

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 11th JUNE 2019**

PRESENT: Cllr Wiltshire (Chairman), Cllr Williams, Cllr Barlow, Cllr Jones, Cllr Gray, Cllr Pledger, Cllr Sharp
District Cllr Cathcart, County Cllr Kindersley
Members of the Public 2

7.30 pm PARISH COUNCIL MEETING

01. ELECTION OF CHAIRMAN

In the absence of Cllr Bathmaker Cllr Wiltshire, former Vice Chairman, opened the meeting and asked for nominations for Chairman. Cllr Sharp nominated Cllr Jones but he declined to accept. Cllr Williams then proposed Cllr Wiltshire, which was seconded by Cllr Sharp. All Councillors in agreement. Cllr Wiltshire accepted the position but added that she worked full time away from the village so would be unable to attend any daytime meetings.

02. ELECTION OF VICE CHAIRMAN

The Chairman then asked for nominations for Vice Chairman. Cllr Williams proposed Cllr Pledger which was seconded by Cllr Sharp. All Councillors in agreement. Cllr Pledger accepted the position of Vice Chairman.

03. APOLOGIES FOR ABSENCE

Cllr Bathmaker.

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

There were no interests declared.

05. OPEN FORUM –Comments and observations from Members of the Public

5.1 Recreation Centre refurbishment proposal

The AGM of the Recreation Centre Management Committee had taken place before the Parish Council meeting. Cllr Gray was going to prepare some options regarding the future of the Recreation Centre for the Village Fayre which was to be held on the 13th July 2019.

5.2 Other issues

There were no issues raised.

06. COUNTY AND DISTRICT COUNCILLOR REPORTS

6.1 District Council

Cllr Cathcart referred to Shared Services and stated that people were likely to see a much greater dilution to rural support. This needed to be watched carefully as smaller villages could be overlooked.

There were a lot of applications in the SCDC Call For Sites not yet registered. Once all the applications were registered they would be available on line but it was likely to be several months before this happened because there were so many.

There was no further news on the Sheen Farm development. Cllr Cathcart expressed concern as all the consents had been issued. The Planning Officers hadn't heard anything either. A discussion took place on the company set up by Cambridgeshire County Council to manage these former County Council sites.

Cllr Cathcart advised that he was now on a number of committees which included the Licensing, Brexit and Civic Affairs Committees. He was not on the Planning Committee but was able to attend the meetings.

A discussion took place on the role of the Mayor. The Clerk advised that she had just received details of a meeting with the Mayor arranged by Guilden Morden Parish Council in September. She would circulate details to Councillors.

South Cambridgeshire District Council had heard nothing further regarding the East West Rail project. The official timescale was that the proposed corridor would be made known before the Summer Parliamentary recess.

The Chairman thanked Cllr Cathcart for his report.

6.2 County Council

-Clerk

Cllr Kindersley had circulated a report.

He advised that the Cam Bed Railroad group had met with a QC in London and received a lot of good advice. A plan of action had been set out for when an announcement on the preferred route was made.

There had been a lot of Facebook postings relating to the Hertfordshire County Council plans for the A505. Cllr Kindersley advised that Steeple Morden Parish Council was going to write to the HCC Councillor, Steve Jarvis, who was also a North Herts District Councillor to see if he could intervene. The Chairman stated that she couldn't believe that the Odsey junction was not recognised as a critical accident spot. Cllr Kindersley suggested that Litlington Parish Council also write to Hertfordshire County Council.

Cllr Kindersley then advised that the hedges and the central reservation on the A505 should have been cut back. Cllr Williams confirmed that they had.

Cllr Jones asked if the proposal to upgrade the A428 would help with the East West Rail decision. Cllr Kindersley confirmed that the National Railway Infrastructure was now on the side of CamBed Railroad. He added that the current consultation is the actual detail of the proposal.

The Chairman thanked Cllr Kindersley for his report.

07. APPROVE MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS

7.1 Parish Council Annual General Meeting 14th May 2019

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

08. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

8.1 Update on Clunch Pit Activity and Information Boards

The information boards were now in place. There had been some sightings of motorcyclists but they were believed to be using the Stret not the clunch pit land. This item would now be removed from the agenda.

