

**MINUTES OF THE MEETING OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 9th JUNE 2009**

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

7.20pm PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Williams, Cllr Pipe

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

R K Print Ltd –The Old Bakery, Church Street –Total demolition of the bakery and two adjacent workshop/offices/store buildings
(S/0584/09/CAC).

To demolish ‘The Old Bakery’ would be detrimental to the character of the village. The Parish Council feel a second opinion should be sought on the condition of the building before such an important part of the village was removed.

R K Print Ltd –The Old Bakery, Church Street –2 Dwellings with Garages
(S/0503/09/F)

Irrelevant due to the objection raised on S/0584/09/CAC)

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Objection

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No comment

7.30pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

Cllr Williams, Cllr Pipe

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 12th May 2009, and the Planning Meeting dated 26th May 2009, copies previously circulated, were agreed a true record and signed by the Chairman. The minutes of the meeting held before the Parish Council meeting on the 12th May 2009, to discuss the pay review of the Clerk, were also agreed.

04. MATTERS ARISING

INCLOSURE MAP –The Chairman advised that she would be going to Shire Hall, on the 8th July 2009, to arrange for the map to be scanned.

TRAINING –Councillors were reminded that a training session had been arranged for the 16th June 2009, 7pm in the village hall. Cllr Sharp and Cllr Baker would be unable to attend.

PARISH COUNCIL INSURANCE –The Clerk advised that Allianz had agreed a premium of £1203.18, with an excess of £125. This was a reduction in their original premium request of approximately £200.

INTER –ACTIVE SIGN –The sign had been reported to the County Council as it was not working. An e-mail had been received from the Traffic Signals Lead Technician, Daniel Downes, stating that the County Council did not have the sign on their records and were looking into this. Once they knew more they would get contractors out to repair it. Cllr Claydon gave Cllr Oliver a copy of the e-mail.

05. CORRESPONDENCE

CAMBRIDGESHIRE ACRE –Service User Survey. The Chairman agreed to complete.

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*Cllr
Murphy*

FOR INFORMATION

CCC Land at Station Quarry, Steeple Morden for OMYA UK Ltd. Proposed extensions to quarry for the extraction of chalk and restoration to chalk grassland and woodland to enhance biodiversity.

Planning permission granted subject to conditions

STANDARDS COMMITTEE NEWSLETTER –Spring 2009

CPRE FIELDWORK –June 2009

SUTCLIFFE PLAY –Advertisement

PPP –Grant of £25.00 towards Rights of Way Work

H M REVENUE & CUSTOMS –Information on reclaiming VAT

PARRS –Advertisement

D W LIGHTING –Lighting contractor

Cllr Sharp expressed his concerns over the length of time the monthly correspondence pack was taking to circulate. Councillors agreed that it should now only be kept for two days and then handed to another Councillor on the circulation.

06. ELECTION OF COMMITTEES

Councillors volunteered for the following committees:-

HIGHWAYS –Cllr Pipe

DOG WARDEN –Cllr Murphy

PLAYGROUND EQUIPMENT –Cllr Williams. It was agreed a tick list should be compiled for each item of equipment in the play area and big swings. This would make the check easier to record. The Clerk to provide a draft for discussion at the next meeting.

-Clerk

POLICE LIASON –Cllr Biles

RECREATION CENTRE –Election of representatives for this committee were discussed under Item 07.

SOCIAL SERVICES/MOBILE WARDEN –Cllr Brown and Cllr Sharp/Clerk.

CEMETERY –Cllr Williams. Cllr Claydon volunteered to monitor the cemetery if Cllr Williams felt she had too many responsibilities.

PLANNING –Cllr Pipe

VILLAGE HALL –Cllr Baker

PARISH PATHS –Cllr Murphy

TREE WARDEN –Cllr Jones

LITLINGTON TOWNLANDS CHARITY –Mrs Lorraine Baker had agreed to continue as a Trustee if required. Cllr Sharp, Cllr Biles and Mrs Baker were elected for a three year term.

GRASSCUTTING –Cllr Jones to co-ordinate the cutting when required.

WEBSITE –Cllr Jones

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

07. OPEN FORUM

There were no members of the public in attendance.

08. COMMITTEE REPORTS**RECREATION GROUND**

Cllr Sharp reported that the AGM had been held and the committee elected. Gordon Stalker had joined the committee representing the youth football. The main part of the meeting had been discussing the proposed alterations to the Recreation Ground. The caretaker had reported tiles coming up off the hall floor and Cllr Williams had agreed to arrange the repair. It had been reported that the old swings were very muddy underneath. Cllr Sharp suggested wood chippings be put down. Before they could be placed there the earth surface would have to be broken up to enable water to run away. Cllr Biles and Cllr Sharp would deal.

