

**MINUTES OF THE MEETINGS OF LITLINGTON PARISH COUNCIL HELD IN
LITLINGTON VILLAGE HALL ON TUESDAY 13th SEPTEMBER 2011**

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

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

Members of the Public: 1

7.15pm PLANNING MEETING

01. APOLOGIES FOR ABSENCE

No apologies had been received.

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

Cllr Wiltshire declared a personal interest in the planning application.

03. OPEN FORUM

There were no points raised.

04. TO AGREE RESPONSE TO FOLLOWING APPLICATION

Mr & Mrs Bathmaker -3 Anvil Avenue –Single storey rear extension (S/17110/11)

-There was the suggestion that the proposed extension may be on the site of a roman villa.

*-No
Recommendation*

05. OTHER

There were no other points raised.

7.30pm PARISH COUNCIL MEETING

01. APOLOGIES FOR ABSENCE

There were no apologies received.

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 Meetings dated 12th July, 25th July and the 23rd August 2011, copies previously circulated, were agreed a true record and signed by the Chairman.

04. MATTERS ARISING

HOUSING NEEDS SURVEY –The Clerk had been contacted by Catherine Shilton, Cambridgeshire ACRE, asking for a letter to be put on Litlington Parish Council headed paper. This would then be sent out to residents of the village.

BROOK ROAD HEDGE –This had not been cut despite several approached to the site owner.

MALTING LANE VERGE –Cllr Sharp and Cllr Biles were to meet to look at all verges around the village and compile a list of those causing a problem.

POLICE CONTACT –The Clerk confirmed that the commemorative coins discussed at the planning meeting on 24th August 2011, were given out as medals during the Golden Jubilee celebration in 2002. There were a lot in circulation. It was agreed that an item would be prepared for the next Parish Post asking for anyone that had mislaid their coin to get in touch.

*-Cllr Biles
& Sharp*

05. CORRESPONDENCE

BALFOUR BEATTY - Annual Street Lighting Contract. This had been discussed at a previous meeting where Option 1 was agreed. The maintenance agreement was for the period 1st July 2011 until 30th June 2012 with 42 lamps indentified at a maintenance cost of £20.05 each. It was agreed that the contract be signed and returned.

CCC Winter Maintenance 2011/12 - The County Council wanted to build on the support that they had received previously. Grit bins could be provided at a cost of £95 and would be replenished by the

-Clerk

County Council when resources were available. Where parishes were interested in treating more of the footway network, the County Council were arranging some training sessions. They asked for a response as soon as possible. There were a number of conditions that had to be met.

A discussion took place on the liability section of the letter which stated that anyone who cleared snow from outside their home or someone else's property would only be liable for an accident if their efforts actually made the pavement less safe than it was with the snow and ice undisturbed.

CCC Maintenance of protected road verges –The County Council Area Manager, Mike Oakman, advised that the County Council would no longer be carrying out any verge cutting of the protected road verges in the parish. Their current grass cutting regime was that they carry out 3 visibility cuts per season. There were no longer any full cuts carried out on any road verges. The Parish Council were invited to undertake the management.

A discussion took place on the Royston Road protected verge. Cllr Biles advised that it used to be fully cut twice a year. Cllr Sharp suggested sending a copy of the letter to Parkers Farms as they were conservation minded. They might wish to take over the management of the verge. This was agreed and the Clerk was asked to write.

-Clerk

SCDC Parish Training and Information Session regarding Planning –Tuesday 25th October 2011. The Clerk asked to be notified if anyone wished to attend.

Mrs S Drummond –College Farm –Tree Work. It was agreed that there were no objections to the removal of the trees.

CHAPEL CLOSE –Concern over dangerous dogs. Two communications had been received relating to separate instances where the dogs had attacked or escaped. The communications had been forwarded to the District Council Housing Services Manager, Geoff Clark, and the PCSO, James Lynch. Mr Clark had replied advising that he had spoken to Cllr Cathcart and had asked the Housing Services Officer to write to all the residents in Chapel Close and the surrounding area, which would give everyone the opportunity to make a complaint about the behaviour of the dogs and/or their owners. Any information would give the officers the ability to tackle the tenants and pursue them for a possible breach of tenancy. Mr Clarke also advised that he would forward the details to the Environmental Health Department who had the power to prosecute the owners of the dogs.

