

Longstanton Parish Council

Minutes of Ordinary Meeting of the Parish Council held on Monday 9th June 2008 at 7.30pm at the Village Institute, High Street, Longstanton.

Public Forum

Prior to commencement of the meeting from 7.15pm to 7.30pm members of the public and press were invited to put questions to the Council relating to items listed on the agenda.

Present:

Cllr. T.Tucker – Chairman.

District Cllr. A.Riley.

Cllr. F.Close – Vice-Chairman.

Guest Speakers: Paul Manser

Cllr. A.Kessell

Alan Webb

Cllr. K.Truran.

5 Members of the public.

Cllr. S.Ballard.

Cllr. N.Grace.

Cllr. M.Yarrow

Cllr. D.Harradine.

Cllr. B.Johnston.

Cllr. M.Cartwright.

Cllr. L. Meacher.

1. Apologies for absence received from County Cllr. S.Johnstone.
2. Declarations of Interests –
Item 17 - Cllr. Tucker declared a personal interest.
Item 14 – Cllrs. Harradine and Close declared a personal interest.
3. Minutes of the Annual Parish Council Meeting of 12th May 2008 were read.
Cllr. Meacher proposed approval of the Minutes. Seconded by Cllr. Cartwright.
Majority agreed. (Cllr. Ballard was not present at meeting of 12th May).
4. Matters arising from the minutes of 12th May 2008.
Item 13 - Cllr. Johnston reported that Wilson's Road Bridleway was inspected with Cllr. Close and Steve Wright. Rabbit infestation reported to CCC Paths Officer. Red warning signs were posted by Sarah Shepherd (CCC) and further inspection carried out by an infestation consultant. Details of action to be taken will follow.
Blackthorn stumps discussed with John Cooper.
The Bridge at Fews Lane has been removed, date for reinstatement is not known. CCC will be negotiating with Developers on the Footpath 3 routing and the replacement bridge.
Item 25 – Copy circulated of the interpretation board information that showed 'you are here' indicator at Green End. The Council decision to place the board at either Rampton Drift or the old Village Green would not be applicable.
Item 28 j) – SCDC maintenance of hedges and ditches Cllr. Tucker will follow up with District Cllr. Riley.
5. Minutes of an Extra-Ordinary Parish Council Meeting 19th May 2008 were read. Cllr. Yarrow proposed approval of the minutes. Seconded by Cllr. Johnston. Majority agreed. (Cllrs Ballard & Kessell not present at meeting of 19th May).

6. Matters arising from the minutes of 19th May 2008.
- Item 3. 3) Cllr Close stated that there may not be a requirement for accommodation for the Northstowe work force, although it is likely there will need to be facilities to cater for the site workers.
- Item 5. The Clerk stated that Peter Stroude had informed her that he is unlikely to develop the land for 2/3 years and therefore the need for the PC to obtain legal representation now would be unwise. The Council agreed that Cllr. Tucker would contact Marrons for clarification.
- Item 4. Working Parties were reminded to prepare and submit their terms of reference to the Parish Council for approval.
7. Minutes of an Extra-Ordinary Meeting of 2nd June 2008 (Exclusion of the public & press under The Public Bodies (admission to meetings) Act 1960) were read. Cllr. Close proposed approval of the minutes. Seconded by Cllr. Johnston. Majority agreed.
8. Matters arising from the minutes of 2nd June 2008
- Cllr. Yarrow questioned whether the Clerks revised contract had been checked by a solicitor. The Clerk confirmed that the contract was based on the Model produced by the National Association of Local Councils (NALC), copies of which had been previously circulated to Councillors. The request by Cllr. Harradine that a copy of the NALC Model be attached to the minutes was agreed.

9. The Bus Connections Project – guest speakers Chairman, Paul Manser and Alan Webb, Project Manager.

Introduction by Paul Manser -

Paul thanked the Council for their invitation and welcomed the opportunity to say a few words about the charity and its background. This would be followed by the Project Manager, Alan Webb, reporting on the services provided to Longstanton, and finally a look at the future.

The project was established in the early 1990's in response to a car crash in which three young people were killed. Based around a double-decker bus the project acts as a mobile youth club and drop in facility in six to eight villages around the Cambridge area. The charity is run by a small Management Committee and the bus is staffed by volunteers and experienced youth workers. Funding is through village fees, county and district councils, trusts and other funding bodies, and fundraising activities.

