

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN  
LITLINGTON VILLAGE HALL ON TUESDAY 10<sup>th</sup> JANUARY 2017**

PRESENT: Cllr Bathmaker (Chairman), Cllr Williams, Cllr Pipe, Cllr Jones, Cllr Barlow, Cllr Wiltshire, Cllr Pledger  
District Cllr Cathcart,  
Members of the Public 2

**7.15 pm PARISH COUNCIL PLANNING MEETING**

- 01. APOLOGIES FOR ABSENCE**  
Cllr Sharp, Cllr McClelland, District Cllr McCraith and County Cllr Dent
- 02. TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA**  
The Chairman declared a non disclosable interest under item 4.1 as a friend.
- 03. OPEN FORUM**  
There were no issues raised.
- 04. TO CONSIDER PLANNING/TREE APPLICATIONS**  
4.1 Planning Ref S/3530/16/FL  
St Johnsbury, Bassingbourn Road –Single storey orangery extension including extension to existing utility room and covered walkway  
(Mr Peter Restell)  
*Recommendation -Support*
- 05. OTHER PLANNING ISSUES**  
5.1 Planning Ref S/2996/16/OL Longview, Manor Farm Barns, Cockhall Lane  
South Cambridgeshire District Council had advised that the application would be considered by delegated powers and not by their Planning Committee as requested. Reasons why the application would be recommended for approval by officers was given.

**7.30 pm PARISH COUNCIL MEETING**

- 01. APOLOGIES FOR ABSENCE**  
Cllr Sharp, Cllr McClelland, Cllr McCraith 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  
There was no further update.  
3.2 Other issues  
3.2.1 Bassingbourn Road Parking  
A resident of Bassingbourn Road expressed his concern over this ongoing problem which had been discussed with South Cambridgeshire District Council and Cambridgeshire County Council a number of times in the past. There had been a lot of vandalism of the parked cars recently. The resident advised that he was aware that his neighbours were also concerned. -Cllrs  
A discussion took place on the previous suggestions for a parking area on the garage site, at the end of New Close, and also a parking area on the opposition side of Bassingbourn Road to the houses. Cllr Cathcart agreed to speak to the District Council Housing Officers again about this problem and he would also speak to the Housing Portfolio Holder.  
The residents was asked to discuss the issues with his neighbours and come up with a proposal, which could involve the opening up of the greens to allow parking in the front gardens, for the next

meeting. He was also asked to find out if the residents would be willing to contribute towards the cost of any changes. The resident agreed to report back at the next meeting.

### 3.2.2 Abington Road

Councillors were made aware of two accidents on the bend by Cape Fait . The debris from the accidents had been piled on the side of the road and it was agreed that the Clerk would arrange with South Cambridgeshire District Council for it to be cleared. -Clerk

A request was also made for some posts with reflectors at the approach to the bend. There was nothing currently there to indicate the bend. It was agreed that the Clerk would make the request through the County Council website. -Clerk

## **04. MINUTES OF PREVIOUS MEETING**

### 4.1 Minutes of the Parish Council Meeting dated 13<sup>th</sup> December 2016

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 Clerk had urged the signs for the entrance to the village with the County Council Officer, Peter Taylor.

### 5.2 Update on Parish Plan

Cllr Pledger agreed to go through the list of action points, that she had extracted from the report and produce a list for the Parish Council to follow up. The Chairman and Cllr Jones to assist. -SP, JB, NJ

### 5.3 Update on Clunch Pit Activity and Signage

Cllr Jones reported that he had a meeting arranged with landowner, Mr Parker, at the end of the week to discuss the next steps. Cllr Jones confirmed that all signage was up and the banner would be erected on Byway 11 once the kissing gate had been installed.