Cllr Sharp stated that this was the best response to date that the village had received regarding this ongoing problem. The Chairman urged everyone that had in the past been affected by the dogs and their owners to write to the Housing Services Manager. It had been highlighted in one of the communications that the Pre-School were especially concerned. They often used the small garden beside the village hall and were concerned for the safety of the children should a dog escape. The Clerk was asked to contact Pre-School and ask them to make a representation. The Parish Council were aware of other incidents where people had been bitten and would also ask them to write.

Clerk

A discussion then took place on the Chapel Close residents being scared to make contact. It was suggested that another way might be for an officer to visit the neighbours but it was recognised that to instigate visit evidence would need to be shown.

FOR INFORMATION

Royal Horticultural Society –Campaign

Haydens –Tree Management advertisement

The Playing Field –Summer 2011

Play Equipment –Various Advertisements

Clerks & Councils Direct –September 2011

CPRE –Countryside Voice & Fieldwork Summer 2011

VICTIM SUPPORT –Request for a donation

SCDC –Introduction to the Council supported disability forum

06. OPEN FORUM

There were no points raised.

07. MINUTES AND REPORTS FROM MEETINGS

RECREATION Ground

Recreation Ground Barrier and fence–The approved work had been completed but there was now another barrier post that needed to be replaced. This needed to be aligned with the others so that the post was supported. The Clerk was asked to arrange the installation. Cllr Biles stated that people should be encouraged to use the barrier properly once reinstated. A discussion then took place on how the barrier worked and alternatives to the barrier including a gate.

-Clerk

Recreation Centre Roof –The repair to be carried out the following day. The booking secretary was aware.

RECREATION CENTRE

Electrical Inspection Report –The report from the electrician advised that the centre had failed the criteria on six points. It was estimated that this would take between six and eight hours to rectify plus the cost of materials. This would be discussed by the Recreation Centre Management committee at their meeting and if they thought that it was appropriate the electrician could be given the go ahead to carry out the work.

PLAY AREA

Communication had been received from Mrs Baker who had arranged a working party to carry out painting work on the equipment. She confirmed that her husband would make a new gate for the play area when he had some time. She suggested that some more benches in the play area and also near the new equipment, similar to the existing picnic bench, would be beneficial. She also suggested a bin by each seating area. She then offered to arrange for the existing bench to be painted. Which was agreed. The Chairman advised that the manufacturer had adjusted the zip wire. The Chairman was also to seek quotations for other items including the structure links, benches, bins and safety matting by the big slide. Cllr Sharp advised that most of the other seats in the village had been donated and suggested putting an appeal out to see if anyone would like to donate to the play area. The Chairman reminded Councillors that this had been done before. He suggested waiting until the quotations were in before discussing further. After further discussion the Clerk was asked to write to Mrs Baker and thank her for arranging the painting and giving permission to paint the bench. The Chairman agreed to arrange the purchase of grass seed for the small mound. It was also agreed that a chain and lock be purchased for the double gates.

*-Mr Pipe
&Clerk*

Play area hedge –The Chairman advised that this was in hand.

Play structure links quotation –This was covered under the above discussion.

Request for litter bin and bench –This was also covered under the above discussion.

JOINT VILLAGE FACILITY –There was no further update.

QUEENS DIAMOND JUBILEE CELEBRATION –Cllr Sharp reported that the committee had met and agreed that a flyer advertising the event, which was planned for the 4th June 2012, would be delivered to each household. He explained the plan for the day and the attractions booked to date. It was intended that commemorative mugs would be purchased for the children of the village and local companies would be approached for donations. The village Fayre committee agreed that their funds would be frozen until the 2013 Fayre and so it was unlikely that they would contribute. A further contribution to the event might need to be precepted for in 2012/13.

Cllr Wiltshire had prepared a draft flyer which she circulated for comment. It was proposed by Cllr Claydon, seconded by Cllr Edney, that copies be made and circulated with the October Prospect magazine.