Presentation by Alan Webb-

Facilities and activities:

The bus visits for a 2 hours session on Monday afternoons with three youth workers. It contains 4 PCs with internet connection, Playstation 3, Xbox, music videos, information rack, job opportunities list, games and crafts, outdoor sports equipment and a tuck shop with hot drinks and pot noodles!

Sessions are very informal with young people coming and going as they wish during the 2 hours.

During the session there is opportunity to take part in a quiz usually based on the current theme which can be anything from sexual health to dangers of smoking to looking after pets.

The craft activities are usually enjoyed by both males and females and are a good opportunity to sit round the table talking with the youth workers.

Attendance:

The first visits to Longstanton were during the Summer holidays of 2006 and following the success and popularity of those 3 visits started regular weekly visits in January 2007.

Since then the bus has visited on 60 occasions with an average attendance of 17 young people per visit. Apart from a drop in attendance over the summer last year and a slight drop in the winter just gone, attendance has been very good.



The bus is located on the Sports and Social Club car park, which has proved to be an ideal venue allowing young people to come and go safely and to use the grass areas for recreational activities.

During the summer holidays in 2007 the bus continued its visits with an expected drop in numbers due to young people being on holiday. However those that attended during this period appreciated the facility during what can be a very empty time for young people's activities. A trip was also arranged during this period to Alton Towers, to which a number of the Longstanton young people attended.

In total 89 individuals have attended since January 2007.

More recently there have been 60 individual young people during the current school year.

The ratio is approximately 60% male and 40% female.

Other villages: it is always difficult to compare to other villages attended as the size of the village and many other factors can distort but to give some idea.

Over a similar time period averages in other villages have ranged from 10 to 21 so Longstanton is at the higher end.

All 7 villages have experience the winter drop off this year and 3 of them have yet to see an increase.

The young people enjoy the activities that are provided and often take time to talk to the youth workers.

The computers are very popular with the recently improved internet connection in constant use. Others also have taken the time to try some logic puzzles, and smoothie making was very popular just before half term.

Behaviour on the bus has been very good with no serious incidents over this school year.

One of the topics often discussed on the bus is the possibility of having some skateboarding equipment in the village. Some of the young people started to complete a funding application form last year to help with this but then realised they were too young. They are now waiting for the same fund to become available this year.

Paul Manser summarised -

The Future:

The aim is to build on the success of recent years. This includes receiving National Lottery funding for a new bus in 2006, the recognition of the work by the winning of several awards and most recently, by the Rank Charities support for an additional trainee youth worker. The feedback received from young people, their communities and other agencies shows the value of the project and that it provides a much needed service. However, funding has been particularly difficult in the last couple of years and just to deliver the current services requires more funding.

The vision for the future is to develop further - to be able to meet increased demand whilst at the same time improving the educational, training and recreational services, also to strength the communication with young people and their communities.

To deliver vision and meet the expectations, more support is needed – financially by single or regular donations, advertising, sponsorship, and through volunteers. This will enable the project to help even more young people fulfil their potential.

Finally, is the Parish Council happy with the service and does it have any ideas to raise the Bus Project profile?

Cllr Close outlined the position of the recreation ground and the skateboard park.

Alan stated that the young people would like to raise more funds and he would be prepared to act as the liaison between them and the Council.

Cllr. Yarrow asked if there were any Health & Safety issues in the Car Park. Alan stated that there were no problems with the site, it was ideal for the Project.

The Chairman closed the meeting at 8.10pm to allow members of the public to participate. The Chairman reconvened the meeting at 8.20pm.

The Chairman stated that the Bus Project was an excellent service and suggested that an article could be produced for publication in the Longstanton Life. Any feedback would be returned to the project via the Clerk.

The Chairman thanked Paul and Alan for their presentation.

10. Reports from Councillors /Working Parties / Representatives:

a) CCC - County Cllr. Shona Johnston sent a written report read to the meeting by Cllr. Tucker.

1. Windmill Bridge - while I was away I was informed that the bridge will not now open until the end of July - I am currently trying to find out the reasons for this delay, which I consider to be unacceptable;
2. Stanton Mereway - the problems of speeding traffic and difficulties entering and leaving here have been brought to my attention; I have asked officers to investigate measures to try to improve the situation.
3. Northstowe Trust - the County Council cabinet will be considering the latest position with regard to the Trust. The developers are not keen to be involved until the S106 negotiations have been concluded. I am extremely unhappy about this - I am inclined to think that once this has happened there will be another reason why they cannot take part. I would prefer to move ahead quickly with the creation of a Town Council for Northstowe, with its own powers to raise a precept and manage its own affairs, rather than the creation of a Trust, which may well simply duplicate other arrangements. I am also concerned at the assumptions for generating income and will raise my concerns (yet again) tomorrow

4. I have held meetings with Martin Bacon and am due to meet Tony Cooper (principal of Cottenham Village College) to discuss provision of secondary education at Northstowe. There is a meeting this evening with governors at Swavesey for parents to learn more about the Swavesey proposals.

