

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 10TH JULY 2018**

PRESENT: Cllr Bathmaker (Chairman), Cllr Gray, Cllr Williams, Cllr Barlow, Cllr Sharp, Cllr Pledger, Cllr McClelland

District Cllr Cathcart, County Cllr Kindersley
Members of the Public 3

7.30 pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Wiltshire, Cllr Jones

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

The Recreation Centre Management Committee was due to meet prior to the Parish Council Meeting but due to there not being a quorum the meeting could not take place. Another date to be arranged.

3.2 Bassingbourn Road Parking Update

There was no update available. Councillors agreed that if there was no possibility of the proposal going ahead then formal notification should be given by South Cambridgeshire District Council. The Clerk to urge for the next meeting.

-Clerk

3.3 Other issues

3.3.1 Parking on Church Street

A resident expressed concern over the number of vehicles parked on Church Street causing problems for farm vehicles, which had to swing wide, entering and leaving their meadow. She was aware that the vehicles were parked legally and one car had been damaged. She asked for permission to put out some form of parking restriction and confirmed that access would only be needed during daylight hours.

Councillors were aware of this issue. It was noted that an application for yellow lines would be a long process and then if installed would need to be policed. After discussion Councillors agreed that the kerb of the village green be painted white with a sign erected on the village green by the kerb asking people not to park. This would be arranged by the resident. An item would also be put in the next Parish Post.

3.3.2 Visibility Mirror

Councillors were reminded of the need for a visibility mirror at the junction of Malting Lane with South Street. The Clerk confirmed that following the request at a previous meeting she had placed an order for a mirror which, after a period of several weeks, had been cancelled. She had now ordered from another source and been advised that the mirror would arrive the following week.

04. COUNTY AND DISTRICT COUNCILLOR REPORTS

4.1 District Council

Cllr Cathcart reported that there was no further news on the Local Development Plan although a response was expected by the end of the month. There would be a lot of work to do following receipt. Speculative planning applications appeared to have slowed down but the only security against them was having the Local Development Plan in place.

Cllr Cathcart had not seen a decision notice relating to the planning application for New Cambridge House. The Chairman reminded Councillors that the Parish Council had asked for this application to go before the Planning Committee.

Work had not yet started on the Sheen Farm development as there were a lot of conditions to be discharged first.

Cllr Cathcart was aware of some enquiries regarding the Horse and Groom site but a planning application had not yet been submitted. He suggested that once an application had been made the applicant be invited to a Parish Council meeting to present the plans.

4.2 County Council

Cllr Kindersley had circulated his monthly report. He reported that Hertfordshire County Council now had a preferred option for the A505 improvements which would include two roundabouts with closure of some cross over points. A detailed survey would now take place followed by a public consultation at the end of the year. The project was likely not to start until 2021. Cllr Kindersley would keep the Parish Council updated with further information.

There had been a series of meetings with representatives from the NHS, Heidi Allen MP and Parish Councils regarding GP provision. Heidi Allen had been tasked with driving forward resolutions.

Cambridgeshire County Council was recruiting people to assist with reablement. This was a good project which would help free up hospital beds.

Cllr McClelland asked about the Innovation Fund and how it was used. Cllr Kindersley advised that he was aware that the fund helped deliver projects of social value which also saved County Council money. Cllr Cathcart added that there was accommodation in Bassingbourn purpose built for the Papworth Trust. They no longer used the buildings and so was empty. He suggested that this could be a site to help with reablement. The County Councillor for Bassingbourn-cum-Kneesworth, Susan van de Ven was aware.

The Chairman thanked Cllr Cathcart and Cllr Kindersley for their reports.

05. APPROVE MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS

5.1 Parish Council Meeting 12th June 2018

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

5.2 Parish council Planning Meeting 26th June 2018

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

06. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

6.1 Action Point Review of Parish Plan

The working group agreed that they needed to update the action list so the Chairman would arrange a meeting.

6.2 Update on Clunch Pit Activity and TRO

Cllr Barlow reported that Cllr Jones was chasing progress.

6.3 Traffic Issues

6.3.1 LHI Scheme 2019/20

A traffic survey was due to take place on Bassingbourn Road at the end of June. The Clerk was asked to chase the results with the County Engineer. The Chairman advised that the latest meeting with County Highways had not been as positive regarding a successful application for a speed reduction, and improved separation of the pedestrian path from traffic, as previous meetings had been. He agreed to complete the application by the 31st July deadline.

*-Cllr
Bathmaker*

-Clerk

*-Cllr
Bathmaker*

6.3.2 Bassingbourn Road –evidence for LHI 2019/20

Cllr Gray had suggested calling at each household in the village to see who used the path to Bassingbourn. He was aware at the present time that there were around 30 people walking to and from the Primary School/Village College. It was suggested that an appeal for support from path users be made at the forthcoming village Fayre. There was also a petition which the Clerk would take to the Fayre for additions. This could then be presented at the panel stage to support the application.

-Clerk

6.4 LHI Scheme 2018/19

The Chairman and Clerk had met with the County Engineer to discuss locations for the MVAS. The Chairman explained the proposed positioning and the timetable. The expected delivery time for the sign would be December 2018. The volunteers had been updated.

6.5 Meeting Lane/Malting Lane Footpath Cut

Following the Planning Meeting on the 26th June, when a complaint from the neighbouring resident was discussed, Cllr Jones was now in the process of asking the contractors to trim the nettles on the left hand side of the path next to the resident's fence.

07. CORRESPONDENCE

7.1 Parking on Church Street

This was discussed under Item 3.3.1.