8.2 Co-option of Councillor

The Clerk reported that she was waiting for the go-ahead to co-opt from the South Cambridgeshire District Council Returning Officer. Once this was received the vacancy would be advertised with a view to co-option taking place at the July 2019 meeting.

8.3 Parish Council Facebook Page

Cllr Bathmaker and the Clerk were investigating how this would work.

09. CORRESPONDENCE

9.1 CAPALC –Catch up day for Clerk and Councillors

Details had been circulated to Councillors. The event was to take place on the 28th June 2019.

The Clerk would be attending.

9.2 LHI 2020/21

Cambridgeshire County Council had advised that they were not accepting applications with a submission deadline of the 4th August 2019.

10. PLAY AREA /RECREATION GROUND/CENTRE

10.1 Play Area weekly inspection

10.1.1 RoSPA Report 2019

The latest report had been circulated to Councillors. Cllr Gray had prepared a spreadsheet which summarised the points raised. Some of these points were queried because the Inspector had given a high marking because he could not see the mechanism due to sleeving, for example the zip wire. Cllr Gray agreed to go back to the manufacturer of the equipment and ask their view.

-Cllr Gray

A discussion then took place on the bird mess covering the equipment and it was suggested that it be washed down with a power washer. Cllr Gray had cleaned the equipment previously. A clean was usually carried out before the Village Fayre.

10.1.2 Update on agreed repairs to equipment

These repairs tied in with 10.1.1.

10.2 Recreation Centre Operational Issues

The Management Committee had met prior to the Parish Council meeting. There were no issues raised.

10.3 Recreation Ground

There were no issues reported.

10.3.1 Proposal for a Tennis Court –Quotations

This proposal was on hold for the time being until the future of the Recreation Centre was known. It was suggested that the proposal could be incorporated with the proposals for the future of the Centre at the Village Fayre.

11. UPDATE ON TRAFFIC/STREET FURNITURE11.1 MVAS Update

Cllr Williams queried the siting for the MVAS on Meeting Lane. The County Officer originally suggested that the sign could be mounted on the street lighting column but Cllr Williams did not think that there was enough room. It was suggested that the sign should be positioned on the South Street post next.

11.2 Traffic Flow Survey of One Way System

The Clerk reported that she had spoken to the County Highway Projects Manager who advised that a traffic survey would identify the numbers and types of vehicles. Cllr Pledger stated that she was not convinced this survey would be suitable as ideally details needed to be know of where vehicles were travelling from and to. She agreed to investigate companies who would be able to provide the information needed and report back.

-Cllr
Pledger

11.3 Privately funded Local Highway Initiative –Reduction in Bassingbourn Road speedLimit

As Councillors were aware the 2021//22 applications were invited. It had been advised to try again for the speed reduction on Bassingbourn Road. The Clerk suggested that she ask the Village College and Primary School for a letter of support to accompany the application. There was also the petition compiled in 2017. The application would be finalised at the next meeting.

-Clerk

11.4 Direction Signs for Village Hall and Recreation Centre

The Clerk reported that County Highways had advised that the signs had been overlooked but confirmed that they would be installed in September at the same time works in Bassingbourn were being carried out.

11.5 Visibility Mirror installation update

The Clerk advised that she was still waiting for a post to be installed by a contractor. Once this was in place the mirror could be fitted. She confirmed that the location of the post was on South Street opposite the Malting Lane junction.

11.6 Dog waste bin and installation update

The Clerk to find out when the bin would be installed.

-Clerk

The Chairman advised that all the cans of florescent spray paint had been used. Councillors agreed that they appeared to have helped with the dog fouling problem as when the spray was first used there was a lot more mess. It was agreed that a further supply be purchased.

-Clerk

11.7 Royston Road Nameplate

Cllr Gray had repaired the nameplate.

12. VILLAGE OPEN SPACES12.1 Xmas tree order –confirmation from SCDC Tree Officer of proposed tree species

Cllr Barlow had been in touch with the Tree Officer, who provided guidance on the tree, and had no issue with the species. Cllr Barlow had also spoken to two residents by the village green who had no concerns. It was agreed that Cllr Barlow progress the order with a view to the tree being planted in the Autumn.