08. COUNTY AND DISTRICT COUNCILLOR REPORTS

COUNTY COUNCIL –Cllr Oliver had asked the length of double yellow lines to be refreshed on Bassingbourn Road. The Chairman confirmed that 15 metres between the two lay-bys needed to be painted. Cllr Oliver to let Highways know.

There had been 58,000 trips on the guided bus so far with more buses being added. The previous situation was going through the courts with another contractor rectifying faults.

The County Council were in the process of rebalancing their budget. There was an enormous increase in older people in the county that needed to be looked after. This was a priority.

Cambridgeshire County Council was going to invest in superfast broadband which would improve the economy for Cambridgeshire.

Cllr Oliver concluded her report by advising that contrary to a television report the 127 bus service was not being cut. It was being extended to Gamlingay to pick up students who chose to attend Bassingbourn Village College. She would forward the new timings to the Parish Post editor.

Cllr Williams advised that the school bus no longer picked up or dropped off children at Ashwell Stret. They now had to walk to Anvil Avenue which was a concern as there was no pathway between College Farm and Cherry Tree Close. Cllr Oliver agreed to speak to the officer in charge of children's safety, Mr Bark, to see if the bus could be put back to a Stret collection. She would also try for a footpath between College Farm and Cherry Tree Close although she thought this would not be possible.

*-Cllr
Oliver*

DISTRICT COUNCIL –Cllr Cathcart expressed concern over cut backs in County Council funding for sheltered housing. He was Chairman of a group looking into sheltered schemes which were good value. The group wanted to keep them going and fully funded. This also affected people in Litlington for residents waiting to go into sheltered schemes. Cllr Sharp advised that funding cuts had affected the Mobile Warden Scheme. Cllr Cathcart advised that the group were also looking at these schemes

to see how they worked and whether they could be made more effective.

The planning officers were working through the 'call for sites' applications. Cllr Cathcart did not know whether this would affect Litlington. Cllr Sharp added that he was aware that some applications had been submitted. The landowner had withdrawn his offer of a gypsy and traveller site on the A1198. The District Council were now looking at other areas.

Cllr McCraith then concluded by advising that there were Boundary Commission proposals for cutting South Cambridgeshire in half and bunching with southern Huntingdon. This was a long consultation period so the proposal might change.

The Chairman thanked the County and District Councillors for their reports.

09. ROSPA REPORT 2011/REVIEW OF RISK ASSESSMENT

The risk assessment for the play area now included the new equipment. The Clerk had combined this with the recreation ground assessment and handed to Cllr Williams. This would be kept on the agenda for monthly updates. The RoSPA report was still on circulation.

*-Cllr
Williams*

10. WAR MEMORIAL REFURBISHMENT

Two quotations had been received from Hibbitt & Son and Ivett and Reed to repair the memorial and clean. A discussion on the work required took place. It was then proposed by Cllr Claydon, seconded by Cllr Sharp, that the quote from Hibbitt & Sons for a total of £790 plus VAT, (repair and cleaning), be accepted. The Clerk was asked to let them know.

-Clerk

11. REPORT FROM MEETING WITH HIGHWAY OFFICER 26TH JULY 2011

The Clerk to circulate the notes from the meeting to Councillors for discussion at the next meeting.

12. ABINGTON PIGGOTTS ROAD FOOTPATH

Councillors were not sure whether the footpath had been repaired. If needed the Clerk to urge.

-Clerk

13. SALT BOXES

A salt box for the village hall verge had been ordered.

14. VILLAGE GREEN

Kerbing –A communication had been received from a resident opposite the green. He advised that on three occasions during the past month the concrete kerb stones opposite his property had been knocked into the road. He had driven over the kerbs on occasion which he believed damaged the grass more because they move. He added that they were unsightly and dangerous, particularly with the steel spikes sticking out of some of them. He was concerned that a child could fall on one.

A discussion took place on alternatives and the Chairman suggested wooden posts with reflectors, as on South Street. He added that they were provided by County Highways with a contribution made by residents. Cllr Biles added that the kerbing was always considered a temporary measure before being replaced by something permanent. Councillors agreed that it would be ideal to have no barrier but thought that people would park their vehicles on the green if possible. It was then agreed that the Clerk would contact County Highways and ask for a price for six posts. She would also update the resident. This would be discussed again at the next meeting.