08. PLAY AREA /RECREATION GROUND/CENTRE**8.1 Play Area update –RoSPA Inspection 2018**

Cllr Gray had prepared a chart based on the inspection report for actions identified. He had dealt with the majority leaving the multi play structure and chains on the toddler swing requiring specialist attention. He would obtain a quotation for the works.

-Cllr Gray

A discussion on the continued use of this equipment took place. Cllr Gray advised that a medium risk had been identified and there had been no recommendation to take the equipment out of service until the modifications had been carried out. There had been no deterioration since the last inspection.

8.2 Recreation Centre Operational Issues

As reported under Item 3.1 a date for a Recreation Centre Management meeting needed to be arranged. The Clerk to liaise with committee members.

*-Clerk***8.3 Recreation Ground**

There were no issues reported.

8.3.1 Proposal to cut back Recreation Ground/South Street hedge

Councillors had been asked to look at the area concerned which was between the street lamp and gate on South Street. This area consisted of ivy and so the hedge would not be affected. Cllr Barlow lodged his objection to the shrubbery being removed. The Chairman added that it needed to be cut back at least to accommodate a pole for the MVAS. Cllr Williams offered to get a quotation.

*-Cllr Williams***8.3.2 Proposal for a Tennis Court**

Cllr Pledger advised that she had quotations but would now wait to see how the discussions on the future of the Recreation Centre went.

09. REQUESTS FOR STREET FURNITURE**9.1 Direction Sign for Village Hall and Recreation Centre**

The direction signs would be installed at the same time that the MVAS was delivered to the village.

9.2 Visibility Mirror

As advised under Item 3.4.2 the Clerk had ordered a visibility mirror from a different company.

9.3 Request for Dog Waste Bin

South Cambridgeshire District Council had agreed that a dog waste bin could be installed. They now needed the exact location. It was agreed that the best place was on the grass verge by the footpath sign. The Clerk would check that County Highways had no objection and would then advise the District Council officer.

*-Clerk***9.4 Royston Road Nameplate**

The broken nameplate had been reported on the District Council website.

10. PLANNING**10.1 Update on Reg-Bio Project Royston Road**

The Chairman advised that there was no further update available. As far as he was aware the developer still intended to go ahead. It was noted that the three year planning consent expired in November 2018.

10.2 Update on Lease for Recreation Ground

Cllr Cathcart had chased up the draft lease which was promised at the end of the previous week. This would be urged.

11. FINANCES**11.1 Payment of Accounts**

K BAKER

Recreation Centre cleaning June 2018 £108.00

WEBCENTRIC LTD

Website build and development Litlington.org.uk £800.00

Website hosting 2018 £200.00

VAT £200.00 £1200.00

NBB RECYCLED FURNITURE

Tables and seat for village hall play area (inc.229.00 VAT) £1668.00

(Litlington Pre School to be invoices for £294.00)

MRS G BILES

Litterpicking April –June 18	£ 200.20
MRS S WALMESLEY	
Clerks Salary & Expenses 1/4/18 -30/6/18	£1026.01
HMRC	
PAYE 1/4/18-30/6/18	£160.00
LITLINGTON VILLAGE HALL	
Hire of hall for meetings January –June 2018	£150.00
TOTAL	£4512.21

PROPOSED Cllr Barlow SECONDED Cllr Williams

11.2 Agreement of NALC/SLCC Pay Scales April 2018

It was agreed that the Pay Scales be implemented with effect from the 1st April 2018.

12. ANNUAL REVIEW OF EMPLOYEES

A review of the Clerk and Litter Picker needed to be carried out as highlighted in the Internal Auditor Report. Councillors to arrange for a meeting closed to Members of the Public. *-Cllrs*

13. GENERAL DATA PROTECTION REGULATIONS

13.1 Agreement of Parish Council Data Protection Policy

A draft had been circulated to Councillors. It was agreed that the Policy be adopted. The Clerk would arrange for the Policy to be displayed on the village website. *-Clerk*

13.2 E-mail addresses for Councillors

The website host, Webcentric, had confirmed that individual e-mail addresses could be set up through the website. The Webmaster had forwarded the information regarding the control panel to the Clerk who would arrange. *-Clerk*

14. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

14.1 Overgrown Hedges

It was agreed that an appeal would go into the next Parish Post. The Chairman had the details from a previous publication.

14.2 Telephone Service to village

The service over the past week had been poor with many residents left without a telephone service. It was noted that engineers were working on the new cabinet by Abington Road.

14.3 Communication with residents

Cllr Gray suggested more be done to communicate with residents about Parish Council meetings. There were very few parishioners interested. A discussion took place on a possible Facebook page and how this could work. Cllr Gray to investigate further. Cllr Pledger also suggested that a Community Focus Group be set up in the Autumn. *-Cllr Gray*

14.4 Next Parish Post

Cllr McClelland and Cllr Barlow agreed to work on the next edition together. Cllr McClelland would find out the best time for printing. *-Cllr McClelland*

A discussion took place on the future of The Crown as there was the possibility that the current Landlord would be moving on. The Chairman suggested a questionnaire be put out to parishioners to find out their views of the pub and to see if there was enough support to pursue a purchase as a Community Pub.

It was advised that the loss of an only pub in a village could reduce property values by up to 10%. Cllr Kindersley added that not a single Community Pub had failed to date.

15. DATE OF NEXT PARISH COUNCIL MEETING– 11th September 2018

There was no further business. The Chairman closed the meeting at 9.00 pm

Chairman

Date