

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 9th JULY 2019**

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

7.15 pm PARISH COUNCIL PLANNING MEETING

- 01. APOLOGIES FOR ABSENCE**
Cllr Jones, Cllr Bathmaker and Cllr Gray
- 02. TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA**
There were no interests declared.
- 03. OPEN FORUM**
There were no issues raised.
- 04. TO CONSIDER PLANNING/TREE APPLICATIONS**
4.To consider Planning/ Applications –
4.1Planning Ref S/1194/19/FL
The Old Bakery, Church Street –Proposed dwelling house (Amendment) Reduction in scale/height to proposed dwelling
It was noted that the height of the building had been reduced by one floor. There were still concerns over the close proximity of the proposed dwelling to the neighbouring boundary and this would be brought to the Planners attention.
Recommendation –Support with the comment regarding the boundary
4.3Planning Ref S/2004/19/FL
15 Royston Road –Single storey front extension
(Mr & Mrs King)
Recommendation –Support
- 05. OTHER PLANNING ISSUES**
There were no issues raised.

7.30 pm PARISH COUNCIL MEETING

- 01. CO-OPTION OF COUNCILLOR**
The Clerk was aware that there was one person interested in co-option. She suggested that as the co-option had not been fully advertised, and as there were only five members of the Parish Council in attendance, this be carried forward until the next Parish Council meeting on the 10th September 2019.
- 02. APOLOGIES FOR ABSENCE**
Cllr Jones, Cllr Bathmaker and Cllr Gray.
- 03. TO RECEIVE DECLARATIONS AND DISCLOSABLE INTERESTS RELATED TO ITEMS ON THE AGENDA**
There were no interests declared.
- 04. OPEN FORUM –Comments and observations from Members of the Public**
4.1 Recreation Centre refurbishment proposal
The Clerk reminded Councillors of the intention to have a display of proposals for the recreation ground site at the Village Fayre on the 13th July. Unfortunately, due to personal

circumstances, Cllr Gray would no longer be able to present the information on the day. The Management Committee would see how they could best promote the plans.

4.2 Other issues

4.2.1 Magpies Football Club

A member of the Magpies committee requested permission to place a 7x7 pitch on the recreation ground for mini soccer. The pitch would be placed between the 11 x 11 pitches and would involve the removal of the fixed goal posts and restoration of the area. Two mini soccer teams could then play on the pitches at the weekends through the football season. Access would also be needed to the toilets.

The representative confirmed that the new pitch would not affect the existing adult pitch. She added that the club had expanded and there was a lot of children from Litlington with additional children expected to join in the new football season. Councillors agreed that permission be granted. The Clerk to follow up in writing. -Clerk

The representative also advised that the club would be willing to send someone to the Recreation Centre Management Committee meetings. The Clerk to advise of the dates. -Clerk

4.2.2 Overgrown hedges

It was advised that there was a lot of shrubbery encroaching onto footpaths around the village. Councillors agreed to have a look around, highlight the offending shrubbery, with a view to a request being made to cut back during the Autumn. It was noted that there was an article in the Parish Post on overgrown hedges and this would be run again. -Cllrs

05. COUNTY AND DISTRICT COUNCILLOR REPORTS

5.1 District Council

Cllr Cathcart reported that a new Chief Executive had been appointed who he hoped would make a positive contribution to the council.

The District Council was still promoting exception sites so that was something parishes should keep in mind. Cllr Cathcart had attended a planning briefing on the next Local Development Plan. He added that this Plan would be difficult due to the number of challenges including climate change and zero carbon omissions, water supply and people were living longer. There was a change in society so the past Plan was not necessarily a guide to the future.

A discussion took place on the future water supply. Cllr Kindersley advised that Anglian Water had to confirm that they would make a provision for a water supply, and also foul water, for any planned developments.

The Chairman thanked Cllr Cathcart for his report.

4.2 County Council

Cllr Kindersley had circulated a report. He advised that there had been a lot of potholes filled in the area recently following the prioritising from the Local Highway Officer.