*-Cllr
Biles &
Sharp*

REVIEW OF RECREATION CENTRE CONSTITUTION

It was advised that at the present time there were two Parish Councillors representing the members of the public on the committee. They were Cllr Sharp and Cllr Williams. This was because no other volunteers from the village had come forward. Discussion followed where it was agreed that if there were more Parish Councillors on the committee, the more responsibility the committee could have. It was also agreed that more parishioner involvement should be encouraged and the Chairman suggested putting this in the newsletter. After further discussion it was agreed that there should be up to 4 Parish Councillors and Cllr Brown, Claydon and Baker were elected at this time. If there was a response from parishioners, wanting to join the management committee, they would replace Cllrs Sharp and Williams who would then be eligible to become Parish Council representatives. As the change to the

constitution had to be recommended by the Management committee, this would be on their next agenda.

PROPOSAL FOR RECREATION CENTRE BY MELBOURN DYNAMO'S

Cllr Sharp then advised that the club had suggested the far pitch be turned to enable a 2/3rd size pitch to be created next to it. This would not affect the area earmarked on the Recreation Ground for the multi purpose surface. Discussions had also taken place on replacing the goal posts with removal ones which, Mr Stalker the Melbourn Dynamo Trainer believed, could be partially grant funded.

The extra cost to be shared between the football club, Melbourn Dynamo's and the Parish Council. Cllr Sharp stated that his only concern was that by doing this the ground would be committed completely to football. He then advised that there would need to be a new rota for the grasscutting to keep the pitches in good order. He suggested by increasing the number of Councillors on the Management committee, the arrangements could be made through them. The existing contract for the recreation ground was due to expire at the end of the season but the contractor would be given the opportunity to quote on the new specification. Cllr Sharp confirmed that the adult football clubs were working well with the Melbourn Dynamo's. Councillors agreed with the proposals made. Cllr Sharp would report back through the Recreation Centre Management committee at their meeting on the 11th June.

MULTI PURPOSE SURFACE PROJECT UPDATE

Cllr Jones reported that he had met with Mr Dixon for an update on funding applications, and had now formally taken over. He would be contacting Cambridgeshire ACRE seeking a recommendation on their funding suggestions and had contact details of Whaddon Parish Council who had recently been successful in installing a new play area.

ROSPA REPORT

The report for 2009 had been received and Cllr Biles agreed to look to see what needed to be attended to. He would report back at the next meeting.

*-Cllr
Biles*

PLAY AREA HEDGE

The hedge was overgrown. Councillors agreed they would form a working party one evening the following week.

-Cllrs

VILLAGE HALL

VILLAGE HALL TEA MACHINE

In the absence of Cllr Williams, this would be discussed at the next meeting. Cllr Baker advised that the committee would be meeting on the 18th June 2009.

08. COUNTY AND DISTRICT COUNCILLOR REPORTS

COUNTY COUNCIL –Cllr Oliver reported that there had been a 44% overall turnout at the recent election.

She asked the Parish Council if they would write to Mr Mike Vigor, at the County Council, in support of a residents concern over the overflying. Over the past two weeks the number of aircraft passing over the village had definitely increased. A consultation was due to start in July but it appeared the increase in traffic movements had gone ahead anyway.

DISTRICT COUNCIL –Cllr McCraith reported that council tenants had voted by 75% against the transfer to a housing association. Cllr Sharp expressed his concerns over the amount of money that had been spent on the consultation. He felt very strongly that money had been wasted. It was stated that the instruction for the process had come from Central Government and South Cambridgeshire District Council were doing as they were told. Cllr Cathcart stated that a review could have taken place at a fraction of the cost and felt that the consultation had not been balanced where both views were given. The money had been spent and some resources would now not be funded. The nature of the campaign was up to the district. After further discussion Cllr Sharp agreed to draft a letter to send to the District Council. Housing Futures Consultation would be an agenda item at the next meeting.

*-Cllr
Sharp*

PROPOSAL FOR A NEW BUS SERVICE

As far as Councillors were aware there had been no feedback regarding the proposal discussed at the last meeting. It was agreed, as a final consultation, an item would be put in the newsletter.

09. FOOTPATH/CYCLE PATH TO BASSINGBOURN

Cllr Oliver advised that the County Cycleway Officer had agreed to a site meeting. He was the officer who decided the need and where the funding should go, for the cycle paths. He would let the Parish Council know when the meeting would take place.

