

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 14th JULY 2009**

PRESENT: Cllr Murphy (Chairman), Cllr Baker, Cllr Biles, Cllr Sharp, Cllr Brown (part), Cllr Williams, Cllr Pipe
County Cllr Oliver, District Cllr Cathcart, District Cllr McCraith
Members of the Public: 0

7.20pm PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Claydon

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

There were no interests declared.

03. TO AGREE RESPONSE TO FOLLOWING APPLICATION

Mr & Mrs Greenwood -1 The Cottages, Royston Road –Alterations and extension to provide dining room and 2 bedrooms following demolition of single flat roofed extension
(S/0366/09/LB & S/0358/09/F)

*-No
Objection*

7.30pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Jones, Cllr Claydon

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 9th June 2009, and the Planning Meeting dated 23rd June 2009, copies previously circulated, were agreed a true record and signed by the Chairman.

04. MATTERS ARISING

INCLOSURE MAP –The Chairman advised that she was now in receipt of 3 copies of the map on one CD. The map could now be printed and she suggested this should take place after the next edition of the Parish Post, and then once demand was known, prices could be sorted out.

VILLAGE FAYRE AND NEWSLETTER –Cllr Sharp suggested that the publications be sent out separately in 2010. There were four publications distributed together this year and he thought that was too many for people to take notice of. He suggested that the Parish Post could go out with the June Prospect and the Village Fayre leaflet with the July edition. It was stated that in 2010 a lot more information would be available on the website.

THE OLD BAKERY PLANNING APPLICATION –Mr Cathcart advised that the application had been refused by the District Council broadly on the grounds identified by the Parish Council.

AIRCRAFT MOVEMENTS –A letter had been received from Mr Adrian Tofts, the County Development Strategy Manager, stating that they had received similar complaints from others. The County Council had written to NATS urgently requesting copies of the electronic routing maps for aircraft movements for the first part of the year and for comparable periods in 2007 and 2008. This would enable them to determine the extent of any increase in aircraft activity over the area and would help to formulate a response to the Civil Aviation Authority. Mr Tofts would let the Parish Council know as soon as he had further information. It was stated that some people in the village were monitoring the movements and some aircraft were flying over regularly from 7am until midnight. Cllr Oliver suggested getting together a Councillor from each of the local councils to share information. Cllr Pipe agreed to represent Litlington. Cllr Oliver to liaise with the parishes.

VILLAGE WALK –The Chairman advised that the walk had been held with Mrs Wroot and had been hugely informative. It was agreed that the Clerk would write a letter of thanks.

*-Cllr
Oliver &
Cllr Pipe*

-Clerk

05. CORRESPONDENCE

GYPSY AND TRAVELLER CONSULTATION –This was taking place between 10 July to 9 October 2009. A meeting was to be held at the District Council offices on Thursday 30 July 2009, 6-8pm. Cllr Sharp advised that a site in Spring Lane had been identified, with a site on Bassingbourn Road considered and rejected. All sites were included in the consultation to enable views to be submitted on whether the Parish Council, or parishioners, agree or disagree with their rejection. Cllr Sharp expressed his concerns that if it was decided not to go ahead with the Spring Lane site, other sites would have to be found. Cllr Cathcart advised that he was given only one hour's notice of this document and felt that the District Council officers should have let the members know. He added that officers had been working on this for the past 18 months. All sites were on County Council land. This would be discussed in full at the next Parish Council meeting, so that a response to the consultation could be made.

FOR INFORMATION

CAMBRIDGESHIRE ACRE –Community Action Summer 2009

CCC –Position statement –Children's Centres Development in Cambridge

CPRE –Annual Report 2008/09

CLERKS & COUNCILS DIRECT –July 2009

SMP Advertisement

SCDC HOUSING FUTURES –Result of housing ballot

CPALC –Outline of service level agreement

THE PLAYING FIELD –Summer 2009

06. OPEN FORUM

There were no members of the public in attendance.

08. COMMITTEE REPORTS

VILLAGE FAYRE –Cllr Sharp reported that the Fayre which had been held on the 11th July went off well although takings were down. Quite a few motorbikes were not there but that was probably due to the rain. The committee were hoping to meet within the next two weeks. He added that it was a good day overall.

