

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 8TH MARCH 2016**

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

7.15 pm PARISH COUNCIL PLANNING MEETING

01. APOLOGIES FOR ABSENCE

County Cllr Dent.

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

There were no declarations made.

03. OPEN FORUM

Parishioners in attendance for Item 5.1 were invited to take part in the discussion under that item.
There were no other planning issues raised.

04. HIGHFIELD FARM –SUGGESTIONS FOR COMMUNITY PROJECTS

4.1 Top three suggestions from Parish Plan

4.2 Replacement play area fence

4.3 Installation of facilities at St Catherines Church

4.4 Refurbishment of Village Hall Kitchen

The Chairman advised that he had not yet had time to contact Mr Collins to discuss these projects.
He would try and arrange a meeting before the April Parish Council meeting.

*-Cllr
Bathmaker*

05. TO CONSIDER PLANNING APPLICATION

5.1 S/0246/15/FL

The Grove, Abington Road –Erection of two dwellings following demolition of existing dwelling (XS Homes)

The Chairman reported that there had been a lot of discussion in the village over this application and invited comments from members of the public on the proposals. Concern was raised by neighbouring residents over the proposed entrances where the road was narrow. This area of the village also already had a problem with parking on the road making it difficult for some residents to access their driveways. The plans for the two new dwellings showed limited parking on site which would result in additional parking on the road.

The Chairman stated that there was also a working farm entrance opposite one of the proposed driveways. Cllr Jones reiterated the parking issue and stated that it would be optimistic to think that there would only be a need for the parking of two vehicles on each site. Cllr Pipe expressed concern over the overdevelopment of the site and suggested it would be more acceptable to have two three bed roomed dwellings which would be a much better fit. Cllr Sharp added that he was disappointed that there were plans to demolish another old house changing the aesthetics of the village.

The Agent for the Developer was in attendance and invited to speak. He advised that the onsite parking requirement was in line with the requirements of the District Council standard which stated 1.5 spaces per dwelling. Cambridgeshire County Council had been consulted on the second proposed access. The original access for the other property would remain as it was. In relation to Cllr Sharp's comment he advised that the two new homes would be more sustainable than renovation of the existing. Cllr Pledger queried the surface water drainage. She advised that there was an existing problem in the area with water drainage. The Agent was not aware of the issue here which would usually be addressed as a planning condition.

After further discussion it was proposed by Cllr Jones, seconded by Cllr Pipe to recommend refusal of the application.

-Recommendation Refusal

Parking concerns due to insufficient off street parking adding to the existing problem of vehicles parked on the road making it difficult for access to driveways. The overdevelopment of the site with the property size and access to the narrow road. Flood risk in this area of the village plus lack

of green space. The properties would also dilute the village aesthetics.

06. RESULT OF PLANNING APPLICATION FOR HORSE AND GROOM PUBLIC HOUSE

The planning Inspector had dismissed the application which Councillors agreed was disappointing. Cllr Cathcart advised that he had discussed this with the South Cambridgeshire District Council Planning Officer and urged the officers to engage with the applicant to come up with a suitable proposal for all. He added that the officer had given a strong indication of what would be acceptable. Cllr McCraith suggested getting the applicant, Parish Council and Planners together. This had worked well in other villages. After further discussion it was agreed that to open communication the Clerk would write to the applicant and offer to facilitate a meeting with the Planning Officers.

-Clerk

07. OTHER

There were no other issues raised.

7.45 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

County Cllr Dent

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

Cllrs Baker and Williams declared a non disclosable interest under Item 11.4 as Trustees of the Village Hall Committee.

03. OPEN FORUM

3.1 Refurbishment of the Recreation Centre

The report prepared by the working group had been copied to Councillors. This would be discussed under Item 08.

04. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the Parish Council Meeting dated 9th February 2016

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

05. MATTERS ARISING

5.1 Highway Issues

5.1.1 Speedwatch signs and Equipment

The Chairman reported that a check had taken place on the 12th March and he was pleased to advise that since the speed cushions had been installed on Bassingbourn Road the speeding issue had reduced by around 75%. Cllr Sharp advised that at the latest Police Panel meeting the Police praised Community Speedwatch stating that the number of letters they were sending out had reduced. More villages were purchasing their own equipment. The Chairman was aware that Steeple Morden had recently started up a scheme in the village and Whaddon Parish Council was investigating purchasing equipment. It was agreed that if the current arrangement of using the equipment became a problem, due to the sharing arrangement, the purchasing of the equipment with another parish could be investigated.

5.1.2 Overgrown shrubbery on Malting Lane

As reported at the last meeting this had been reported to County Highways. Cllr Williams had cut back some of the shrubbery but she was unable to dispose of it. Cllr Sharp offered to take away the cuttings if someone could arrange to cut it back which Cllr Pledger offered to do.