I am happy to deal with any issues that may be raised by the Parish Council

Cllr. Grace said that the geographic definition of Northstowe is yet to be clarified, the discussions on boundaries are imminent.

b) SCDC - District Cllr. Alex Riley.

Cllr. Riley reported that he attended the planning meeting at SCDC that considered the Guided Busway entrance and roads. Cllrs Tucker and Close were also present. The committee agreed on three conditions –

- 1) Cycleway space
- 2) Replacement of the hedge.
- 3) Provision for parking outside Mrs Kides property.

These will be written in as conditions.

Cllr. Riley recommended that the PC Chair obtain agreement from the Parish Council that the Chair may attend any external meetings to represent the views of the Parish Council.

The pipe work in the culvert on the Over Road Brook is silted. New X section is 6% of the channel. Date of site meeting to be advised.

Northstowe Boundaries will be soon be defined.

There will be a Northstowe Public Forum on Saturday morning in the Village Institute, two SCDC Councillors will be present.

Andy Batey from Rampton Drift Residents Association has stated that there is nobody interested in forming a Town Council for Northstowe.

The current credit climate is affecting the delivery of houses everywhere. No one is building.

The Stakeholders event last Friday indicated there would not be any European workers on site. Eastern European workers are returning home as the wages are falling here.

Cllr. Riley stated he did not have any information relating to the Area Action Plan format on the Conservation Areas.

Cllr. Riley confirmed he is a member of the Licensing Committee and advised that residents can apply for a review of any licensed premises.

Cllr Riley stated he is on the case regarding the empty properties 18 & 19 Haddows Close.

Cllr. Yarrow reported that a flat in Fairview had been empty for many years.

c) Police Liaison - Cllr. Kessell.

There has been a spate of cars being smashed in the village recently. The cars were mainly targeted at night. Cllr Kessell suggested that a warning be printed in the Longstanton Life advising people to remove all items from their cars.

Burglary at a house on Station Road, passports were stolen.

Vehicle was set on fire at the Over Road garage.

Fly tipping in the brook opposite the Black Bull reported.

d) Parish Paths - Cllr. Tucker stated that a grant £200 has been awarded under the Parish Paths Partnership this year. Parish Paths Officer, Andrew Stimpson has written advising "Further funding may be available through the Northstowe Project, so please let me know if you have any ideas for projects. I am continuing to chase the developers regarding footpath 3, and hope to have this resolved by the end of the year."

Cllr. Johnston reported that at the recent Oakington Reception Centre meeting we asked the Centre Manager if there are any security concerns with cars being parked in Long Lane.

The Manager had said that the Council should write to him for support to convert Long Lane into a Bridleway. Cllr. Johnston proposed the PC write to request support and forward to CCC. Seconded by Cllr. Grace. Unanimously agreed.

e) Immigration Removal Centre- Cllr. Close.

Planners met last Friday to look at the grounds. Report under Item 22 m).
Councillors visit to be arranged by the Clerk during July.

f) Minor Works- Cllr. Yarrow.

Notice board sited near the Guided Busway has become inaccessible. We should consider relocation and that residents be advised.

g) Sports & Social Club- Cllr. Close.

Letter received from Roger Valentine to be covered under item 22b).
LSSC Committee Meeting next week.

h) Burial Ground- Cllr. Johnston.

Grass and hedges cut.

There is a problem with rabbits. The Contractor has offered to clear the ditch, this will allow further inspection. The two trees struck by lightning to be removed. The Contractor will not charge for this work.

i) Staff Liaison- Cllr. Cartwright.

The Staff are behaving very well.

j) Tree Warden - Cllr. Johnston.

The maple tree in the cemetery has come back to life again.

The cherry tree on the old village green is dead. We believe it had been damaged earlier in the year by the grass cutting contractors. The cherry tree was planted where an old tree with root infection was removed.

The trees in Wilson's Road are flourishing.

