

**MINUTES OF THE PLANNING MEETING AND ANNUAL GENERAL MEETING OF
LITLINGTON PARISH COUNCIL HELD IN LITLINGTON VILLAGE HALL ON
TUESDAY 10TH MAY 2011**

PRESENT: Cllr Pipe (Chairman), Cllr Biles, Cllr Baker, Cllr Williams Cllr Claydon, Cllr Wiltshire,
Cllr Sharp, Cllr Edney
District Cllr McCraith, District Cllr Cathcart.
Members of the Public. 1

7.20pm PLANNING MEETING

- 01. APOLOGIES FOR ABSENCE**
Cllr Brown, County Cllr Mrs Oliver
- 02. TO RECEIVE DECLARATIONS AND PERSONAL AND PREJUDICIAL INTERESTS RELATING TO ITEMS ON THE AGENDA**
There were no declarations made.
- 03. OPEN FORUM**
There were no issues raised.
- 04. TO AGREE RESPONSE TO FOLLOWING APPLICATION**
Mr N Jones –Elmlea, 13 Silver Street –Extension to house incorporating existing garage to form additional living accommodation (S/0725/11) - *No Objection*
- 04. OTHER**
There were no other points made.

7.30pm PARISH COUNCIL MEETING

- 01. ELECTION OF CHAIRMAN**
Cllr Pipe opened the meeting and asked for nominations for Chairman. Cllr Claydon proposed Cllr Pipe which was seconded by Cllr Sharp. Cllr Biles then proposed Cllr Claydon who declined. There were no other nominations. All Councillors agreed that Cllr Pipe be elected. Cllr Pipe accepted the position.
- 02. APOLOGIES FOR ABSENCE**
Cllr Brown, County Cllr Mrs Oliver.
- 03. TO RECEIVE DECLARATIONS AND PERSONAL AND PREJUDICIAL INTERESTS RELATING TO ITEMS ON THE AGENDA**
There were no declarations made.
- 04. ELECTION OF VICE-CHAIRMAN**
The Chairman invited nominations for Vice-Chairman. Cllr Williams proposed Cllr Claydon, seconded by Cllr Baker. There were no other nominations. All Councillors were in favour. Cllr Claydon accepted the position.
- 05. MINUTES OF PREVIOUS MEETING**
Minutes of the meeting dated 12th April 2011, copies previously circulated, were agreed a true record and signed by the Chairman.
- 06. MATTERS ARISING**
ASHWELL STRET –The Clerk was urged to write to Mr Huffer regarding the uneven surface. -*Clerk*
RECREATION GROUND –Cllr Biles advised that a rather large area of turf had now been removed from the ground near the play area. Cllr Claydon had made enquiries relating to the missing barrier lock without success. It was agreed that the Chairman would purchase a new lock. -*Cllr Pipe*
PARISH POST –The Chairman advised that the delivery rota was being worked on for Councillor distribution.
FLY TIPPING –The Clerk reported that she had received an acknowledgement from Anglian Water

about the fly tipping which they would arrange to clear. They were also in the process of arranging for quotations to repair the damaged fence.

LIGHTS –Cllr Williams advised that there was still lights out in Malting Lane. She would pass on the details to the Clerk so that they could be reported.

-Cllr
Williams

07. CORRESPONDENCE

MALTING LANE TRAFFIC –Communication had been received through the website from residents of meeting Lane who were concerned over the excess speed of some vehicles passing their property. The Parish Council were asked if anything could be done to encourage drivers to slow down. The Clerk reported that Mr Jones, the webmaster, had advised the residents of the Speedwatch scheme which the Parish Council had tried to set up in the past. The residents had then offered their time if the scheme should go ahead. It was agreed that the Clerk would reply and invite the residents to the Annual Parish Meeting where traffic through the village would be discussed.

-Clerk

CHERRY TREE CLOSE –PCSO James Lynch had expressed concern over vehicles turning right out of the Close, onto Royston Road, where they had restricted sight of vehicles coming from the left. The hedge on the neighbouring property had been cut back as far as it could. PCSO Lynch suggested a mirror be installed on the opposite side of the road. A discussion on mirrors took place. There had not been any problems advised by residents. After further discussion it was agreed that the Clerk would advise PCSO Lynch that this had been noted and would be monitored.

-Clerk

RoSPA REPORT –The report was handed to Cllr Williams for information. It would be an agenda item for discussion at the next meeting.

FOR INFORMATION

CPRE FIELDWORK –April 2011

THE PLAYING FIELD 2011

AMBEROL –Advertisement

WOODBERRY –Advertisement

CLERKS & COUNCILS DIRECT –May 2011

ELECTION OF SUB COMMITTEES/WORKING GROUPS

GRASSCUTTING/HIGHWAYS –Cllr Pipe

DOG WARDEN –Cllr Edney

PLAYGROUND EQUIPMENT –Cllr Williams.

POLICE LIASON –Cllr Biles

RECREATION CENTRE –Cllr Claydon, Cllr Baker & Cllr Wiltshire

CEMETERY –Cllr Williams.

PLANNING –Cllr Pipe

VILLAGE HALL –Cllr Baker

PARISH PATHS –The Clerk advised that Mrs Murphy had offered to continue as Parish Paths Officer.

TREE WARDEN –Cllr Williams

WEBSITE –Mr Jones had offered to continue.