-Cllr
Barlow

12.2 Wild Flower Planting

A discussion took place on species and where the flowers should be. Cllr Barlow was to speak to a Litlington resident who was involved with the Bassingbourn Conservation Group. It was also agreed to investigate boxes at the entrances to the village. This would be a separate agenda item for discussion at the next meeting.

12.3 Meeting Lane/Malting Lane Footpath

As reported at the AGM the nettles had been sprayed by Cllr Pledger and also the neighbouring resident. It was noted that the path was on the grasscutting schedule for the contractors.

13. PLANNING13.1 To consider Planning Applications –13.1.1 Planning Ref S/1568/19/FL

3 Royston Road –Two storey front and side extension

(Mr and Mrs Tansley)

Recommendation –Support

13.1.2 Planning Ref S/0403/19/FL (Amendment)

Site adjoining Fairholme, Bassingbourn Road –Change of use of agricultural land, demolition of barn and stables and construction of replacement barn for commercial use (Class B1) Additional Ecology Report

Councillors had no comments to make on the Ecology Report.

14. ANNUAL PARISH MEETING (Matters Arising)

14.1 Request for tree planting Royston Road –A505

This was a suggestion made by a parishioner at the Annual Parish Meeting on the 14th May 2019. Cllr Barlow expressed his concern over the suggestion adding that tree planting would be a safety issue plus the trees would need to be maintained. Councillors agreed that tree planting on this road would not be a good idea.

Cllr Cathcart reported that South Cambridgeshire District Council was trying to bring back the idea of a parish Tree Warden who looked after the trees in the whole village comprehensively. Cllr Barlow advised that he had discussed a survey with the company that carried out the recent tree work. It was agreed that a survey of all Parish Council trees would be a good idea. Cllr Barlow to get some quotations. -Cllr Barlow

15. FINANCES

15.1 Payment of Accounts

K BAKER

Recreation Centre cleaning May 2019	£108.00	
April 2019 arrears	£ 27.00	£135.00

LGS SERVICES

Internal Audit 2018/19 (inc. £19.00VAT)		£114.00
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BASSINGBOURN PARISH COUNCIL

Contribution towards stationery		£ 21.44
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CAPALC

Membership 2019/20	£298.11	
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General Data Protection Membership	£ 50.00	£348.11
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PLAYSAFETY LTD

RoSPA Inspection 2019 (inc. £23.50VAT)		£141.00
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TOTAL		£759.55
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PROPOSED Cllr Williams SECONDED Cllr Jones Agreed.

15.2 Internal Audit Report 2018/19

The report had been circulated to Councillors. This issues identified for attention were –

15.2.1 No Evidence of Employee Annual Review

It was agreed that an annual appraisal and review would be arranged with the Chairman. The Clerk to provide some background information. -Clerk

15.2.2 Asset List Values

This was an ongoing project. The asset values needed to be coordinated with the insurance values. The Clerk was progressing. -Clerk

16. COMMUNICATION WITH RESIDENTS

16.1 Emergency Plan

Cllr Gray had circulated a draft, compiled by the Working Group, to Councillors and the Clerk who advised that she had not seen it. He would forward again. Feedback was requested on the draft. -Cllr Gray

17. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION

17.1 Request for seat in wood

Cllr Williams reported that she had received a number of requests for the bench in Whitethorn wood to be repaired. Cllr Barlow agreed to follow up with the Woodland Trust as he was in contact with them over the fencing. -Cllr Barlow

17.2 Neighbourhood Watch

The Clerk was asked to add this to the agenda for the next meeting. Cllr Barlow stated that when putting the Parish Post together recently it was clear that there were road co-ordinators missing.

17.3 Recreation Ground External Electricity

Cllr Gray referred to the RoSPA report and that the electricity box on the fence needed attention. He suggested that this should be carried out by an electrician. Cllr Williams agreed to arrange.

*-Cllr
Williams*

18. DATE OF NEXT PARISH COUNCIL MEETING- 9th July 2019

There was no further business. The Chairman closed the meeting at 8.47 pm

Chairman

Date