Two trees by the tennis court on the Recreation Ground require attention, this matter to be referred to the Recreation Ground Charity.

k) Parish Website- Cllr. Close. All ok.

l) Home Farm Working Party- Cllr Grace. Nothing to report.

m)Northstowe Working Party- Cllr. Grace.
The Working Party has met to review the terms of reference that will be presented to the Parish Council at the next meeting.

n) Developers Liaison Working Party- Cllr.Yarrow. Nothing to report.

o) Community Centre Working Party- Cllr. Johnston.
Meeting held with ACRE, who suggested we carry out a survey of the village to find out what facilities are favoured. In order to obtain as many questionnaire returns as possible we should consider incorporating a prize draw on the questionnaires.

Following discussion, Cllr. Johnston proposed that the Working Party draw up a questionnaire, based on the draft circulated, and issue throughout the village. Seconded by Cllr. Grace. Unanimously agreed.

The WP will be asking Jane Lampshire and Roger Valentine to join the Working Party.

Cllr. Tucker will be liaising with SCDC on facilities and funding.

p) Feast Day Working Party- Cllr. Johnston. All as planned.

q) To appoint a Longstanton Life representative to produce Parish Council reports for publication. Cllr. Johnston proposed Cllr. Close. Seconded by Cllr. Grace. Unanimously agreed.

The Chairman closed the meeting for a short break at 9.05pm.

The Chairman reconvened the meeting at 9.20pm.

The Chairman announced that Cllrs.Yarrow and Harradine gave apologies and left the meeting early.

11. Planning Matters - Cllrs.Kessell & Grace

S/0878/08/F – Conservatory, Avalon Station Road was discussed.

Cllr. Kessell proposed Approval without comment. Seconded by Cllr. Johnston. Unanimously agreed.

S/0866/08/F – Extension, New Close Farm, Bar Road was discussed.

Cllr. Kessell proposed Approval without comment. Seconded by Cllr. Grace. Unanimously agreed.

S/0638/08/F – New Access Roadway, Digital Park, Station Road.

The application has already been approved at SCDC.

Planning matters received for information noted:

S/0483/08/F – 6 Stephenson's Road, Conservatory. Permission granted.

S/0547/08/A – 34 High Street, display of signs. Consent given.

S/0480/08/F – 18 Ladywalk, Extension. Permission granted.

12. Tree Work applications - Cllr. Johnston
 C/11/40/067 – Long Lane, T51, as per decay detection report was discussed. Upon telephoning Roz Richardson for clarification of the work, she had said that part of the report and work detail was missing.
 Cllr. Grace proposed Refuse with comment – it is unclear as to what work is required and would defer the matter until remainder of the report is received. Seconded by Cllr. Johnston. Unanimously agreed.

C/11/40/067- 45 St Michaels, Sycamore tree was discussed. Cllr Johnston proposed Approval. Seconded by Cllr. Close. Unanimously agreed.

It was noted that the above application reference numbers are the same.

13. Finance –

- a) Accounts - Receipts and Payments Account for year ending 31st March 2008 were presented by the Clerk. Cllr. Close proposed approval of the accounts. Seconded by Cllr. Truran. Unanimously agreed.
- b) Audit Statements 2007/8 were presented by the Clerk. Cllr. Grace proposed agreement of the document and approval of signing of 2007/8 Audit Return. Seconded by Cllr. Johnston. Unanimously agreed.

Information noted: Public inspection period (as per Audit Regulations) commenced on 3rd June for 20 days. Notice posted 20th May 2008.

- c) Balance of Accounts at 30th May 2008 noted.
 Reserve account - £72,476.07
 Current account - £ 500.00
- d) Insurance Claim – Impact damage to a memorial bench situated at The Dale. Claim submitted for replacement 30th May 2008.
 Total claim £863.62.
 Awaiting confirmation from our Insurers to proceed.
- e) Cllr. Close proposed approval of the presented cheques for signature. Seconded by Cllr. Truran. Unanimously agreed.
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| a) Staples Stationery | £ 167.62 |
| b) Friends of Hatton Park School PTA s137 | £ 100.00 (PCM 12/05/08) |
| c) Glen Lovell – Office keys | £ 76.11 |
| d) Playsafety Ltd (ROSPA) | £ 88.13 |
| e) Village Institute (Hall hire & Office rent) | £ 496.00 |
| f) W.Sellwood salary | £ 257.35 |
| g) W.Sellwood expenses | £ 28.65 |
| h) Brookfield Groundcare (Playground) | £ 90.00 |
| i) Brookfield Groundcare (Cemetery) | £ 260.00 |
| j) Inland Revenue | £ 545.84 |
| k) P.Haywood salary | £ 1118.06 |
| l) P.Haywood expenses | £ 21.87 |
| m) P.Haywood reimbursement expenses | £ 152.29 |

n) G.Lovell – Litter collection May £ 130.00.

