cllr Jones, Cllr Sharp  
District Cllr Cathcart, District Cllr McCraith  
Members of the Public -4

**7.30 pm PARISH COUNCIL MEETING**

**01. APOLOGIES FOR ABSENCE**

Cllr McClelland, 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 Anvil Avenue Parking

A resident of Anvil Avenue expressed his concern over the vehicles used by parents dropping their children off to catch the school bus. His car had been hit by a vehicle turning. He asked if something could be done to prevent vehicles using the road for this purpose. The Chairman advised that the Parish Council had met with the County Road Safety Officer to look at the school bus stops in the village. It had been concluded that Anvil Avenue was the best place for children from the Royston Road area to pick up the bus. It had been suggested at the time of the meeting that the Primary School be asked to request that parents driving their children to a bus stop go to the village hall where there was plenty of room to park. Cllr Bathmaker stated that he was not aware that this communication had reached the parents and suggested the Clerk contact the school again which was agreed. If this had no effect then further notification would be aimed at parents through the Parish Post. It was then advised that lorries also used the road to turn around when they were not aware of the one way system in the village.

-Clerk

3.2 Recreation Centre

Councillors were advised that a number of residents of the village were concerned over the conditions at the Recreation Centre which they thought was slowly becoming not fit for purpose. Heather Williams advised that she and other people were very keen to fund raise to regenerate the Centre with a possible extension and improve the changing facilities. She had sought advice from various sources and had a lot of support. Mrs Williams had discussed her plans with the Recreation Ground Management Committee at their meeting the previous week and been co-opted onto the committee. She had their support and was aware that other village groups had tried to improve the facility in the past without success so wanted to keep their interest. She wanted to ensure that the Parish Council were aware of the proposals and also seek their support. The Chairman stated that it was wonderful to hear that people were interested in doing this. Cllr Sharp confirmed that previous attempts to upgrade the Centre had been made adding that the original barn was purchased for sports facilities. There had been a question of whether the parish wanted to keep the Village Hall and Recreation Centre and this would again be answered once the results from the Parish Plan were available. Cllr Jones added that this issue was covered in quite a lot of detail in the plan. He was due to meet to discuss the response from the analysis of the questions so would be able to update following that meeting. It was advised that there was a survey carried out a few years previously where it was identified that people would be willing to contribute to the cost of providing updated facilities through their precept. This could then mean that the Parish Council take out a public works loan. Cllr McCraith advised that Mrs Williams had contacted him for advice and he had suggested that she contact other villages where they had invested in upgrading their facilities. He had also expressed interest in the District Council Community Chest fund where grants of up to £1500 could be obtained. Cllr Cathcart added that the District Council also had experience in advising how this could be progressed.

Mrs Williams had arranged for a drawing of a proposed layout with an extension. These were circulated to Councillors. She offered to get plans drawn up with costings. The Parish Council discussed the proposal under Item 8.3 later in the meeting.

3.3 Litter by Level Crossing

There was a build up of litter by the level crossing where vehicles often pulled up off the A505. The litter was mixed. It was suggested that a litter bin be installed there which may help.

**04. MINUTES OF PREVIOUS MEETING**4.1 Minutes of the Parish Council Meeting dated 10<sup>th</sup> February 2015

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

4.2 Minutes of the Parish Council Planning Meeting dated 24<sup>th</sup> February 2015

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

**04. MATTERS ARISING**5.1 Bassingbourn Road Parking

There was no further update. The Clerk was asked to make sure the area was on the County Council list for lining. -Clerk

5.2 Request for a bus shelter on Church Street

A discussion took place on where the shelter could be situated now that Highway advice had stated it could not be near the corner by The Crown. It was suggested that the best location would be outside Meadow View. Cllr Jones agreed to consult with the nearby residents with Cllr Pledger liaising with County Highways. -Cllr Jones,  
Cllr  
Pledger

5.3 Highway Issues5.3.1 South Street/Meeting Lane Junction/Local Highway improvements Initiative 2014/15

The Chairman advised that details of the proposed scheme had been received although costings were still awaited. Residents of Bassingbourn Road had also received a letter asking for their comments. Cllr Sharp, who lived on Bassingbourn Road, expressed his concern over the proposed speed cushions being positioned outside the Home Farm entrance and the difficulty this would cause for turning farm vehicles. He was also concerned about a cushion being put in the lay-by. The Chairman advised that the positioning of a cushion in the lay-by was a requirement of Highways. He would liaise with the officers over the cushions outside the farm entrance and urged Cllr Sharp to respond to his consultation. The Chairman added that he felt County Highways were not very positive about the scheme at the beginning but now they were progressing towards making it happen. -Cllr Pipe

5.3.2 Speedwatch Signs

Cllr Bathmaker advised that the application had been submitted to the County Council with duplicate details.