-Cllr Pledger &
Cllr Sharp

5.1.3 MHI Bid 2016/17 –Results from CCC Panel

The bid to complete the traffic calming at the junction of Meeting Lane/South Street and Bassingbourn Road had been unsuccessful. Cllr Pipe had attended the Panel meeting to support the application. He advised that the feeling he had from the meeting was that the scheme should have been completed in one go. He added that looking at the results it appeared the villages offering the largest financial contributions to their projects were better placed.

5.3 Update on Parish Plan

A meeting of the working group was scheduled for the 23rd March 2016.

5.4 New Website Update

The contractor had advised the Chairman that the new website should be ready in 4-6 weeks.

5.5 Parish Post

Cllr McClelland had prepared the edition which was now being printed. Councillors and the Clerk offered to help with the distribution.

5.6 Update on Clunch Pit Activity and Signage

Cllr Jones had been in correspondence with the concerned resident. He was going to meet her to compare notes on what could be done by way of notices. The residents were concerned that with the lighter evenings the problem would re-emerge. Some of the motorcycle groups had cooperated with the request to advertise that this was not an official site. Cllr Jones stated that he felt there would still be an issue as the motorbikes were able to use Ashwell Stret legally. A discussion then took place on the Bassingbourn pit which was inaccessible due to planting. Cllr Cathcart advised that the woodland had been planted and was maintained by a village conservation group. Cllr Sharp suggested that the police be asked to monitor the riders on Ashwell Stret to make sure that their documentation was in place.

-Cllr Jones

06. CORRESPONDENCE

6.1 Cambridgeshire Future Transport Review

The consultations which had been carried out at the beginning of 2015, and which included the 127 bus service, had concluded with no change to the current service for the next year. Options were suggested in the conclusion but these would have meant a reduction in the number of journeys. This was the best outcome for the bus users.

07. COUNTY AND DISTRICT COUNCILLOR REPORTS

7.1 County Council

Cllr Dent had circulated a report.

7.2 District Council

District Cllr McCraith referred to the proposals to the Boundary Commission from South Cambridgeshire District Council which asked for Litlington to be grouped with Bassingbourn. They also suggested a reduction to 45 Councillors.

South Cambridgeshire District Council was to increase their council tax for 2016/17 by £5 per Band D property. The Government had allowed this. Cllr Cathcart added that the District Council had done as much as it could. District Council rents were reducing by 1% pa which would have a knock on effect on repairs and building works. The District Council were planning on building more council housing but this has now been shelved. There was also a freeze on major work until the new budget.

The District Council were also concerned over the proposal for devolution by joining Cambridgeshire, Suffolk and Norfolk. This would mean surrendering powers to the larger authority. The proposal was being rushed along as the Chancellor wanted it included in the forthcoming Budget.

Cllr Cathcart concluded the report by advising that The Local Development Plan changes were due to be ratified at the end of March 2016. Councillors were concerned over the slipping of the timetable.

08. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS

8.1 Recreation Centre Improvement Committee Report February 2016

Following the last meeting the report, which included options, had been circulated to Councillors. Heather Williams, the working group leader, was invited to take part in the discussion.

8.1.1 Feedback from Report and Councillor questions

Cllr Sharp had compiled a list of questions which Mrs Williams had given to the Clerk as some of the answers were contained in the report. The other questions could not be answered as at this stage the details were unknown. Cllr Sharp suggested that if the extension was funded by the football

clubs it could be kept completely separate. Mrs Williams stated that the footballers would then not be contributing towards the upkeep of the Recreation Centre. Fees from football matches were a big part of the Centres current income. Cllr Pipe suggested that the changing facilities and the upgrade of the Centre could be kept as two separate projects. Mrs Williams advised that grant sources were looking at facilities for the whole community with their funding. This would be the whole package. Cllr Pledger advised that some parishioners would like to see a completely new facility built on the site and this had been backed up by some of the responses from the Parish Plan. She was aware that this was not likely to happen for a while. Cllr McClelland suggested that the Community Facilities be an agenda item at the Annual Parish Meeting to get some feedback and guidance from parishioners.

8.2 Recommendation to agree Option 2 in Principle so that grants can be investigated

The Chairman reminded Councillors that the working group were looking for support so that they could investigate grants. If agreed the group, and football clubs, would find out the grants available and then come back to the Parish Council with the details. It would be at that stage that Councillors would know how much was needed to make up the shortfall and whether/how to address this. Councillors then voted on whether to agree to Option 2, a small extension on the side, in principle. All Councillors in agreement. The working group and footballers would commence their investigations.

09. PLAY AREA /RECREATION GROUND/CENTRE

9.1 Play Area

9.1.1 Play Area Weekly Inspection Update

This was satisfactory. Cllr Williams advised that the trees at the rear of the big swings needed to be cut back as they were overhanging.

9.1.2 Play Area Fence

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

9.2 Recreation Centre Issues

9.2 .1 Refreshing of Badminton Court Limes

The lines on the courts needed to be refreshed. This would make the court look better. The cost of the tape would be between £20 and £30. It was agreed that the tape be purchased.

