

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 11th APRIL 2017**

PRESENT: Cllr Bathmaker (Chairman), Cllr Williams, Cllr McClelland, Cllr Barlow, Cllr Wiltshire, Cllr Sharp,
Cllr Pledger, Cllr Pipe
District Cllr McCraith
Members of the Public 4

7.15 pm PARISH COUNCIL PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Cathcart 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

There were no issues raised.

04. TO CONSIDER PLANNING/TREE APPLICATIONS

4.1 Planning Ref S/1004/17/FL

The Old Bakery, Church Street –Demolition of existing building and erection of new dwelling
(Mr T Kerchess)

Recommendation –Support

4.2 Planning Ref S/1045/17/FL

6 Silver Street –First floor extension to provide larger bedrooms and first floor bathroom, minor alterations to ground floor
(Mr Ellis)

Recommendation –Support

05. OTHER PLANNING ISSUES

5.1 Sheen Farm

The Chairman reported that a neighbour had observed some activity on the site and referred to a plan they had seen at the District Council offices relating to the development. It was noted that as far as the Parish Council were aware a planning application had not yet been submitted. The County Council officer, Stephen Conrad, had agreed to attend the Annual Parish meeting to discuss the proposal. The Clerk had a drawing from the presentation made to the Parish Council, earlier in the year, regarding 18 dwellings, eight affordable, which were on the same footprint as the previously discussed affordable housing units. It was agreed that the Clerk would contact Mr Conrad and ask for an up to date plan of the proposal. She would also contact the South Cambridgeshire District Council Planning Officer to find out which plan they were showing residents.

Cllr McCraith reminded Councillors that if a planning application was to be submitted within the next couple of months it would be judged on the national guidelines. A criteria of South Cambs was that the development must be sustainable which a large development was not, but that was very unlikely to stand up at this time. He added that the Parish Council view was very important.

-Clerk

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Cathcart 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 –Comments and observations from Members of the Public

3.1 Recreation Centre/Village Hall improvements

Heather Williams, the Project Leader, reported that the architect was currently working on the revision to the plans as suggested by the Football Federation. He was also liaising with the Planning Officer to make sure that the changes to the plans were acceptable. The modifications should be workable within the existing footprint.

Mrs Williams was asked if details, and maybe a layout diagram, could be available for the Annual Parish Meeting. She suggested the model could be on display with a draft layout plan.

It was advised that bookings had been very good during the past year with a profit of over £2,000 made. It had been agreed at the April 2016 Parish Council meeting that any profit could be earmarked for the refurbishment project.

Cllr Pipe asked about the ink cartridge recycling proposal for fund raising. Mrs Williams explained that the Recreation Centre Management Committee were going to try and get the companies based in the village to take part as printer cartridges used in larger office were likely to be worth more than the domestic ones. Mrs Williams was also trying to get in contact with the South Cambridgeshire District Council Licensing Officer, Giles Bennington, to discuss a village lottery.

3.2 Other issues

There were no issues raised.

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Meeting dated 14th March 2017

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

4.2 Minutes of Parish Council Planning Meeting dated 28th March 2017

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

05. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

5.1 Speedwatch signs and Equipment

The signs were now up at the entrances to the village.

5.2 Action Point Review of Parish Plan

A meeting of the original working group was to be arranged to carry out the review.

5.3 Parking on Bassingbourn Road –Update on meeting with SCDC Officer

Cllr Pipe reported that a good meeting had been held with residents and District Council Housing Officer, Geoff Clark. Cllr Sharp, District Cllr Cathcart and the Clerk were also in attendance. Mr Clark acknowledged that there was a problem with parking and was supportive of the proposal to open up the gardens. There were eight properties in the area and seven out of the eight were keen to progress this. The eighth property was occupied by an elderly person. without a vehicle. but had no objection. Mr Clark had agreed to go back to his colleagues and discuss further to see whether this would be possible and if so how it could be funded. He had taken contact details for the residents and would liaise with them. The Clerk was asked to obtain an update on progress for the next meeting. -Clerk

Cllr Sharp then advised that he had spoken to the Police about the poor parking on the road. They advised that there was now a dedicated e-mail address, which had been circulated to Councillors, and if they were notified persistently of the issue they would send officers out. The Clerk was asked to forward details to be published in the Parish Post and also to Bassingbourn Road residents. -Clerk

5.4 Update on Clunch Pit Activity and Signage

The Chairman advised that the application to Awards for All for a grant towards information boards at the Clunch pit had been unsuccessful.

5.5 Request Horse Signage on Bassingbourn Road

Cllr Pledger had spoken to County Council officers who had submitted a request to contractors for

two signs either end of Bassingbourn Road. She confirmed that there was still an issue with speeding vehicles when horses were about.

5.6 Update on the Future of The Crown

The Chairman reported the good news that The Crown was to reopen the following day. A family had moved into the building and put a lot of effort into getting the pub ready. He urged people to use it. Cllr McClelland advised that she had asked for information on the menu etc. for the Parish Post. It was noted that the feedback from the questionnaire put out to the village by a previous tenant had been shared with the new tenants.

