

**MINUTES OF THE ANNUAL GENERAL MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL
ON TUESDAY 10TH MAY 2016**

PRESENT: Cllr Bathmaker (JB)(Chairman), Cllr Baker(MB), Cllr Williams(LW), Cllr Jones(NJ), Cllr Pledger(SP), Cllr Sharp(DS), Cllr Pipe(AP), Cllr McClelland(RM)
District Cllr Mc McCraith, District Cllr Cathcart (part)
Members of the Public: 6

7.15 pm PARISH COUNCIL MEETING

01. ELECTION OF CHAIRMAN

Cllr Bathmaker opened the meeting and asked for nominations for Chairman. Cllr Pipe proposed Cllr Bathmaker which was seconded by Cllr Pledger. There were no other nominations. Cllr Bathmaker agreed to remain as Chairman.

02. ELECTION OF VICE-CHAIRMAN

In the absence of Cllr Wiltshire Cllr Sharp proposed that she continue as Vice-Chairman which was seconded by Cllr Pledger. There were no other nominations. Cllr Wiltshire to be asked to continue as Vice-Chairman.

03. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Wiltshire and County Cllr Dent

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

There were no declarations declared.

05. OPEN FORUM

5.1 Speed of Traffic on Royston Road

Residents of Royston Road expressed their concern over the speeds on the road. The Chairman advised that there had been three speedwatch sessions during the past 10 weeks with no speeding vehicles caught. He added that during the times of the checks the volunteers had to be visible and this was probably why. He referred to the current speed survey being carried out on Bassingbourn Road and suggested a survey for Royston Road could be investigated. Statistics were needed to justify any request for traffic calming measures. There were sources of funding, through the Parish Council or the County Minor Highway Improvement Scheme, but any measures would cost a lot of money. Cllr Pipe suggested also carrying out a speed survey on Silver Street. The Chairman advised that again a speedwatch team had carried out a check the previous week in this area with nobody caught exceeding the speed limit. A discussion then took place on speed limit stickers which could be put onto refuse bins. They would make more of an impact if they were on bins close together. The Clerk confirmed that she had some of these stickers which she would take to the Annual Parish Meeting. Cllr McCraith suggested that once evidence had been gathered it should be presented to the County Council to see what they were willing to do to help with the speeding.

-Clerk

5.2 Village Fayre

Councillors were advised that the money raised from the 2016 would be going towards the Church toilet project. Up to £1000 would be allocated to a chosen group every year. Some funds needed to be retained in case of bad weather.

5.3 Recreation Centre

Councillors were advised that the plans were being drawn up based on discussions at previous meetings. Councillors were asked if they were aware of any asbestos in the centre and if so the extension would need to come out a further metre. It was thought that there might be asbestos in the roof which the Clerk would investigate. It was hoped that the plans would be ready for the Annual Parish Meeting for parishioner feedback. If supported they could then go to the Football Association for comment before the application for planning permission was progressed. Councillors were advised that bookings for the recreation centre had increased and hopefully this would continue.

-Clerk

5.4 Motorbikes at the Clunch Pit

It was noted that the motorbikes were back at the weekend. Cllr Pipe reported seeing a large transit van at the entrance to Byway 11. Cllr Pledger advised that there was an off road bike company based at Low Farm. She suggested they be approached and asked to discourage their customers from using the area. The Chairman agreed to speak with the owner.

-JB

5.5 Update on Sheen Farm Affordable Housing

Cllr Pipe reported that he had met with the County Farms Officer, Stephen Conrad who advised that Cambridgeshire County Council had changed their policy on social housing and exception sites. To create some income the County Council are planning to become developers and renters of properties. This was partly driven by the South Cambs Local Development Plan not being agreed which has created a vacuum and hence opportunity for property developers generally. The County Council was progressing a similar project in Shepreth.

Cllr Pipe advised that the new system did away with exception sites. The original proposal for the Sheen Farm site was for six market houses with 12 affordable dwellings for local people. The County Council were now proposing 5 affordable, 6 market and 7 market rental properties. Cllr Cathcart expressed his concerns as this was no different from what any other developer was offering. He queried that if City Deal money was involved the local connection could also be watered down. Cllr Pipe agreed that the local houses for local people issue was key to this development and would ensure this specific point was addressed. Both District Councillors urged caution. Cllr Pipe then advised that there was an alternative proposal for 43 dwellings, with 18 affordable, which would take the development behind the Royston Road houses towards the recreation centre. Cllr Pipe added that at this stage Mr Conrad had requested comments and feedback. With the village support the County Council had the means to progress this quickly.

The Chairman stated that this did not fit in with what was envisaged originally –affordable housing for local people. These proposals would be brought to the attention of parishioners at the Annual Parish Meeting where he would ask for their opinions. This will be used as guidance in the response to the County Council.