-Clerk

Trees –Councillors agreed there were a number of trees that needed trimming on the village green and also the grassed area at the junction of South Street, Royston Road and Church Street. The Clerk was asked to arrange a site meeting with a Tree Surgeon for advice.

-Clerk

15. DIAMOND JUBILEE OAK TREE

The Clerk confirmed that a tree had been reserved with the District Council who now wanted a plan of where they could arrange for it to be planted. It was acknowledged that the ground in the village was not really suitable for an Oak tree and a discussion on the chalk soil took place. The Churchyard was suggested as a possible location or the recreation ground. It was agreed that the Clerk would seek advice from the District Council Tree Officer before finalising the location. She was asked to forward details to the Church for any input on location.

-Clerk

16. CAMBRIDGESHIRE ACRE –PARISH PLAN

The Clerk reported that Cambridgeshire ACRE had been in contact regarding the village compiling a Parish Plan. The purpose of a plan was discussed. Cllr Cathcart advised that the idea was to help facilitate for things in the village that were wanted. It was agreed that the Clerk would invite a representative of Cambridgeshire ACRE to the November Parish Council meeting. In the meantime

-Clerk

she would circulate copies of plans that other villages had.

17. PAYMENT OF ACCOUNTS

MR A BILES		
Re-imburement for inclosure frame (inc. £13.65VAT)		£ 81.89
E-ON		
Recreation Centre electricity (inc. £6.31 VAT)		£132.44
TRUE BLUE		
Recreation Centre cleaning 8 th & 15 th July 2011		£ 50.00
JIMS CLEANING		
Recreation Centre cleaning 18/7-15/8/11		£125.00
STEWART BULLARD & SON LTD		
Village grasscutting July 2011 (inc. £32.75VAT)	£196.50	
Village grasscutting August 2011 (inc. £32.75VAT)	£196.50	£393.00
JEWSON LTD		
Materials for recreation ground barrier/fence repair (inc. £22.62VAT)		£135.74
MR K EVERSDEN		
Labour charge for recreation ground barrier/fence repairs		£112.00
G D BRADSHAW		
Recreation Centre Electrical Inspection (inc. £69.49VAT)		£416.94
MRS L BAKER		
Reimb for play area painting materials (inc. £15.29VAT)		£ 91.66
ST JOHN AMBULANCE		
First Aiders for village Fayre (inc. £13.60 VAT)		£ 81.60
TOTAL		£1620.27
PROPOSED Cllr Claydon		
SECONDED Cllr Williams.		

- 18. CEMETERY** –Cllr Sharp expressed concern over the amount of soil left on a grave following an interment. The Clerk advised that this was an issue that the Church should take up with the Funeral Director.

HERTFORDSHIRE SIGN –Cllr Baker advised that a sign had been erected just after the level crossing on Royston Road. She believed this land was Cambridgeshire owned. A discussion took place on the boundary and Councillors concluded that this was the correct location.

PARISH POST –Councillors agreed to work towards putting out a copy of the Post at the beginning of November 2011. The Clerk was asked to find out some copy dates from Mr Goldman and advise Councillors. *-Clerk*

OVERGROWN GARDENS –Cllr Wiltshire had been advised of overhanging trees at 22 New Close, which the District Council knew about. The Clerk had also been advised of an overgrown hedge and garden at 10 Bassingbourn Road. It was agreed that she would advise the District Council. *-Clerk*

OBSCURED SIGNS –It was reported that there were some bushes/trees obscuring signs around the village particularly at the junction of Malting Lane and South Street. Cllr Sharp and Cllr Biles would include these in the report they would be compiling on the overgrown verges.

SPEED STICKERS –The Clerk had received the speed stickers from the District Council. It was agreed that an advert would go in the next Parish Post asking residents at the entrances to the village interested in displaying stickers on their refuse bins to let the Chairman or Clerk know.

19. DATE OF NEXT PARISH COUNCIL MEETING –Tuesday 11th October 2011

The Chairman closed the meeting at 9.35 PM

Chairman

Date