10. SPEED OF TRAFFIC ON BASSINGBOURN ROAD

The Chairman reminded Councillors of the discussion with the Bassingbourn Village College Governor, Steve Morris, at the last meeting and how concerns were raised over the safety of youngsters using the footpath to and from the Village College. The speed limit on this road was currently 60mph. The Clerk had advised Councillors of an initiative being put together by the Melbourn District Councillor, Jose Hales, where he was inviting councils to join together to carry out speed surveys along the A10 corridor. Various parishes had agreed to contribute £145 plus VAT per road. The Clerk suggested that if a survey of Bassingbourn Road was done it could form the basis to start the process for the speed limit reduction. Councillors agreed that the Clerk arrange for a survey of Bassingbourn Road to be included with the other villages.

-Clerk

11. FINANCES11.1 Payment of Accounts

It was noted that invoices were still awaited for the village Christmas tree and lights.

K BAKER

Recreation Centre cleaning February 2016	£100.00
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CAMBRIDGESHIRE COUNTY COUNCIL

Street light energy October 2014 –September 2015	£1334.17
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MRS G BILES

Litterpicking January –March 16	£ 182.00
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MRS S WALMESLEY

Clerks Salary & Expenses 1/1/16 -31/3/16	£921.43
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HMRC

PAYE 1/1/16-31/3/16	£132.80
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PPL

Rec Centre PPL Licence 2016/17 (inc. £16.14VAT)	£ 96.84
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TOTAL	£2767.24
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Agreed. PROPOSED Cllr Wiltshire SECONDED Cllr Williams

11.2 Appointment of Internal Auditor 2015/16

It was agreed that LGS Services be asked to carry out the internal audit as they had done the previous years.

11.3 External Audit For smaller authorities from 2017

Details had been circulated to Councillors. The Chairman advised that under the Local Audit (Smaller Authorities) Regulations 2015, Parish Councils would be able to make their own arrangements for audit from 2017. A new company, Smaller Authorities Audit Appointments Ltd (SAAA) had been set up to take over the appointment of external auditors and the setting of audit fees. By law every authority would still have to complete and publish an annual financial return irrespective of whether it is opted in or out. The Parish Council needed to decide by the 31st March 2016 whether it wished to opt out. Councillors agreed not to opt out.

11.4 Litlington Village Hall –Request for Financial help towards kitchen upgrade

The Village Hall Committee Chairman, Tina Richardson, had requested support on behalf of the committee towards the refurbishment of the village hall kitchen. They had received a grant from South Cambridgeshire Community Chest fund and asked the Parish Council for a £2,500 donation. Cllr Williams, the Village Hall Treasurer, advised that the contractors had confirmed that they would supply and install cupboards at the back of the kitchen for free. The committee had completed the necessary grant application forms which would be circulated to Councillors for a decision to be made at the next meeting.

12. ANNUAL PARISH MEETING 2016

It was agreed that the date for the meeting be set as Tuesday 24th May 2016 subject to the hall being available. In addition to the usual routine business it was agreed that the refurbishment of community facilities and proposal for reduction to the speed limit on Bassingbourn Road would be included on the agenda.

13. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION13.1 Historical England

Cllr Jones advised that he had been asked by a representative of Historical England if extracts from the Inclosure map could be included in their documentation. Cllr Jones had agreed as there were no copyright issues.

13.2 The Crown Public House

Cllr Wiltshire reported that The Crown would be closing at the end of April 2016. At the present time there was nobody interested in taking the pub over. Cllr Wiltshire added that the Landlady had tried to negotiate with the owners, Hawthorne Leisure, without success. Cllr Cathcart expressed concern, as he was aware that the pub was listed as a community asset, and wanted it to stay as a pub. He would seek advice from the District Council.

It was confirmed that all the old photographs from the pub were handed back to the Parish Council and some were to be framed for display in the village hall. The Clerk was asked to include the photographs on the agenda of the next meeting so that the framing could be followed up.

13.3 Police Panel Meetings –Hertfordshire and Cambridgeshire

Cllr Sharp had attended the meetings in both counties. At the Hertfordshire meeting the police were

asked to urge the cutting back of the shrubbery along the A505 which was causing visibility issues. Attendees had also been asked to look out for fly tipping and if were aware of an occurrence to report immediately to the District Council. Cllr Wiltshire advised of a sofa recently dumped by the War Memorial on Steeple Morden Road. The Clerk would report.

-Clerk

13.4 Mobile Warden Scheme

Cllr Sharp advised that South Cambridgeshire District Council had awarded a grant of £1900 towards the scheme which currently had seventeen members. Three of these were from Bassingbourn and negotiations had now been started to get Bassingbourn-cum-Kneesworth Parish Council involved in contributing financially.

13. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 12th April 2016

There was no further business. The Chairman closed the meeting at 9.05pm

Chairman

Date