

Longstanton Parish Council

The Parish Clerk: Miss P.Haywood,
The Parish Office, The Village Institute,
24 High Street, Longstanton, CB24 3BS

Tel: 01954 782323

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**Ordinary Meeting of Longstanton Parish Council to be held on
Monday 9th November 2009 at 7.30pm at the
Village Institute, 24 High Street, Longstanton.**
Members of the Public and Press are welcome to attend.

AGENDA

1. Apologies received for absence.
2. Disclosures of Interests. To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
3. Members of the Public and Press are invited to make statements, comments or representations to the Parish Council on matters listed on the agenda. (10minutes)
4. To approve the minutes of an Ordinary Parish Council Meeting of 12th October 2009 and to be signed as a true record by the presiding Chairman.
5. Matters Arising from the Minutes of 12th October 2009.
6. To approve the minutes of an Extra Ordinary Parish Council Meeting of 19th October 2009.
7. Matters Arising from the Minutes of 19th October 2009.
8. To receive a report from County Cllr.S.Johnstone.
9. To receive a report from District Cllr. A.Riley.
10. To consider the response to the legal action taken by the LSSC to extend their existing lease by an additional two years from end of 2010, under the Landlord & Tenant Act 1954.
11. To consider provisional earmarking of funds from the Reserve Account for legal fees re: Agenda item 10.
(Legal cover through the Council insurance yet to be confirmed).
12. Planning Matters for consideration –
 - a) S/1443/09/F – 12 Thornhill Place, Extension.
 - b) S/1214/09/F – Land NW of 101 Thornhill Place, Street Light.
 - c) S/1513/09/F – 11 Thatchers Wood, Dwelling & Garage
(extend the time limit for implementation).
 - d) Response to the Local Development Framework Public Participation – Statement of Community Involvement &

Supplementary Planning Documents.(Representations to be received by 4th December)

- e) To consider response to Northstowe Urban Extension. East of England Regional Assembly Public Consultation.

13. Finance Matters:

- a) Bank Accounts at 30th October 2009.

Reserve Account balance £88,110.96

Current Account Balance £ 500.00.

- b) To approve Client Care Letter with Stanley Tee LLP Solicitors to act in the planning matter (s106) with Annington Developments.

- b) To approve payment of accounts and signing of cheques:

Playsafety Ltd. (Playground inspection)	£ 89.70
Stanley Tee LLP (Solicitors) re: Recreation Ground Extension	£ 460.00
Stanley Tee LLP re: Magdalene Close (Annington) payment on account	£ 250.00
Glenn Lovell- Cemetery maintenance	£ 53.40
Glenn Lovell- Bus Shelters x 3 repairs (Minor Repairs)	£ 110.97
Glen Lovell- Litter collection October	£ 130.00
Longstanton Village Institute Hall Hire	£ 418.25
Longstanton Village Institute office rent	£ 220.00
P.Haywood Salary	£ 1730.85
P.Haywood expenses and reimbursements	£ 148.42
W.Sellwood Pay	£ 433.57
Inland Revenue Tax & NI	£ 928.44
Brookfield Groundcare contract 7 of 10	£ 897.00
Brookfield Groundcare Tree work (Minor repair)	£ 86.25
Brookfield Groundcare contract 6 of 10 – paid 12/10/09	£ 897.00
Cambridgeshire Acre membership renewal	£ 35.00
Information Commissioner (Data Protection renewal)	£ 35.00

- c) Income received – SCDC 2008/9 Christmas grant - £200.

14. To consider training request from the Clerk, to attend a one day course with the Society of Local Council Clerks on Human Resource Management. £95.

For information: Clerk Exams –

Pass obtained by the Clerk on the Power of Well-Being. (CiLCA s7).

Exam taken on level 3, Health & Safety with HSE. Results due.

15. To appoint two representatives to meet with the District Council Cabinet on Wednesday 25th November at 7.30pm, in Cambourne.

16. To consider adoption of BT Telephone Kiosk(s) at a cost of £1 per kiosk. Applications due by 2nd January 2010.

17. To appoint members to and approve the Terms of Reference of the Pavilion & Parish Plan Committee (formerly Recreation & Amenities Committee).

18. To review and consider amendment to the procedures in processing planning applications received by the Parish Council.

19. To appoint a Parish Council Representative to the Planning Parish Forum.
Date of next meeting 10th December – Cambourne, 4.30pm-7pm.
20. To consider request of support from Mr. C.Hicks for removal of speed cushions from the High Street, near Few's Lane. (Letter and attachments received).
21. Correspondence received – for information only:
- a) Andrew Lansley MP: letters dated 12th October, and 23rd October 2009 re: A14 Ellington to Fen Ditton Improvements.
 - b) Andrew Lansley MP: letter and copy response re: RSS Gypsy & Traveller Review.
 - c) CPALC: AGM notice and associated papers(21st November).
 - d) Tree Warden Meeting Notes.
 - e) Valuation Office Agency: Parish Office – Business Rates Valuation.
 - f) CPALC email: Highways & Access consultation notice.
 - g) Future Jobs – response to LPC Application.
 - h) CCC letter and questionnaire – Response on the Regional Strategy.
 - i) Bus Service changes for November 2009.
 - j) Comberton Parish Council letter- request for continued support of Planning Delegation in controversial cases.
 - k) Victim Support letter of thanks for donation.
22. To approve Christmas Closing of the Institute & Parish Office.
The Clerk leave days: 24th and 29th December.
The Parish office will close on 23rd December and open on 30th & 31st December. The Parish Office will resume normal working days from Monday 4th January 2010.
The Village Institute will be closed from 1pm on 24th December and will resume normal working days from 4th January 2010. The Manager will be taking leave during this period.
Notices will be posted.
23. Matters for future consideration.
24. Meeting Dates –
- Ordinary Parish Council Meeting December 14th 2009.
 - Maintenance & Development Committee 11th November 2009.
 - Pavilion & Parish Plan Committee 23rd November.
 - Precept Meeting (first draft) 7th December 2009.
25. Close of Meeting.

Pauline Haywood
Proper Officer
5th November 2009.