Steeple Morden Parish Council had received feedback on Hertfordshire County Council lack of action on the A505, from Sir Oliver Heald MP and Hertfordshire County Councillor Steve Jarvis. Cllr Kindersley suggested that it might be worth considering a meeting with them, Steeple Morden and Guilden Morden Parish Councils to discuss the situation with the road.

There was an issue across the district relating to pavement parking. The Police and Crime Commissioner was stating that the District Council should take responsibility but they could not as it was supposed to be self funding. This was a work in progress.

The main policing functions were to be moved out of Cambridge to Milton to meet demand. Cllr Kindersley had been told that there would still be a police presence in central Cambridge.

Cllr Kindersley was asked if he had heard anything further regarding the Sheen Farm development. He reminded the meeting that this was no longer under the County Council remit and was a separate Property Management Company.

The Chairman thanked Cllr Kindersley for his report.

06. APPROVE MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS

6.1 Parish Council Meeting 11TH June 2019

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

07. LIVE INITIATIVES/UPDATE ON RESOLUTIONS FROM LAST MEETING

7.1 Parish Council Facebook Page

Cllr Bathmaker and the Clerk had set up a Litlington Parish Council Facebook page which the Clerk was now investigating how to use to promote the council. -Clerk

7.2 (Internal Audit) Employee Appraisals

The Clerk to provide guidance to the Chairman on the appraisal for the process. An appraisal would also need to be carried out for the Litter Picker. -Clerk

08. CORRESPONDENCE8.1 Guilden Morden Invitation to meeting with Cambridgeshire Mayor

An invitation had been received from Guilden Morden Parish Council who had arranged a meeting with the Mayor on the 16th September 2019. Cllr Sharp expressed his interest in attending. Clerk to arrange.

8.2 Street Lighting Parish Energy Handover

A communication had been received from Cambridgeshire County Council advising that they would no longer be buying energy on the Parish Councils behalf and recharging at the end of the year. This meant that parishes would now need to set up new arrangements for procuring and paying for street lighting energy themselves. A copy of the lighting inventory was provided with guidance on how to proceed. The Clerk advised that she was meeting with other local Clerks and between them they hoped to be able to get a good deal. She would report back at the next meeting. -Clerk

8.3 Operation London Bridge

This operation related to the death of a Monarch. The Clerk reported that at recent training sessions, and also at the Clerk and Councillors CAPALC conference, the procedure for this operation had been discussed. Details of the discussion from the SCDC Liaison Meeting had been distributed to Councillors.

A discussion took place on the best place for a condolence book, and for people to lay flowers, and it was suggested that St Catherine's Church would be the most suitable. The Clerk was asked to circulate the SCDC notes to the representatives of the Chapel and Church so that everyone was aware of the process. It was also suggested that the suggested items for mourning be gathered and kept altogether in a box until needed. -Clerk

This would be an agenda item for discussion at the September meeting.

8.4 Greater Cambridge Local Plan-Workshop 17th July 2019

An invitation to a workshop on the 17th July 2019 had been received. This related to the plan for the future development in the district and would identify areas of land for development of homes, jobs and services. The Plan would also include policies against which all planning applications were considered. Cllr Gray had offered to attend on behalf of the Parish Council.

09. PLAY AREA /RECREATION GROUND/CENTRE9.1 Play Area Weekly Inspection Report

The inspections were continuing. Cllr Williams reported that the bin by the dug outs had been pushed out again as it was only installed on a minimum concrete base.

9.1.1 RoSPA Report 2019

Cllr Williams reported that she was waiting for a contractor to check and carry out a repair to the zip wire. Once this work had been done metal discs to cover the wood, which had deteriorated by strimming, would be investigated plus any other identified work.

9.1.2 Update on agreed repairs to equipment

There was no further update. Cllr Gray would be asked to report at the next meeting.

9.2 Recreation Centre Operational Issues

A committee meeting of the Management Committee was scheduled to take place before the September Parish Council meeting on the 10th September 2019.

9.3 Recreation Ground

The request for a 7 x 7 pitch was discussed and agreed under Item 4.2.1.

