

**MINUTES OF THE MEETINGS OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 12th JULY 2011**

PRESENT: Cllr Pipe (Chairman), Cllr Baker, Cllr Biles, Cllr Claydon, Cllr Wiltshire, Cllr Edney, Cllr Sharp

County Cllr Mrs Oliver, District Cllr Cathcart, District Cllr McCraith

Members of the Public: 4

7.30pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Williams, Cllr Brown

02. TO RECEIVE DECLARATIONS AND PERSONAL AND PREJUDICIAL INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations made.

03. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting dated 14th June 2011, copies previously circulated, were agreed a true record and signed by the Chairman.

04. MATTERS ARISING

PLAY EQUIPMENT –The Chairman confirmed that he had tightened the zip wire, as per the instructions, and it was the tightest it could go. He would try again in the next couple of months. Concerns were raised over the number of older children in the play area and over intimidation for the younger ones. There were worries that the equipment was being abused. Cllr Wiltshire stated that the area was an attraction at the moment because it was new. She felt this would pass as the same happened in Whaddon. A discussion on notices for the play area took place. The Clerk agreed to seek guidance from ROSPA on wording.

-Clerk

HOUSING NEEDS SURVEY –Cambridgeshire ACRE had confirmed that the surveys would be out in the village during the next few weeks. Cllr Sharp expressed concern over the waiting list for some parishioners in need of accommodation. Cllr Cathcart explained the process of bidding for advertised vacant properties. He also explained that Housing Associations, with affordable housing, worked from the District Council waiting list. The Chairman stated that the housing needs survey would identify people with a local connection needing housing. For new schemes, however, the rent was now set at 80% of the market level which was more than District Council rents. A brief discussion took place on shared equity where it was stated that it was not that much easier as both rent and a mortgage had to be paid. Cllr McCraith confirmed that most of the local affordable housing was rented.

MALTING LANE VERGE –It was believed that the bush had now been removed by the neighbouring resident, but there were still concerns over the erosion of the adjacent verge. Cllr Sharp advised that all along Malting Lane there were a lot of overgrown hedges over the grass verge. This was a problem which added to the flooding problem in the Lane. A discussion took place on this and the Clerk was asked to remind the Highway Supervisor, who had advised that the flood prevention work was on a list of jobs. Cllr Sharp and Cllr Biles also agreed to find out which of the hedges were causing concern and the Clerk would then write and ask for them to be cut back.

*-Cllr
Biles,
Sharp &
Clerk*

05. CORRESPONDENCE

CCC Street Lighting PFI Project –Cambridgeshire. A letter had been received from Chris Capps, the Head of Transport Asset Manager, updating the Parish Council on the PFI credits from Government to replace about 80% of the street lighting in Cambridgeshire over the next five years. One of the significant benefits of the programme was that all lighting would be able to change to a modern specification, moving from yellow light to white, giving better colour rendition and helping with community safety. In line with the Localism Agenda, Mr Capps was consulting to see if parishes wanted to vary some of the elements listed in the proposals which were circulated. He added that this was an early warning for decisions he would be asking parishes to make. If it was decided to vary any of the proposals there would be an increased cost to support the decision. Mr Capps concluded his communication by advising that costings would be provided in the next letter when he would ask for Parish Councils to advise him of their decision.

Cllr Oliver advised that there was going to be a grading and the Parish Council might want to consider the style of replacement lamps. She was asked whether there would be the option of selective lighting

Clerk

and she agreed to check with the officers. Cllr Sharp suggested that when more information was known Councillors should walk around to look at the existing lights, and what may be required, in the dark. The Clerk was asked to put 'Street Lighting' on the agenda for the October 2011 Parish Council meeting.

LITLINGTON PRE-SCHOOL –Request for a clothing bank. This was a recycling bank, similar to that of a bottle bank, which would be emptied weekly by the pre-school. Councillors were advised that there was a similar bank at the recreation ground in Steeple Morden.

Concern was raised over the fire risk. It was confirmed that all boxes were fireproof and insured by the collection company. The clothing would be removed by the Pre-School and collected by car. There were no large lorries involved. After further discussion Councillors agreed that the clothing bank could be installed. The village hall committee would have to liaise with the Pre-School regarding the location. Clerk to advise Pre-School.

-Clerk

MRS T FRASER, The Old Vicarage –Request for Tree Work. This was agreed. Clerk to return the form.

The Clerk advised that she had applied to the District Council for permission to remove two evergreen trees, one in the front and one at the back of her property on South Street. Permission was required as the house was within the conservation area. As the next meeting would not be held until the 13th September, and she had arranged for a tree contractor on the 1st September, she asked for the decision of the Parish Council to be delegated to the Chairman once the paperwork was received. This was agreed.

FOR INFORMATION

BARCHAN Tree specialists –Brochure from SCDC handed to conservation group

SUTCLIFFE PLAY –Advertisement

CLERKS & COUNCILS DIRECT –July 2011

SCDC –Election of Parish Council member to Standards Committee

06. OPEN FORUM

The meeting was closed between 8.15pm and 8.40pm for public discussion.