10. VILLAGE CAGE

A meeting had been arranged with the District Council Historic Buildings Officer, Mrs Barbara Clarke, at 9am on Wednesday 17th June 2009, to discuss maintenance work that needed to be carried out.

14. TRAFFIC CALMING

There had been a recent accident at the spot where it was reported at the Annual Parish Meeting, vehicles were being parked on the footpath. A discussion then took place on the bus stop in Church Street opposite the village shop where the footpath was very narrow. Councillors were conscious of the number of children waiting for the school bus. It was stated that the bus used to pickup from outside the pub but the school bus routes had changed. Mrs Timms, Steeple Morden School Governor, had advised at the Annual Parish Meeting that the school had recently carried out a travel survey. After further discussion it was agreed that the Chairman would speak to the parents waiting at the bus stop to get their views.

-Cllr
Murphy

INTERNAL AUDIT REPORT

Copies of the report were distributed to Councillors. There were no points requiring action for 2008/09. It was noted that this was an improvement on the 2007/08 report. The financial annual return was now with the external auditor.

16. PAYMENT OF ACCOUNTS

ALLIANZ INSURANCE		
Premium 2009/10		£1203.18
CHUBB FIRE LTD		
Fire equip hire and service (inc. £32.51VAT)		£249.26
M D LANDSCAPES		
Grass Verges 20/5 & Rec ground 15 th & 28/5 9(inc. £27.00VAT)		£207.00
PLAYSAFETY LTD		
Play area inspection (inc. £13.50VAT)		£103.50
MR N GOLDMAN		
Parish Post printing	£35.00	
Website Domain & Host	£45.75	£ 80.75
M M POPE		
Repairs to waste pipes		£ 75.00
LGS SERVICES		
Internal Audit 2008/09 (inc. £11.25VAT)		£ 86.25
TOTAL		£2004.94

PROPOSED Cllr Claydon SECONDED Cllr Brown. Agreed.

- 17. MOBILE WARDEN SCHEME** –Cllr Brown advised that at a recent meeting on the Trustees, it had been relayed that there was a shortfall in funds which was due to many reasons. The donation for 2008/09 had not been paid as at that time it was believed that the finances were in a very healthy condition. Cllr Brown suggested that the Parish Council consider making that payment now. She added that Guilden Morden Parish Council had paid their contribution. Membership fees had also been increased to £3.50 per week. It was agreed that this would be an agenda item at the next meeting.

ROYSTON ROAD –There had recently been patching work carried out on the road, and it was due to be closed for surface dressing on the 17th June. The patching had caused a blocked drain in front of Heathview and the end of a gully had been broken off outside Cranmore. The Clerk was asked to advise the Highway Supervisor so that these repairs could be carried out before the surface dressing.

-Clerk

MEETING LANE –It was reported that there were overgrown bushes from Hope Cottage and The Barnyard. Clerk to ask for them to be cut back.

-Clerk

LITLINGTON RAMBLE –Sarah Wroot had arranged a ramble on Sunday 21st June 2009. Posters would be put up around the village.

VILLAGE FAYRE –Cllr Sharp advised that the programme for the Village Fayre would be out with the next village newsletter.

18. DATE OF NEXT MEETING –14th July 2009

The Chairman closed the meeting at 9.50 PM

Chairman

Date

**MINUTES OF THE PLANNING MEETING OF LITLINGTON PARISH COUNCIL
HELD IN LITLINGTON VILLAGE HALL ON TUESDAY 23rd JUNE 2009**

PRESENT: Cllr Murphy (Chairman), Cllr Baker, Cllr Biles, Cllr Claydon, Cllr Sharp,
Members of the Public: 0

7.30pm PLANNING MEETING

01. APOLOGIES FOR ABSENCE

Cllr Brown, Cllr Pipe, Cllr Williams

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

Cllr Sharp declared an interest in both planning applications.

03. TO AGREE RESPONSE TO FOLLOWING APPLICATIONS

Mr & Mrs Parker –Highfield Farm, Royston Road –Extension for farm office, garage, utility, conservatory and annexe for seasonal workers (S/0478/09/F)

*-No
Objection*

R K Print Coat Instruments Ltd, Abingdon Road –Variation of Condition 4 on planning permission S/0102/90/F from 37 cars to 23 (S/0502/09/F)

*-No
Recommendation*

Concerns were raised about surface drainage if parking area was transferred to the lower end of the site, rather than remaining on the tarmac.

The Chairman Closed the meeting at 8.05pm