### 5.4 Parking on Bassingbourn Road

This had been discussed under Item 3.2.1

### 5.5 Horse Signage on Bassingbourn Road

There was no further update. The Clerk advised that she was waiting for details of whether a safety audit was needed or not. Cllr Pledger offered to follow up with Cambridgeshire County Council. Clerk to forward details of her contacts. -SP

### 5.6 CCC Minor Highway Improvement Bid 2017/18 Submission

Cllr Pipe had offered to attend the panel meeting on the 31<sup>st</sup> January 2017 to support the application. -AP

## **06. CORRESPONDENCE**

### 6.1 SCDC South West Parishes Patch Meeting 18<sup>th</sup> January 2017

Details had been circulated to Councillors. Anyone interested in attending was asked to let the Clerk know so that she could book a space. The Clerk was hoping to attend.

### 6.2 The Crown Public House –Request for information on the future

The Chairman reported that he had been in correspondence with the area manager of Hawthorn Leisure the Management company. He had been trying to find a tenant for the Pub for around a year. A temporary Manager was put in for six month then a family took over and they lasted around a month. The Pub was then boarded up. The tenancy was being advertised, with rate reliefs in place, being the only pub in the village. The Chairman had stated that to get people to use it there must be food served. He was told that the kitchen was ready to be used. The Chairman was awaiting further investigations into how Hawthorn Leisure managed their business.

Cllr Cathcart advised that he would seek advice from South Cambridgeshire District Council adding that the village needed to give the future of the pub some long term thought. A village buy out had working in other villages. Cllr Pledger advised that she had a contact who had been involved with a buy out in their community and he had offered to come along to a meeting and discuss the process with the village. There was also a dedicated website. -NC

### 6.3 SCDC Proposal from Tree Officer

Ian Lorman, the Tree Officer, had written to the council advising that as part of ongoing improvements to the service at South Cambridgeshire District Council he was proposing to offer a competitive service to assist with the H&S safety audit processes relating to regular tree inspections. He had outlined the draft parameters/specification for a SCDC tree health and safety survey. Parish Councils were asked to register their interest so that he could see if there was enough to present a business case.

Councillors agreed to register an interest in the proposal. Clerk to advise Mr Lorman. It was noted that the trees on the green by the village cage were overhanging the road and needed to be cut back.

-Clerk

## 07. COUNTY AND DISTRICT COUNCILLOR REPORTS

### 7.1 District Council

Cllr Cathcart reported that things were slow at this time of the year. He was unaware of any further movement on the Local Development Plan.

## 08. PLAY AREA /RECREATION GROUND/CENTRE

### 8.1 Play Area update

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

#### 8.1.1 Agreement of Expenditure for repair to play area fence

The Clerk referred to the three quotes received in 2015. There were two for a wooden replacement and one for metal fencing. The contractors had been approached and asked if there were any changes to the quotes. After discussion it was proposed by Cllr Pledger, seconded by Cllr Wiltshire, that the quotation from Mr M Baker be approved. This quote was for £2,500 labour charges and to save money on the VAT the Clerk would order the wood directly. The cost of the wood was quoted as around £2100 plus VAT. The Clerk to advise the contractors.

-Clerk

#### 8.1.2 Section 106 money –purchase of play equipment

There was a Section 106 allocation of £2764.76 held in the Parish Council bank account. Cllr Pipe advised that he had obtained a quotation, from Fenland Playgrounds, to replace three of the worn out items for the younger children which would cost around £4169 plus VAT. It was agreed that this company, who had supplied most of the equipment in the past, were competitive. A discussion took place on funds held for Parish Council projects. The Clerk reminded Councillors that a lot of work needed to be done on the recreation centre, just to keep it in use, if the refurbishment project did not go ahead. After further discussion it was proposed by Cllr Pledger, seconded by Cllr Jones, that the three pieces be replaced. All Councillors in agreement. Cllr Pipe agreed to get a final price from Fenland Playgrounds and the Clerk would place the order.