PARISH POST CHECKING –Cllr Biles, Cllr Brown & Cllr Pipe

SOCIAL SERVICES/MOBILE WARDEN –Cllr Brown, Mr Sharp and Mrs Bright

LITLINGTON TOWNLANDS CHARITY –Mrs Lorraine Baker, Mr Sharp and Cllr Biles were serving the third year of a three year term.

08. OPEN FORUM

There were no points raised.

09. COUNTY AND DISTRICT COUNCILLOR REPORTS

DISTRICT COUNCIL –Cllr McCraith advised that there had not been very much activity except the election. There was a new 80 page Gypsy and Traveller consultation document, produced by the Government, which was on the District Council website. The consultation ran until the 6th July 2011. The new parameters were not a lot different to the previous ones. The Parish Council were urged to respond. A formal consultation on proposed sites would be held in September 2011 with a final list of sites compiled in 2012. The District Councillors were then asked questions relating to District Council finance.

COUNTY COUNCIL –The Chairman read highlights from a written report submitted by Mrs Oliver. The County Council had a new Leader, Cllr Nick Clarke. Mrs Oliver believed that he would bring a clear commercial but realistic focus to the County Council.

A new scheme to revolutionise transport in Cambridgeshire could unlock tens of millions in investment. Cambridgeshire County Council were working on a cross authority partnership to see if public services could align their resources to boost local transport and business enterprise. Under a new County Council policy residents would get the power to change speed limits near their homes if they pay. This could pave the way for changes in speed limits which would normally fail the authority's criteria. Schemes would need to be advertised and people would have the opportunity to object. Any group which put in physical speed reduction measures would be responsible for the 'whole life' cost.

Contractors BAM Nuttall had completed the Guided Busway project and handed over the route to the County Council. The further work could now take place with a new junction funded by a Section106 agreement. 3.5 million trips a year were expected.

10. REVIEW OF INSURANCE SCHEDULE

The schedule and policy would be circulated to Councillors for a review at the next meeting.

11. JOINT VILLAGE FACILITY

The Clerk to arrange the meeting.

12. REPAIRS TO CHURCH WALL

The Chairman advised that he had received a quotation, based on the same specification as Mr Stephens, for £550. As this was a cheaper quote he had given the go ahead for the work to be carried out. The work had now started. Cllr Sharp expressed concern over the scaffolding which was being put up to repair the church tower. He was aware that it was being carried over the wall. It was stated that if there was any further damage caused to the wall, their contractor would be liable.

13. WAR MEMORIAL REFURBISHMENT

The Clerk to contact a stonemason to get a quotation on what needs to be done. Additional quotation, and possible a grant application, would then be sought.

-Clerk

14. VILLAGE NEWS MONTHLY FLYER

Mr Biles reported that to copy 350 A5 size sheets of paper (175 A4), would cost £8.75. A discussion took place on the regularity of the Parish Post with Cllr Sharp suggesting that there were additions in March, May, July and November. The flyer could then be prepared for April, June and December and, for distribution with the Prospect, would have to be with Mr Harris by the 28th of the month. The editorship and content was then discussed. Cllr Wiltshire offered to prepare the first flyer.

*-Cllr
Wiltshire*

15. ANNUAL AUDIT 2010/2011 AGREEMENT OF ACCOUNTS AND STATEMENT OF ASSURANCE

A copy of the Annual Governance Statement and Statement of Accounts was copied to Councillors. It was agreed that the answer to the questions was 'yes' in every case. The statements were signed by the Chairman and Clerk. The Clerk then reported that the internal audit had been completed a report from the internal auditor would follow.

16. PAYMENT OF ACCOUNTS

E-ON

Recreation Centre electricity (inc. £97.01VAT)	£582.06
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VIKING DIRECT

Stationery (part to be reimbursed by Steeple Morden PC)(inc. £14.02 VAT)	£ 84.13
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CAMBRIDGE WATER COMPANY

Recreation Ground water rate 1/11/10-30/4/11	£ 22.07
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AON LTD

Renewal of insurance premium	£1418.37
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PLAYSAFETY LTD

RoSPA Inspection 2011 (inc. £17.40VAT)	£ 104.40
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R G OLIVER & SON

Recreation Ground hedge cut (inc. £21.60VAT)	£ 129.60
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MRS L WILTSHIRE

Re-imburse for Royal wedding tea party	£270.80
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MRS C BRIGHT

Re-imburse for royal wedding tea party	£128.57
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TOTAL £2740.00

PROPOSED Cllr Williams SECONDED Cllr Sharp

The Chairman thanked Cllr Wiltshire and Mrs Bright for their efforts with the successful royal wedding tea party for the children. It was a great success.

17. VILLAGE GREEN TREES –Cllr Wiltshire advised that the trees needed some attention. Cllr Williams to look at what needed to be done and report back. *-Cllr Williams*
- VILLAGE FAYRE- The Village Fayre committee agreed that a Fayre would not be held in 2012. Instead an event would be incorporated with the diamond jubilee celebration. A meeting in the village was to be held on the 30th June to discuss further. Pressure on hiring attractions would be high so plans should be put in place as soon as possible.
18. **DATE OF NEXT MEETING** –Tuesday 14th June 2011

The Chairman closed the meeting at 9.15pm

Chairman

Date