RECREATION CENTRE –Cllr Sharp then reported that a meeting of the management committee had been held on the 10th July 2009. The football club had expressed concern over their contribution towards the new goal posts. The committee decided that as the club would not be getting the £10 for the use of the nets etc. from September 2009, as the new posts and nets would be in place and technically owned by the Parish Council, the £10 per game would be set off against the football club contribution for one year. Applications were now being submitted for a grant.

RECREATION GROUND**MULTI PURPOSES SURFACE PROJECT UPDATE**

Cllr Jones was looking at avenues of funding. There would be a report at the next meeting.

RoSPA REPORT

Cllr Biles had been through the report and highlighted action points. He stated that there had not been a lot of change over the last twelve months and there were no urgent actions. A discussion took place on remedies in the past. Cllr Sharp suggested that if the Parish Council were going to look at spending money on repairs, maybe it would be an idea to replace some of the items. After further discussion it was agreed that a working group meet on Wednesday 19th August 2009, at 4pm to look at the RoSPA report in conjunction with the draft equipment inspection form. In the meantime Cllr Pipe and Cllr Biles volunteered to carry out some repairs on the big swings.

*-Cllr
Pipe &
Biles*

EQUIPMENT INSPECTION FORM

A draft had been prepared and copied to Councillors. This would be discussed at the meeting on the 19th August.

CAR PARK BARRIER

The barrier had been installed and needed some padlocks which Cllr Biles agreed to arrange. The area in front of the barrier also needed to be marked out to stop parking. Cllr Sharp advised that emergency access was discussed at the Recreation Ground committee meeting.

VILLAGE HALL

VILLAGE HALL –Cllr Williams advised that the kitchen was to be painted. There was a chance of a District Council grant of 20% -30% towards the disabled toilet project. The Parish Council needed to complete part of the grant application. A discussion took place on the Parish Council funding of the toilet and the tea machine. It was agreed that as the Parish Council would contribute to the toilet, and as they had purchased the boiler and were in the process of purchasing a replacement oil tank, they

*-Cllr
Williams*

would not fund the purchase of the tea machine. Cllr Williams was asked to obtain three quotations for the toilet for presentation at the next Parish Council meeting.

VILLAGE HALL TEA MACHINE

This was covered under the discussion on the Village Hall report.

08. COUNTY AND DISTRICT COUNCILLOR REPORTS

COUNTY COUNCIL –Cllr Oliver advised that she had recently been elected Chairman of Cambridgeshire County Council. She added that this would not change anything she was currently doing locally. She then advised that there had been a meeting with the County Cycleway Officer who had agreed to put the upgrading of the cycle path to Bassingbourn on the list for funding although the cost would be enormous. Cllr Oliver had, on a suggestion by the officer, asked the Highway Maintenance officer if the grass could be scraped back. This was now on order. A discussion then took place on cycleway funding. Cllr Oliver advised that most money was spent on cycle routes in Cambridge as they met with the criteria.

DISTRICT COUNCIL –Cllr Cathcart stated that there was still the question of affordable housing in Litlington. He suggested that with the Housing Futures out of the way that this could be re focused. He volunteered to find the relating paperwork.

*-Cllr
Cathcart*

09. FOOTPATH/CYCLE PATH TO BASSINGBOURN

This was covered under the County Council report.

10. VILLAGE CAGE

The Chairman and Clerk had met with the District Council Conservation Assistant Barbara Clarke to discuss work needed on the building. A letter had been received from her advising that in 2004 the District Council gave a grant towards the cost of brick repairs and the application of brushing tar to the roof. Colleagues were of the view that the current deterioration was due to a lack of maintenance and that if the roof had received regular applications of brushing tar, perhaps on an annual basis, then the deterioration would not have occurred. Regular applications would result in a build up of tar that would protect the surface in the long term. Mrs Clarke suggested that a further three coats of brushing tar should be applied and the condition of the roof monitored on an annual basis.

Cllr Sharp suggested that there were other products that could be used. The Chairman had found an address of a supplier of coal tar which might be a more substantial product. It was agreed that Councillors would get a list of tar products and places they could be purchased from to see if there was an alternative.

