



Longstanton Parish Council

Minutes of the Full Council Meeting, held at
The Village Institute, 24 High Street, Longstanton
Monday 10th April 2017 at 7.30pm

Those Present: Cllr Street (Chair), Cllr Burns, Cllr McPhater, Cllr Mrs Wilkins, Cllr Samm
Clerk: Libby White

In attendance: 1 member of the public

16-17/229 To Receive and Accept Apologies for Absence

Apologies were received and accepted from Cllr Sinclair and Cllr Mrs Brash-Hall (personal).

Absent: Cllr Dr Sastry

16-17/230 Councillors' Declarations of Interest for items on agenda

Declarations of interest from Councillors on items on the agenda: None

Requests to Speak: None required

To receive requests for dispensations: None

Grant of dispensations: None required.

16-17/231 Open Forum for Public Participation (10min)

Travellers have been at the Park & Ride for over a month. There is lots of litter, but County Council have confirmed that they are waiting to be evicted.

16-17/232 Approval of Minutes

- a) It was **proposed** by Cllr McPhater, seconded by Cllr Burns and **RESOLVED** by a unanimous vote that the minutes of the full council meeting held on 13th March 2017 be recorded as a true record and signed.

CARRIED
2 abstentions

County Councillor Hudson arrived 7.34

b) **Matters to report from previous meeting (for information)**

- Advice has been received from CAPALC with respect to apologies requested. It is felt that apologies from Councillors not involved would not be appropriate.
- Further correspondence received from applicant for Mills Lane – addressed directly to Clerk asking for a poster to be put up. This has been rejected on the grounds that no posters are put up for any other development.
- Work has commenced on the Year End documentation. This will be brought to the May meeting and the Internal Audit is in the process of being booked. A Cllr will need to be present as per agreement last year.

c) **Clerks Report**

- No further response received with respect to the outstanding invoices for the Pavilion. Matter is now closed and the gentleman has been informed.
- County Council have commented on the new bus shelters and will be recommending them to other parishes as suitable shelters to be considered when replacing.

16-17/233 County Council Matters

- a) Cllr Hudson stated that he has received notification that between 18-25 April gas pipes to be installed on High Street and there will be temporary traffic lights in place.

Travellers situated at the Park & Ride are being monitored every day. County Council has to go to court to get an eviction notice. The travellers have going during the day and returning at night.

- b) i. It was **noted** that correspondence had been received with respect to the proposed 'Greenways' into Cambridge which will include the busway.

16-17/234 District Council Matters

- a) None available.
- b) i. It was **noted** that copy of correspondence had been received in respect to Local Green Spaces for the Local Plan.
- ii). It was **noted** that the planning policy for March 2017 had been received.
- iii). It was **noted** that the March e-parish bulletin had been received.

16-17/235 Youth Council

- a) An email received from the Youth Council requesting the use of the Recreation Ground for an event on 25th June 2017 was considered by members.
It was **proposed** by Cllr McPhater, seconded by Cllr Samm and **RESOLVED** by a unanimous vote to support the Youth Council and allow them use of the grounds.

Clerk

16-17/236 Planning Matters

Planning Matters - for comment

- a) A letter received from 3C Shared Services with the suggestion of the name 'The Orchards' for the proposed development at 53 Woodside (yet to be determined).
It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that this work be recommended for Parish Council SUPPORT.
- b) S/3382/16/FL – granny annexe at 10 Colesfield, Longstanton for Mrs M Coxall.
It was **proposed** by Cllr McPhater, seconded by Cllr Mrs Wilkins and **RESOLVED** by a unanimous vote that this work be recommended for Parish Council SUPPORT

Clerk

Clerk

Northstowe Planning Matters - for Information only

- c) It was **noted** that S/0815/17/DC discharge for Condition 7 of planning permission S/2776/16/RM for Parcel H3, Northstowe Phase 1 for Taylor Wimpey East Anglia Limited had been received.
- g) It was **noted** that S/1053/17/D discharge for Conditions 11 (fire hydrants) of planning permission S/0388/12/OL for Parcel H3, Northstowe Phase 1 for Taylor Wimpey East Anglia Limited had been received.