5.4 Update on Parish Plan

This was progressing. As stated by Cllr Jones under Item 3.1 he would be meeting to discuss the analysis during the next week so should have an update following that meeting.

5.5 McDonalds Litter

The Clerk advised that she had been contacted by telephone about the problem and asked to e-mail a map of where the litter problem was. Unfortunately the reply e-mail address provided was not correct. She was now trying to trace the person she spoke to. -Clerk

5.6 Donation to Pre-School

Cllr Sharp stated that he was disturbed to see how much money was donated to Litlington Pre-School at the last Parish Council meeting when he was absent. He felt that the money should have been given to the Village Hall Committee to offset the hire fees for Pre-School. The Chairman confirmed that Councillors had a lengthy and informed discussion on the donation and came to a unanimous decision.

**06. CORRESPONDENCE**6.1 Cutting Out of Grips

A letter had been received from a resident, although not doubting the effectiveness of the grip work, was appalled at the resultant ruination of the verges. In the past equipment and diggers operated from the road and the diggings were spread sensitively. This time the diggers operated on the verges and made a churned up mess with the diggings dumped in unsightly heaps.

The Chairman advised that he had spoken to the contractors and asked them to make the surface flatter. Cllr Pledger added that the grips were to serve a purpose in managing excess water. The soil could not be taken away as it was too expensive adding that there was not a budget for grip cutting within the County Council and this work was carried out because of the risk of flooding on Church Street. The Chairman suggested that a working party could get together if the feeling was that the verges were too unsightly.

6.2 Village Cage Green

Neighbouring residents of the Cage had again express their concern over parked cars not belonging to them. Councillors acknowledged that the problem had not gone away and it was very difficult for the people living there. On a proposal by Cllr Jones, seconded by Cllr Wiltshire, it was agreed that five -Clerk

wooden posts should be erected on the green to prevent the parking. The Clerk was asked to follow up with County Highways and advise the residents.

#### 6.4 A505 Junction

The Chairman had been contacted by a resident of Steeple Morden who along with Steeple Morden, Guilden Morden and Ashwell Parish Councils was keen to improve the junctions on the A505. A meeting had taken place with Hertfordshire County and District Officers and a representative from Litlington was invited to attend the next meeting on the 21<sup>st</sup> April 2015. Details of incidents along the road for the past ten years had been made available and these covered the Litlington junction. Cllr Bathmaker agreed to attend the meeting on the Parish Councils behalf.

*-Cllr  
Bathmaker*

#### 6.5 Pensions Regulator

The Parish Council had been asked to nominate a contact so that details of the changes under the Pensions Act 2008 could be sent. There was a legal duty to act so that Councillors could be kept updated of any actions required. It was agreed the Clerk be the contact point.

*-Clerk*

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

#### 7.1 County Council

Cllr Dent had circulated a written report to Councillors.

#### 7.2 District Council

Cllr McCraith reported that South Cambridgeshire District Council had agreed a 1.99% increase in their council tax for 2015/16 which was the maximum increase without a referendum. Cllr Cathcart added that in the next five years the District Council would need to find other ways of funding other than the council tax.

Cllr Cathcart then reported that the adoption of the Local Plan was progressing slowly and was unlikely to be adopted until 2016. He added that nothing had indicated that the Plan was unsound. A discussion took place on speculative development where a number of schemes had come forward which were not included in the Plan. Cllr Sharp suggested Bassingbourn Barracks as a site for development. Both District Councillors advised that they had attended a meeting with the MOD and were assured that the Barracks was a very valuable base due to the links with London and its facilities. The Chairman thanked the District Councillors for their update.

### **08. PLAY AREA**

#### 8.1 Play Area Weekly Inspection Update

Cllr Williams confirmed that the inspections were regularly taking place.