-Cllrs

11. COUNCILLOR TRAINING FOLLOW UP

The Chairman suggested that following discussions at the recent training session on the Code of Conduct, Councillors should update their Declaration of Interest Forms as they had not done so since the election in 2006. The Clerk would arrange for the forms to be available at the next meeting. Cllr Sharp and Cllr Baker asked if they could have a copy of the notes distributed at the training session which the Councillors that attended would arrange. The Clerk to arrange a further training session in October 2009.

*-Cllrs &
Clerk*

12. PARISH COUNCIL RISK ASSESSMENT

The Clerk had prepared a draft which the Chairman asked Councillors to study for the next meeting. Any amendments could be made then before the document was adopted.

13. DISTRICT COUNCIL HOUSING FUTURES EXPENDITURE

Cllr Sharp had prepared a draft letter expressing concerns at the expenditure on the exercise. This had been copied to all Councillors. It was agreed that Councillors add their additions/amendments and the final version sent to the District Council.

*-Cllrs &
Clerk*

14. MOBILE WARDEN SCHEME DONATION 2008/09

It had been advised at the last meeting that there was a shortfall in funds. It was also advised that the donation for 2008/09 had not been made because at the time it was believed there were adequate funds held. Cllr Brown asked if the Parish Council would consider making that donation retrospectively. It was proposed by Cllr Pipe, seconded by Cllr Williams that the £400 be paid now. All Councillors in agreement. Cllr Brown confirmed that the membership fees had been increased to £3.50 per week.

15. PAYMENT OF ACCOUNTS**BASSINGBOURN PARISH COUNCIL**

Cheque deposit in error		£ 7.50	
CPALC			
Parish Councillor Training 16/6/09		£350.00	
LITLINGTON VILLAGE HALL			
Hall hire January –June 2009		£126.00	
HALES PRINTERS			
250 Dog Fouling leaflets		£ 14.00	
CPRE			
Membership 2009/10		£ 29.00	
NICK GOLDMAN			
Parish Post Printing		£ 28.00	
MRS G BILES			
Litter pick April –June 09 26 hours		£143.00	
MRS S WALMESLEY			
Clerks Salary & Expenses 1/4/09 -30/6/09			
3 mths @ £335.91 (SCP 25)	£ 1007.73		
Arrears July06-March09	£ 323.00		
Postage	£ 9.81		
Telephone etc.	£ 5.00		
Mileage (Audit Caldecote) shared with BPC	£ 18.18	£1363.72	
Less PAYE £266.15			£1097.57
INLAND REVENUE			
PAYE 1/04/09-30/06/09			£266.15
CAMBRIDGESHIRE COUNTY COUNCIL			
Copying of enclosure map (inc. £5.22VAT)			£40.00
TOTAL			£2101.22

Cllr Sharp stated his objection to the agreement of these accounts because he did not agree that an ex-gratia payment should be made to the Clerk. The Chairman stated that the payment was fully discussed, voted on and carried, at the meeting on the 12th May 2009 when the Clerk's salary review took place.

Cllr Pipe then proposed the accounts be agreed, seconded by Mrs Baker with 5 Councillors in agreement and one against.

- 16. NEIGHBOURHOOD POLICE PANEL MEETING** – Cllr Biles advised that he would be attending the meeting on the 21st July 2009. He was asked to report vehicle speeds of some of the 4x4 cars between Litlington and Bassingbourn. It was suggested he request speed checks or a speed analysis. Cllr McCraith also suggested he could speak to Vic Nickson, Bassingbourn Speedwatch co-ordinator.
- HIGHWAY SIGNS** –It was advised that the signs were still on Royston Road following the recent resurfacing. Clerk to ask for their removal.

*-Cllr
Biles*

-Clerk

OVERGROWN SHRUBBERY –There was a problem with an overgrown tree at the Barnyard on Meeting Lane, which was pushing the wall out. This could become a hazard. Cllr Sharp also reported that there was a problem with the height of the hedge at Home Farm. He was having difficulty getting his vehicle out due to the visibility. He had spoken to the owners of the house. It was suggested that he should seek advice of the Highway Supervisor.

CHURCH STREET BUNGALOWS –Cllr Baker reported that grass at the back was again overgrown. Cllr Cathcart agreed to report this to the District Council during his next visit.

*-Mr
Cathcart*

17. DATE OF NEXT PARISH COUNCIL MEETING – 8th September 2009

The Chairman closed the meeting at 9.40 PM

Chairman

Date