BROOK ROAD HEDGE –It was advised that the hedge from On Set was overhanging the footpath. The Clerk confirmed that she had written to the site owner in the past about this. It was agreed that she would do so again and Cllr Oliver would follow up with the Highway Supervisor. Cllr Oliver confirmed that she had spoken to the Highway Director again about the pathway to Bassingbourn and the importance of getting it cut back.

*-Mrs
Oliver &
Clerk*

NEW CLOSE GRASS –Concern was raised over the lack of grasscutting outside 17 and 19 New Close. It was stated that this grass had never been cut. It was believed to be on the District Council contract. The Clerk to write to the Housing Officer and ask for confirmation that the area was on their list, and also raise concerns that it might become a public health issue. Councillors were advised that there were also issues with three overgrown gardens which the Housing Officer was aware of. They were now waiting for contractors to quote for the work. Residents were concerned over the delay as there were mice running around in the grass. The Clerk was asked to include these concerns in her letter.

-Clerk

GRASS BEHIND ABINGTON PIGGOTTS ROAD BUNGALOWS –The grass had again not been cut. The Clerk to bring this to the attention of the Housing Officer.

-Clerk

CHAPEL CLOSE PATH –Shrubbery from the bungalows was causing an obstruction on the pathway between the Chapel garden and the bungalows. The Chapel had cut their side back. Clerk to include this in the Housing Officer's letter.

-Clerk

PLAY AREA HEDGEROW –It was reported that the hedgerow needed attention as it was overgrown. There was also a hawthorn bush there. The Chairman confirmed that he had trimmed the shrubs back recently but would look again.

-Cllr Pipe

NEW PLAY EQUIPMENT –Councillors were thanked for arranging the installation of new play equipment. They were reminded that when the original play area was set up, a lot of hard work by parishioners went into fundraising for the equipment. Some of this equipment had been painted but the equipment with wood, including the wooden fencing, had been left. It was stated that the Parish Council should maintain this. A working party was to be set up of parents and parishioners to paint the wood on the 24th July. A discussion took place again on the zip wire. It was stated that it did not move as freely as the same equipment in Whaddon and Guilden Morden. The Chairman was urged to speak to the manufacturer, which he agreed to do. Finally it was pointed out that there was a lot of rubbish in the play area including shredded cans, when visited on Tuesday afternoon. The Chairman confirmed that he had also cleared a lot of rubbish on Monday afternoon.

-Cllr Pipe

07. MINUTES AND REPORTS FROM MEETINGS

RECREATION CENTRE –Minutes of the meeting held on 22nd June 2011 were copied to Councillors.

Recreation Ground Barrier –One quotation had been received from a local contractor, Mr Eversden, for 2 replacement posts on the barrier, and one replacement post on the fence. This was priced as £242.00. It was agreed that Mr Eversden be asked to carry out the work. Clerk to arrange. A discussion then took place on the keys to the barrier. There was only one full set of keys which the Clerk held. It was agreed that the Booking Secretary should also hold a full set and this would be arranged.

-Clerk

Recreation Centre Roof –A contractor from Balsham Buildings would be looking at the work required on Friday 15th July at 11am.

JOINT VILLAGE FACILITY –There was no further update.

QUEENS DIAMOND JUBILEE CELEBRATION –Cllr Sharp reported that a meeting had been held on the 30th June 2011 where it was decided that a celebration would replace the village Fayre in 2012. This would be a fun day for the village with games and floats. Lisa Wiltshire and Marjorie Baker had volunteered to act as Secretaries and Peter Ridgeway as Treasurer. Cllr Sharp added that more people needed to be involved. Cllr Baker would be putting an item in the next Parish Post. Councillors agreed that they were happy for the committee to progress. The next meeting would be held on the 8th September 2011.

08. COUNTY AND DISTRICT COUNCILLOR REPORTS

COUNTY COUNCIL –Mrs Oliver reported that the County Council were moving into an analysis stage looking at all aspects of transport to see if services were worth running on a franchise basis. The joint working with Northamptonshire County Council was progressing well. There were six Southern Cross Care Homes in the county which were all in east Cambs and Fenland. These would continue to be run and people would not be at risk.

Cllr Sharp asked why a nominal fee for a bus pass was not charged for the over 60's. Cllr Oliver confirmed that this had been discussed with the Highway Director but was not possible.

DISTRICT COUNCIL –Cllr McCraith advised that there was a meeting the following week. Cllr Cathcart reported that the District Council had set up a group to look into sheltered schemes. They were trying to look at the way the council addressed the needs of older people. Some of the funding was from the County Council community care budget. Cllr Sharp stated that grants had been cut to the Mobile Warden Scheme run in the village.

09. SCDC COMMUNITY PRIDE AND VILLAGE AWARD

There were no names put forward.