06. MINUTES OF PREVIOUS MEETING

6.1 Minutes of the Parish Council Meeting dated 12th April 2016

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

07. MATTERS ARISING

7.1 Highway Issues

7.1.1 Speedwatch Signs and Equipment

This would be discussed at the Annual Parish Meeting.

7.2 Update on Parish Plan and Printing

Cllr Jones and Cllr Pledger had worked on a draft which had been circulated. This now needed to be proof read. It had been suggested that charts, extracted from the plan, were prepared for the Annual Meeting to give examples of findings. Cllr Jones agreed to arrange these.

-NJ

7.3 Update on Clunch Pit activity and signage

Cllr Jones reported that he had met with the resident and talked through detail. It was noted that the signs previously erected by the Parish Council had disappeared which meant that at the present time motorcyclists could deny they knew motorbikes were prohibited. The resident had obtained costings for 12 more signs and a banner for the Ashwell Stret barrier. Other short term measures being pursued were writing to the press and an update note to residents on what the Parish Council could do. Cllr Jones was arranging a meeting with the different stakeholders to investigate long term solutions. Cllr Pledger suggested that a solution was to fence the area of the 'bowl' then the clunch pit would not be attractive to the bikers. Cllr Jones agreed that this was an option to discuss with the landowner.

-NJ

It was then proposed by Cllr Jones, seconded by Cllr Williams that £160 be agreed for expenditure on signs. All Councillors in agreement. Cllr Jones to arrange the purchase. Cllr Pipe stated that the signs would have to be installed where they could not be taken down or removed.

7.4 Annual Parish Meeting 24th May 2016

The Clerk confirmed that invitations had been sent out to the village groups and

organisations.

7.5 Traffic Survey for Bassingbourn Road

The traffic survey was underway. It was noted that works on water pipes were currently taking place on Bassingbourn Road, with traffic lights, which slowed the speed of traffic down. The Clerk would advise the survey organiser of this.

-Clerk

08. PLANNING ISSUES

8.1 Highfield Farm –Suggestions for Community Projects

The Clerk confirmed that she had invited Mr Collins, the Reg Bio representative, to the Annual Parish Meeting on the 24th May 2016.

8.1.1 Top three suggestions from Parish Plan

8.1.2 Replacement Play Area Fence

8.1.3 Installation of facilities at St Catherine's Church

8.1.4 Refurbishment of Village Hall Kitchen

8.1.5 Gateway Feature for Royston Road

8.2 To Consider Planning Applications

8.2.1 Ref S/0766/16/FL

Mossbury Farm, 15 Silver Street – Proposed garage with internal staircase for access to existing upper space of existing two storey barn
(Mr & Mrs Franks)

-Recommendation Approval

8.2.2 Ref S/0475/16/FL

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

-Recommendation No Comment

8.3 Update on Affordable Housing (Sheen Farm)

This was discussed under Open Forum Item 5.5.

09. CORRESPONDENCE

9.1 Royston Road Traffic Speeds

This had been discussed under Open Forum Item 5.1.

9.2 SCDC Planning and New Communities Service Update –Request for comments

Details had been circulated to Councillors. Any comments were requested by the District Council by the 13th June 2016.

10. COUNTY AND DISTRICT COUNCILLOR REPORTS

10.1 County Council

County Cllr Dent had circulated a report.

10.2 District Council

Cllr McCraith reported that Cllr Cathcart had been re-elected at the recent District Council election with a good majority. He offered congratulations to him. The conservatives still had the majority of 15 on South Cambridgeshire District Council.

The Local Government Boundary Commission had just published their proposals for South Cambridgeshire with the proposal that Litlington would be in the same ward as Bassingbourn. This was different from the County Council recommendations where Litlington was included in the Gamlingay ward. A public consultation had just begun and this would run until July 2016. The Clerk to forward details to Councillors once received.

-Clerk

11. ELECTION OF COMMITTEES/WORKING GROUPS

GRASSCUTTING/HIGHWAYS –Cllr Pipe

PLAYGROUND EQUIPMENT –Cllr Williams.

POLICE LIAISON –Cllr Sharp

RECREATION CENTRE –Cllr Sharp, Cllr Baker & Cllr Wiltshire

CEMETERY –Cllr Williams.

PLANNING –Cllr Pipe

VILLAGE HALL –Cllr Baker

PARISH PATHS –Mr Geoff Barlow (to be confirmed with Mr Barlow)

TREE WARDEN –Cllr Jones

WEBSITE –Cllr Bathmaker

PARISH POST LIAISON –Cllr McClelland, Cllr Bathmaker

-Clerk

MOBILE WARDEN –Mrs Brown, Cllr Sharp
 PARISH PLAN –Cllr Jones, Cllr Pledger
 COMMUNITY SPEEDWATCH –Cllr Bathmaker
 LITLINGTON TOWNLANDS CHARITY –Cllr Sharp, Cllr Biles and Mrs Lorraine Baker

12. REVIEW OF INSURANCE SCHEDULE

The Clerk had obtained a quotation from Zurich in addition to the current insurer Aon. Zurich had advised of a cheaper premium. The Clerk had then followed up a query on the Aon schedule, which was resolved, and negotiated a further reduction to the premium. Details had been circulated to Councillors.