#### 8.2 Recreation Ground

Cllr Williams suggested that the mound be cut and it was agreed that the contractors would be asked to do this within their first cut of the season. She also raised concerns over the overgrown hedge to the east of the ground which was their responsibility of the adjacent land owner.

*-Clerk*

#### 8.3 Litlington Recreation Centre

Cllr Williams then advised that the trip switch had gone and asked for permission to contact an electrician to investigate. This was agreed.

*-Cllr  
Williams*

A discussion then took place on the Recreation Centre proposals discussed under Item 3.2. Cllr Bathmaker stated that there was already evidence from previous years that improvements were needed and Heather Williams should be supported in her investigations. He suggested that a proposed plan should be sought with costings so that the Parish Council could decide which direction to go. This was agreed. The Chairman expressed his concern over the possibility of a huge capital debt which would need to be funded by the precept.

### **09. CLUNCH PIT LAND**

Cllr Jones confirmed that a meeting was to be arranged one site with Mr Parker, the District Council officer Clare Sprout and Parish Councillors Sharp, McClelland and himself.

*-Cllr  
Sharp,  
Cllr Jones*

### **10. FINANCES**

#### 10.1 Payment of Accounts

##### TRUE BLUE LTD

Rec centre cleaning January 2015 £110.00

##### PPL

Public performance licence for Rec Centre (inc. £15.96VAT) £ 95.79

##### G D BRADSHAW

Replacement fluorescent tube (inc. 7.98VAT) £ 47.88

##### ABLE PLUMBING

Replacement toilet cistern	£ 90.00
ESPO	
Litter bin for recreation ground (inc. 30.60VAT)	£183.60
*MRS G BILES	
Litterpicking January –March 2015	£182.00
*MRS S WALMESLEY	
Clerks Salary & Expenses 1/1/15 -31/3/15	£897.95
HMRC	
PAYE 1/1/15-31/3/15	£175.20
K BAKER	
Recreation Centre cleaning x 4	£100.00
Cleaning materials	£ 1.00
MRS L WILLIAMS	
Cleaning supplies for Recreation Centre	£ 21.29
TOTAL	£1904.71

Agreed. PROPOSED Cllr Bathmaker SECONDED Cllr Wiltshire

#### 10.2 Appointment of Internal Auditor

It was agreed that LGS Services be asked to carry out the internal audit for 2014/15 as in previous years. The Clerk would arrange once the end of year paperwork had been completed. *-Clerk*

#### **11. ANNUAL PARISH MEETING 2015**

Dates and venues for the meeting were discussed. It was agreed that the Annual Parish Meeting would be held on Wednesday 20<sup>th</sup> May 2015 in Litlington Recreation Centre starting at 7.30pm. Clerk to compile an agenda. *-Clerk*

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

##### 12.1 Potholes on Royston Road

Cllr Baker confirmed that she had reported potholes on the County Council website but there were a lot more. She was urged to also report these electronically as this was the preferred method by officers as the faults could then be logged. *-Cllr Baker*

##### 12.2 Recreation Centre Tables

Cllr Wiltshire asked for some new tables for the recreation centre. This would be on the agenda for the next meeting. Cllr McCraith reminded Councillors of the Community Chest grant which could be used for something like this.

##### 12.3 New Build Bungalow –Ashwell Stret

Parking of vehicles relating to the residents was discussed. It was noted that there was sometimes a car parked on the Stret. The Chairman advised that the residents had permission to access their property but did not have a legal right to park on the Stret. This would be monitored.

##### 12.4 Malting Lane Drainage

Cllr Williams expressed concern over the drain on Malting Lane close to where the recent sewer repair had taken place. There had been some flooding in the road. She was advised to report the problem on the County Council website. *-Cllr Williams*

##### 12.5 South Street Drain

There was a blocked drain outside Thatchcroft believed to have been caused as a result of some work being carried out by BT workers. Cllr Williams to report on the County Council website. *-Cllr Williams*

##### 12.5 Surface Water Ditches

Cllr Pledger advised that she was aware that letters had been issued to landowners asking them to ensure their ditches were clear. County Council officers would check within the next two weeks.

##### 12.6 Next Parish Post

The Editor had agreed to compile an edition of the Post to be distributed at the beginning of May 2015. Copy would need to reach him by the 20<sup>th</sup> April 2015.

#### **13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 14<sup>th</sup> April 2015**

There was no further business. The Chairman closed the meeting at 9.20pm

Chairman

Date