16-17/237 Northstowe Matters

- a) The Clerk informed members that she had contacted Gallaghers about the work on the attenuation ponds. She had been informed that they had to cease work due to the wet conditions as they were causing more harm than good. It is planned that they recommence work this week to include finishing the drainage, construct access and install boundary post and wire fencing. Gallagher Estates expect this to be complete end of May.

Landscaping is still at design stage and planting may commence 2017/18 but not yet confirmed. Gallaghers will be maintaining the site for the first 12 months and it is believed that SCDC will be maintaining after this.

The Clerk informed members that it has been noticed that a crack has appeared on the tower at All Saints Church and SCDC have been informed for their consideration while reports are being awaited from Wardles (drainage experts).
- b) The Clerk informed members that Gallaghers were seeking input into suggestions for the names of the primary roads in Phase 1.

It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr Burns and **RESOLVED** by a unanimous vote that Primary 2 and Primary 4 (including Primary 8) be Stirling and Wellington if the roads run through into Phase 2. The remaining primary roads to be based on golfing terms.
- c) Members noted the receipt of the draft principles and specification for the sports pavilion on Northstowe Phase 1. There was a brief discussion looking at the high specification for the building and what is required. Cllrs felt that SCDC will not have enough money based on £1,500 per square metre.

Clerk

- d) Members noted the proposal for a public bridleway on the route of the temporary footpath bordering Northstowe and Longstanton.

It was **proposed** by Cllr Samm, seconded by Cllr Mrs Wilkins and **RESOLVED** by a unanimous vote that the Parish Council support the creation of a bridleway.

Clerk

16-17/238 Highways Matters

- a) No news.

16-17/239 Police Matters

Since the meeting held on 13th March the following incidents have occurred:

1 x theft of number plates

In addition, there had been quite a serious distraction burglary in the village but this was not reported via eCops.

The Police & Crime Commissioner's newsletter was received.

16-17/240 Finance Matters

- a) The Clerk informed the members of the meeting that the bank account balances as at 31st March 2017 were as follows:

Current Account	£32,919.33
CCLA Current Account	£140,000.00
Home Farm Account	£181,641.95
CCLA Home Farm Account	£100,000.00
S106 Account	£3,072.72
CCLA S106 Account	£60,000.00
CCLA Reserves Account	£75,000.00
Community Reserves Account	<u>£876.20</u>
	£593,510.20

Dividend payments have been received with money held with CCLA as follows:

CCLA Current Account	£29.95
CCLA Home Farm Account	£21.40
CCLA S106 Account	£12.83
CCLA Reserves Account	<u>£16.06</u>
	£80.24

- b) Members considered the installation of CCTV following receipt of quotes from 3 companies (5 requested).

It was **proposed** by Cllr Samm, seconded by Cllr Burns and **RESOLVED** by a unanimous vote not to install cameras. It was felt that the cameras could cause more problems than it would be worth including potentially moving the ABS to other areas. It was requested that the Clerk write to Black Bull, Post Office and Co-op expressing concern about the children and drinking. The Clerk to look into the options for a sign to say 'no alcohol' on the gate to the playground.

Clerk

- c) It was **proposed** by Cllr Samm, seconded by Cllr Mrs Wilkins and **RESOLVED** by a unanimous vote for the Chairman and Clerk to complete the S106 indemnity following the construction of Fairview. It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr Burns and **RESOLVED** by a unanimous vote for the money to be spent on the Village Institute to fix the faulty floor.

Clerk/
Chairman
& Vice
Chairman

- d) The Clerk informed members that the 2 areas of play on Duddle Drive did not have the correct signage and new signs were needed to inform users who maintains the areas, and where problems needed to be reported to. It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote for the signs to be created by Signs Express.

Clerk

The Clerk confirmed that the only way the road safety signs designed by the pupils at Hattons Park could be used was if they were on 'temporary' signs similar to the 'change of bin day' signs as used by SCDC. Of the designs received, 6 were

Clerk



useable and various quotes had been received. It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr Samm and **RESOLVED** by a unanimous vote for the Clerk to see if Signs Express can drop the price, if not the signs to be manufactured by Screens and Graphics. All the other designs will be laminated and put up near the school on the school fence or Northstowe fencing (with permission).