After discussion it was agreed to remain with Aon UK Ltd with a premium of £1045.08. Clerk to arrange.

-Clerk

13. RECREATION CENTRE/VILLAGE HALL IMPROVEMENTS

An update on the plans for the Centre extension was made under Item 5.4.

Cllr Williams advised that work on the village hall kitchen was to start in July 2016. She had arranged for a deposit of £1300 to be paid.

14. PLAY AREA/RECREATION GROUND/CENTRE

14.1. Play Area

14.1.1 Play Area Weekly Inspection Update/RoSPA Report

The RoSPA report had been circulated to Councillors. As with previous years the mound was considered a hazard even though it gave good play value. It was noted that the grass on the mound needed to be cut. Cllr Williams agreed to arrange for one of the village grasscutters to carry out a cut.

-LW

14.1.2 Play Area Fence

Concern was expressed as to why the Parish Council was waiting for feedback regarding the Reg Bio funding when the fence was falling to pieces. The Clerk reminded Councillors that quotations for a replacement fence had been sought. The Chairman agreed to ask parishioners at the Annual Parish Meeting whether they wanted to go ahead with the replacement or wait and find out the outcome regarding outside funding.

14.1.3 Proposal for Skate Ramp

Parishioners would be asked their view on investigating a skate ramp at the Annual Parish Meeting.

14.2 Recreation Centre Issues

The Clerk confirmed that the badminton court lines in the Centre had been refreshed.

15. FINANCES

15.1 Payment of Accounts

K BAKER

Recreation Centre cleaning April 2016	£75.00
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R McCLELLAND

Reimbursed for Xmas tree lights	£ 67.48
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E-ON

Recreation Centre electricity (inc. £103.31VAT)	£619.85
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CAMBRIDGESHIRE COUNTY COUNCIL

Rent for recreation ground land 2016	£ 75.00
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VIKING

Stationery order inc £26.98.VAT (£94.71 to be collected from other Councils)	£161.86
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R G OLIVER & SON

Recreation ground hedge cutting (inc. £28.90VAT)	£173.40
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MRS S WALMESLEY

Reimbursed for recreation centre floor marking tape	£ 20.99
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PLAYSAFETY LTD

RoSPA Report 2016 (inc. £23.10VAT)	£ 138.60
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CAMBRIDGE WATER

Recreation Ground water rate Oct 15-April 16	£ 41.03
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AON INSURANCE

Renewal of Insurance policy	£1045.08
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TOTAL

£2418.29

Agreed. PROPOSED Cllr Jones SECONDED Cllr Pipe

15.2 Agreement of Annual Return 2015/16

The paperwork was currently with the Internal Auditor. Copies of the Annual Return parts 1 and 2 had been circulated to Councillors prior to the meeting.

15.2.1 Agreement of Governance Statement

The statement was read by Councillors. Councillors agreed that the Statement could be signed with all sections showing Yes once the Internal Audit had been completed.

15.2.2. Agreement of Accounting Statement

The statement was agreed as correct and would be signed by the Chairman once the Annual Return was back from the Internal Audit.

16. ANY OTHER BUSINESS FOR INFORMATION OR URGENT ACTION OF THE CLERK

16.1 Parking on Bassingbourn Road

Cllr Sharp reported that there was still a problem with parking on Bassingbourn Road. Some of the residents had again asked why the road could not be opened up to access their properties so that they could park in the garden area. Councillors were reminded that this had been requested before but refused by the Highway Authority and District Council. After discussion it was agreed that the Clerk would write to the District Council Housing Officer again and ask for confirmation of why the gardens could not be used.

-Clerk

16.2 Robbery at St Catherine's Church

Cllr Sharp reported that the Church had been broken into and silverware stolen. There had been an attempted break in the previous week but nothing had been touched on that occasion.

16.3 Deregulation Act 2015

Cllr Pledger brought this Act to the attention of Councillors stating that the laws governing Rights of Way meant that the landowner and County Council could agree the footpaths. She added that any errors on the definitive map needed to be found before the new map came into force in 2026. Cllr Pledger advised that the Parish Plan had found that people liked the countryside and suggested that an up to date ordnance survey map be consulted on the existing paths. The Clerk was asked to discuss this with Mr Barlow the Parish Footpath Officer.

-Clerk

16. DATE OF NEXT PARISH COUNCIL MEETING –Tuesday 14th June 2016

The Chairman closed the meeting at 9.05 PM

Chairman

Date