10. ROSPA REPORT 2011/REVIEW OF RISK ASSESSMENT

The Chairman gave a summary of the RoSPA report which did not require any urgent action. He was in the process of adding the new play equipment to the weekly inspection sheets. The Clerk advised that, as Cllr Williams had also agreed to carry out the recreation ground checks, the sheets could be kept together in a folder. The inspection sheets would be checked at each Parish Council meeting so that any problems could be investigated. The Chairman then expressed concern over the links on the play structure bridge. He felt that if larger youths continued to use the equipment they may break. It was agreed that the Chairman would get a quotation for the repair.

*-Mr Pipe***11. REVIEW OF INSURANCE SCHEDULE**

The Clerk confirmed that the new play equipment was now listed on the schedule with an additional premium of £242.45. She suggested that a review of all assets take place in February 2012 so that quotations from different insurance companies could be sought in time for the renewal date of 1st June 2012. This was agreed.

12. WAR MEMORIAL REFURBISHMENT

As requested a quotation had been received from the stonemason, Hibbitt and Son for the repair to the memorial. A quotation for cleaning had also been provided. Councillors agreed that the memorial should be preserved and a discussion took place on whether it should be cleaned. It was agreed that more quotations be sought so that a decision could be made. The Clerk would also see if there was a possibility of a grant towards the repair from the District Council.

-Clerk

13. MEETING WITH HIGHWAY OFFICER TO DISCUSS SPEED AND ROAD MARKINGS

A meeting had been arranged with Karen Lunn, on Tuesday 26th July 2011 at 8am. To meet at the junction of South Street, Bassingbourn Road and Meeting Lane.

14. ABINGTON PIGGOTTS ROAD FOOTPATH

Cllr Cathcart had looked at the area and believed this was a highway issue. A discussion took place on the exact location where there were problems with the path. It was advised this was on the corner of Church Street and Abington Piggotts Road. There was also a problem with the footpath outside number 6. Both of the problems were on highway land and so the Clerk was asked to contact the Highway Supervisor.

*-Clerk***15. SALT BOXES**

The Clerk confirmed that she had reserved a box for the village hall verge. She had been told that the salt would only be replenished by the Council if it was for the use of everyone and not just village hall customers. Councillors confirmed that it would be.

16. VILLAGE GREEN

Kerbing –The kerbing at had been put back in place. A more permanent deterrent would be discussed at the next meeting.

Trees –Cllr Williams was to look at the trees. Councillors agreed that there was quite a lot of work to be done on trees on the green and around the village. Cllr Biles stated that the work required was more than a working party could do. This would be on the agenda again for the September meeting where a specification would be drawn up for a contractor to quote.

17. CLUNCH PIT PROBLEMS

Cllr Baker reported that there had been a lot of motorbikes around the clunch pit area. Some fencing had also been damaged there. As the area was owned by the District Council and Parkers Farms, Cllr Cathcart agreed to follow up.

*-Cllr
Cathcart***18. PAYMENT OF ACCOUNTS****MR A PIPE**

Re-imb for recreation centre sockets £ 9.00

MR A BILES

Re-imb for village flyer copies (inc. £1.45VAT) £ 8.75

FENLAND LEISURE PRODUCTS LTD

Play equipment provision and installation (inc. £4594.83VAT) £27568.97

STEWART BULLARD

Grass cutting April -June 2011 (inc. £98.25VAT) £589.50

Recreation Ground pitch cut 12/4/1 & Entire area 13/5/11 (£29.00VAT)£174.00 £ 763.50

TRUE BLUE LTD

Recreation Centre cleaning June 2011 £ 100.00

MRS G BILES

Litter Picking April–June2011 26 hours £ 158.60

MRS S WALMESLEY

Clerks Salary & Expenses 1/04/11 -3/06/11

3 mths @ £340.45 (SCP 25) £ 1021.35

Postage £ 10.47

Telephone etc. £ 3.90

Mileage for internal audit 2010/1

(shared with Bassingbourn & Arrington) £ 12.12 £1047.84

Less PAYE £204.27 £843.57

INLAND REVENUE

PAYE 1/04/11-30/06/11 £204.27

LITLINGTON VILLAGE HALL

Hall hire for meetings January-June 2011 £147.50

AON

Additional premium for new play equipment £242.45

TOTAL £30046.61

PROPOSED Cllr Sharp SECONDED Cllr Baker

19. AGREEMENT OF EXPENDITURE FOR INCLOSURE MAP

Cllr Biles advised that he had been trying to get a reasonable price for framing the map. He now had a verbal quotation of £80.00. Councillors agreed that he give the go-ahead.

*-Cllr
Biles*

20. POLICE PANEL MEETING-Cllr Biles reminded Councillors that he would be unable to attend the next meeting on the 19th July 2011 at Bassingbourn Village College. He urged someone to attend in his place.

EXTRA PLANNING MEETING –The Clerk advised that a planning application had been received which needed to be responded to by the 27th July 2011. It was agreed that a planning meeting would take place in the village hall on Monday 25th July at 7.30pm. The Clerk to arrange.

-Clerk

21. DATE OF NEXT PARISH COUNCIL MEETING –Tuesday 13th September 2011

The Chairman closed the meeting at 10.00 PM

Chairman

Date