5.7 Update on Village Website

The Chairman confirmed that the website had been cut over but there was a lot of information that needed to be updated. The Clerk was now trying to contact the contractor to see how she could access the site to carry out updates.

5.8 Annual Parish Meeting 9th May 2017

As reported at the Planning meeting a presentation was to be made on the Sheen Farm proposed development. The Police Traffic Officer was also going to attend to discuss the speeding issues on Royston Road. The draft agenda was agreed. The Clerk would now send out the invitations to village clubs and organisations.

06. CORRESPONDENCE

6.1 Local Bus Service Review

Details of the County Council subsidised services had been circulated to Councillors. The contracts for the local buses were on an extension following discussions 18 months previously. They now needed to be retendered either as existing or with changes. Previous feedback was advised and comments were requested. The Clerk advised that the timetable had been slightly changed from the current version.

Cllr Barlow expressed concern over the proposal to combine the last two service from Royston adding that this could cause inconvenience for people leaving work. It was noted that the bus at that time was not very well used. A discussion took place on the bus revenue.

The withdrawal of the Stagecoach 27 service, as reported at the last meeting, was then discussed. Cllr McCraith stated that his belief was that if the service was withdrawn a shuttle bus would be introduced to take people to the stations. There had been concerns raised by residents of Steeple Morden residents and Heidi Allen MP was holding a meeting with them, and representatives from other villages, to discuss what could be done. Cllr Barlow expressed his interest in attending that meeting.

07. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 District Council

Cllr McCraith reported that the Local Development Plan hearings were due to end in July 2017. It would then take several months until the outcome was known.

There was to be an extraordinary meeting of the District Council to appoint a new Chief Executive. Cllr McCraith did not have any further details on the candidate.

The Community Chest funding scheme was open again. He urged applications to be submitted as soon as possible as the funds would go quickly.

The fee for planning applications was to increase by 20%. Cllr Sharp stated that he was advised that this increase would go towards employing more planning officers to deal with the backlog of applications. Cllr McCraith confirmed that waiting times had reduced but the constant problem was trying to keep the planning officers. This was because they could get a higher rate of pay elsewhere and the District Council could not compete.

The District Council were thinking of putting incentives in place to try and get developers to build on approved sites (land banking). There was a real problem especially at the current time due to the five year land supply.

The Chairman thanked Cllr McCraith for his report.

08. PLAY AREA /RECREATION GROUND/CENTRE

8.1 Play Area update

Cllr Williams confirmed that all was well in the play area.

8.2 Recreation Centre Operational Issues

There was nothing to add to the update made by Mrs Williams under Item 3.1.

09. BASSINGBOURN ROAD BUS SHELTER REPAIR

It was observed that there were some minor repairs needed to be carried out to the woodwork around the window in the shelter. It was agreed that the Clerk arrange for the repair to be carried out up to a cost of £150.00. -Clerk

10. FINANCES10.1 Payment of Accounts

K BAKER

Recreation Centre cleaning March 2017 £100.00

MRS S WALMESLEY

Expenses January –March 2017 £ 25.70TOTAL £125.70

AGREED. Proposed Cllr Pledger, Seconded Cllr Williams

10.2 Appointment of Internal Auditor 2016/17

It was agreed that LGS Services be appointed as in previous years. The Clerk would take the paperwork to them the following week. -Clerk

10.3 Agreement of amount of balance of Parish Projects funding 2016/17 towards Recreation Centre refurbishment

The Clerk had forwarded the statement of Income and Expenditure for the year to Councillors with the allocation of earmarked funds. It was agreed that £15,000, including the £3975.83, carried forward from previous years from the sale of the land to the Woodland Trust, be allocated towards the refurbishment. It was also agreed to leave the conservation project fund separate.

10.4 Agreement of Clerks Pay scale from 1st April 2017

CAPALC had circulated the updated pay scales and suggested that an item be included on the agenda so that a vote could be taken to accept them. This would ensure that the Clerk was on the correct pay. Councillors agreed that the pay scales be accepted.

11. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION11.1 Working Group Tasks

Cllr Wiltshire reported that there had been some good feedback on the tasks carried out by the working group the previous weekend. It was suggested that some bulbs could be planted on the green later in the year using some of the earmarked conservation funds.

11.2 Woodland Trust

Cllr Barlow urged the repair to the bench in the wood. The Clerk to contact the Woodland Trust. -Clerk

11.3 Burrs Lane Fly Tipping

Cllr Barlow reported that there had been a lot of garden refuse dumped beside the path and it now looked like a big compost heap. Ownership of the land was queried. As this was a public footpath, owned by Cambridgeshire County Council, the Clerk would report the fly tipping on the County Council website. -Clerk

11.4 Parish Post

Cllr McClelland asked for items for the next edition of the Post to be with her by Friday 14th April. The edition could then be distributed with the Prospect at the beginning of May.

12. DATE OF NEXT PARISH COUNCIL MEETING (AGM) – Tuesday 9th May 2017

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

Chairman

Date