-AP &amp; Clerk

#### 8.2 Recreation Centre Operational Issues

There were some issues with the poor condition of the showers in the recreation centre but, as discussed under the previous item, it would not be prudent to spend a lot of money on the building at the present time as plans for the refurbishment project was progressing. It was noted that the plans had progressed further than any had done in the past. The Chairman asked the Clerk to invite Mrs Williams to the next meeting to give an update on the position regarding the planning application for the small extension.

-Clerk

## 09. GRASSCUTTING CONTRACTS 2017/19

A draft specification had been circulated to Councillors which was agreed. The Clerk would now send out to local contractors.

-Clerk

## 10. FINANCES

### 10.1 Payment of Accounts

K BAKER

Recreation Centre cleaning December 2016 £ 87.50

CAMBRIDGESHIRE COUNTY COUNCIL

Contribution towards LHI 2015/16 £948.84

BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL

Contribution towards stationery £ 35.09

LITLINGTON VILLAGE HALL

Hire of hall July – December 2016 (5@£22) £110.00

MRS G BILES

Litterpicking October –December 16 £ 195.00

MRS S WALMESLEY

Clerks Salary & Expenses 1/10/16 -31/12/16 £1026.90

HMRC

PAYE 1/10/16-31/12/16 £ 139.20

MR J BATHMAKER

Reimburse for Christmas tree purchases 2015+2016 £ 160.00

TOTAL £2702.53

AGREED PROPOSED Cllr Wiltshire SECONDED Cllr Jones

10.2 Budget/Precept 2017/18

After discussion on the previously circulated document it was proposed by Cllr Pipe, seconded by Cllr Jones, that the precept for 2017/18 would remain at £22,000. All Councillors in agreement. The Clerk would make the demand to South Cambridgeshire District Council.

*-Clerk*10.3 Agreement of Expenditure for 30mph speed stickers

Two quotations had been received. A discussion took place on the durability of the stickers. Cllr Barlow advised that light fast ink should be used with permanent adhesive. He offered his help liaising with the contractors. Councillors agreed that £100 be approved for as many stickers as possible.

*-GB & Clerk*10.4 Litlington & Mordens Mobile Warden Scheme –Contribution 2016/17

The Mobile Warden Scheme Treasurer, Geoff Harper, had requested a £500 contribution from the Parish Council for the current financial year. The Clerk advised that the Litlington Townlands Trust had donated £200 from their Christmas distribution. It was proposed by Cllr Jones, seconded by Cllr Pledger, that the Parish Council pay £300. All Councillors in agreement. The Clerk to advise Mr Harper and arrange for a cheque.

*-Clerk***11. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION**11.1 Parish Post

The Chairman would ask Cllr McClelland to arrange for an edition to go out at the end of February 2017. Cllr Barlow reminded Councillors that an appeal for a working party to carry out various tasks around the village, including the digging out of the grips on Steeple Morden Road, be made. Cllr Pledger would also submit an article on Meningitis awareness.

*-JB*11.2 Malting Lane visibility mirror

Cllr Jones expressed concern over the visibility on the bend by the stile on Malting Lane. There was a lot of pedestrians using the road to walk back and forward to the recreation ground with no footpath. He agreed to investigate for the next meeting.

*-NJ*11.3 Bassingbourn High Street Shops

Cllr Wiltshire had heard that the Bakers in Bassingbourn was closing with the Pharmacy and SPAR under threat. Cllr Cathcart advised that he was aware of the closure of the Bakers at the end of February but was not aware of any changes as present to the other shops. This was being monitored.

11.4 Overgrown hedge

Cllr Williams had received a complaint over the hedge on the corner of South Street overhanging the footpath. The Clerk would speak to the resident.

*-Clerk*11.5 Parish Website

The Chairman reported that he was waiting for confirmation that the new website had been transferred to the Parish Council site. There would then be a handover meeting for the Clerk and the site could be brought up to date.

*-JB & Clerk***12. DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 14<sup>th</sup> February 2017**

There was no further business. The Chairman closed the meeting at 8.55 pm

Chairman

Date