10. UPDATE ON TRAFFIC/STREET FURNITURE10.1 MVAS Update

Cllr Williams advised that the sign was to be erected on South Street next.

10.2 Traffic Flow Survey

Cambridgeshire County Council were unable to provide a traffic flow survey so companies that would provide the service were being investigated by Cllr Pledger. -Cllr Pledger

10.3 Update on support for LHI 2020/21 application

The Clerk had received a letter of support for the speed limit reduction on Bassingbourn Road from Bassingbourn Primary School and the Village College had also promised support. There

was also the petition to accompany the application. The Clerk was asked to liaise with Cllr Bathmaker as he had dealt with the previous applications. The deadline for submission was the 4th August 2019. -Clerk &
Cllr
Bathmaker

10.4 Direction Sign for Village Hall and Recreation Centre

As advised at the last meeting these were to be installed during September 2019.

10.5 Visibility Mirror and installation update

There was no further update on the installation of the post. It was suggested that the mirror could be attached to the five bar gate but this was considered too low.

10.6 Dog Waste Bin installation update

There had been no feedback from the District Council officer. Cllr Cathcart was asked to help follow up. -Cllr
Cathcart

11. VILLAGE OPEN SPACES

11.1 Wild Flower Planting

Cllr Barlow proposed that a working group be set up to work out what could be done and see what resources and manpower was available. An update on proposals to be made at the September Parish Council meeting.

11.1.1 Flower Boxes

These would be part of the working group remit.

11.2 Village Tree Survey

Cllr Barlow reported that this was ongoing. He was trying to establish which trees in the village were on Parish Council land. Cllr Pledger advised of two sources of grants for planting trees, for landowners and communities, and would forward the details to Cllr Barlow. It was noted that there was currently a dead tree on South Street and also Church Street believed to be on the County Council verge. -Cllr
Pledger

12. FINANCES

12.1 Payment of Accounts

K BAKER

Recreation Centre cleaning June 2019	£108.00
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CPRE

Membership 2019/20	£ 36.00
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CAMBRIDGESHIRE COUNTY COUNCIL

Contribution towards LHI 2018/19	£1562.00
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MRS G BILES

Litterpicking April –June 2019	£ 213.46
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MRS S WALMESLEY

Clerks Salary & Expenses 1/4/19 -30/6/19	£993.81
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HMRC

PAYE April –June 2019-07-03	£239.20
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LITLINGTON VILLAGE HALL

Hire of hall for meetings January –June 2019	£132.00
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MRS L WILLIAMS

Recreation Centre cleaning equipment	£41.84
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New keys for Centre	£35.25	£ 77.09
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TOTAL		£3361.56
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Agreed. PROPOSED Cllr Barlow SECONDED Cllr Pledger

13. COMMUNICATION WITH RESIDENTS

13.1 Adoption of Draft Emergency Plan

Cllr Barlow had commented on the draft which needed to be finalised by Cllr Gray, This would be carried forward to the next meeting. -Cllr Gray

13.2 Neighbourhood Watch

Cllr Barlow had noted gaps in information relating to village representatives of the Neighbourhood Watch when compiling the latest Parish Post. Cllr Bathmaker was the village co-ordinator and would be asked for an updated list of representatives. If he felt that an appeal should be made for more volunteers this could be added to the next publication of the Parish Post. -Cllr
Bathmaker

14. ANY OTHER BUSINESS FOR INFORMATION FOR URGENT CLERK ACTION**14.1 Whitethorn wood**

Cllr Barlow advised that he had reported the broken fencing to the Woodland Trust, and also the bench, but the response had not been that positive. It was believed that the bench was originally donated so was not the responsibility of the Trust. It was agreed that a replacement bench could be considered by the Parish Council and this would be an agenda item for the September 2019 meeting. The funding of the fencing could also be considered.

15. DATE OF NEXT PARISH COUNCIL MEETING- 10th September 2019

There was no further business. The Chairman closed the meeting at 8.40 pm

Chairman

Date