16-17/241 Recreation Ground Matters

- a) Members considered the request from the Tennis Club to put up advertising on netting on the fencing surrounding the courts. The Clerk informed members that should permission be obtained from the Parish Council, the Tennis Club would need to seek planning advice from SCDC.

It was **proposed** by Cllr Burns, seconded by Cllr Samm and **RESOLVED** by a unanimous vote to ask the tennis club to canvass residents bordering the recreation ground to see if they have any objections. The Tennis Club would then need to report to council. If residents were happy then the Tennis Club would need to apply for planning permission.

Clerk

**CARRIED
2 against**

- b) A letter received from the Football Club asking to use the Recreation Ground for their Awards day on 4th June 2017 was received and considered by members.

It was **proposed** by Cllr McPhater, seconded by Cllr Mrs Wilkins and **RESOLVED** by a unanimous vote to grant permission. Chairman requested that as many Councillors attend as possible and that any insurances for bouncy castle or the like are provided to the Council prior to the event.

Clerk

16-17/242 Community Matters

- a) It was **proposed** by Cllr Mrs Wilkins, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote change the agenda slightly for the Annual Parish Meeting and to have the report from Council and charities and to have a public open session to consider community safety following the community safety workshop attended by the Clerk and Chairman on 18th March 2017 and the information received from Cllr McPhater on adults at risk.

Clerk

- b) The Chairman informed members that he had seen that Barclays Bank will carry out digital coaching in communities.

It was **proposed** by Cllr McPhater, seconded by Cllr Mrs Wilkins and **RESOLVED** by a unanimous vote to invite Barclays in to carry out coaching week commencing 30th May 2017.

Clerk

- c) The request by a resident to hold a Farmers' Market on the Village Green was considered by members. The Clerk confirmed that no planning permission is required but the Council would need to ensure that they receive a copy of every stall-holders insurance before they set up.

It was **proposed** by Cllr McPhater, seconded by Cllr Samm and **RESOLVED** by a unanimous vote to ask the resident how she intends to run the event and is it a money making event. If so, the Parish Council would expect a contribution. If not, does she hold the licence should there be a TEN licence needed for alcohol. All stallholders would need to provide proof of insurance for the council's records. Item to come back in in May but no need to rush for this to be set up.

Clerk

16-17/243 Community Hub Matters

Cllr McPhater and Cllr Street updated members on the meetings held with potential Employers Agents (EA). Each member had received the Scope of Work to be carried out by an EA and the proposals from each one.

Discussions took place about the various activities that are being undertaken. The Clerk expressed her thoughts that the legal advice sought should be in before any decisions made and more community engagement needed to be carried out. There are a lot of loose ends.

Cllr Mrs Wilkins was keen to get the legal advice back before any further costs are

incurred and to invite residents to see information at Parish Meeting
Cllr Mrs Wilkins left the meeting at 10.07pm

16-17/244 Committee Matters

Minutes from the Finance Committee held on 21st March 2017 were noted.

Motion to Exclude Public and Press

Cllr Mrs Wilkins returned to the meeting at 10.09pm

It was **proposed** by Cllr Mrs Wilkins and seconded by Cllr Burns that the public (including representatives of the press) be excluded during the consideration of the following item 245 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Meeting closed at 10.09pm.

16-17/245 Employment Matters

Item 16-17/245 was discussed under the exclusion order.

Motion to Re-Admit the Public and Press

To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

Meeting reopened at 10.17pm.

16-17/246 Correspondence

- Wings for Life World Run
- NALC – article on ‘Continuing Austerity will make Local Councils Deliver More’
- CAPALC Report to SLCC Branch meeting 17th March 2017
- Anonymous letter re Wilsons Road
- Email concerning accident at the Recreation Ground concerning the Cricket nets.
- Termly report from the Connections Bus

16-17/247 Date of Next Meeting

Monday 8th May 2017 – Annual Meeting

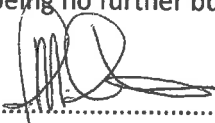
Wednesday 10th May 2017 – Annual Parish Meeting

16-17/248 Agenda Items for Next Meeting

Councillors are to notify the Clerk of any business and payments at least 7 days prior to the next meeting.

There being no further business the meeting closed at 10.19pm.

Signed:
Chairman



Date:

8/5/17