14. Parish Council debate, in the Parish Action Plan context, what can be done to improve road surface and road drainage, poor sidewalk conditions, poor cycling provisions, poor lighting provisions at Woodside/St Michaels? Following discussion, Cllr Close proposed that a survey of Woodside & St Michaels Road surface, drainage and footpaths reporting on conditions and repair recommendations, including costs be requested from CCC Highways. Copy of the request to be sent to County Cllr. Johnstone. Seconded by Cllr. Grace. Unanimously agreed.
15. Draft letter circulated. Parish Paths Partnership Grant very low, they have suggested we will receive funding from s106 Northstowe. It was agreed the Clerk send the letter to Peter Duthie and copy to Cllr. Shona Johnstone. It was agreed that Cllr. Tucker write to John Cooper requesting an explanation as to how the Northstowe s106 would support Parish Paths funding.
16. Playground ROSPA report – Cllr Tucker reported that the work required on the playground was minimal but replacement equipment will need to be considered in the future.
17. Letter from Mr.D.McMillan of Nelson Crescent re: Lighting was discussed. It was agreed to refer the matter to the Home Farm Working Party. Cllr. Tucker will advise Mr McMillan.
18. To consider Parish Council Member's application for a dispensation from the Standards Committee of South Cambridgeshire District Council. (s81 LGA 2000). Cllr. Close stated that the dispensation may not be required as it is likely the Recreation Ground Charity will be dissolved before the next meeting of the Standards Committee. Cllr. Grace proposed this matter be reviewed at the next meeting. Seconded by Cllr. Close. Unanimously agreed.
19. The Planning Inspectorate – RSS: Planning for Gypsy and Traveller Accommodation in the East of England.
To consider appointing an external body representative and /or attendance at the Preliminary Meeting on 25th July 2008 in Letchworth. Following discussion, Cllr. Grace proposed Cllr. Close be appointed representative and attend the Meeting in Letchworth on the 25th July, also liaise with the relevant Working Parties as required. Seconded by Cllr. Meacher. Unanimously agreed.
20. SCDC – Review of Street Trading Consent. To consider response to questionnaire. Following discussion, Cllr. Cartwright proposed the Clerk request clarification on the questionnaire and report to the next meeting. Seconded by Cllr. Grace. Unanimously agreed.
21. Proposals for a review of the boundary between South Cambridgeshire District Council and Cambridge City Council – Consultation with the parishes within South Cambridgeshire. Following discussion it was agreed that no response would be given as there are no issues for the area of Longstanton.

22. Correspondence received and noted:

- a. Letter from Andrew Lansley re: Longstanton bypass.
- b. Email from R.Valentine re: Sports & Social Club
Cllr. Ballard said that he understood that Mr Valentine did not want to see the Club closed down, just to have reasonable opening hours.
Following discussion Cllr. Close said that she had spoken to the LSSC who said they did not think they were responsible. The Council agreed that the LSSC is responsible for the behaviour of their patrons in the car park area. The Council agreed that the LSSC license is at threat.
Cllr. Close will relay the views of the Council to the LSSC Committee at its meeting next week. Councillors offered to attend the next late night function.
- c. SCDC – Draft Homeless Strategy (attachments sent by email to PC)
- d. SCDC – Children’s and Young People’s Participation Event 28th June 2008 at Cambourne.
- e. CCC – Cambridge City Signage Consultation.
- f. Neighbourhood Policing Profile Update May 2008.
- g. NATS – proposed changes to Airspace.
- h. SCDC – An eco-town in South Cambridgeshire? A summary for Parish Councils.
- i. CEN /Cambridge Water – Photographic competition.
- j. CPALC - Local Councils Liaison Committee Minutes.
- k. SCDC – copy letters sent to and from Persimmon Homes Ltd.
- l. SCDC - Consultation documents re: N.W Cambridge Submission draft Area Action Plan. 6 week consultation 19th May to 30th June 2008. It was agreed the Clerk review the documents.
- m. Oakington Immigration Reception Centre 2007 Annual Report and Press Release.
- n. Andrew Lansley – copy letters re: overnight parking facilities.
- o. District Cllr. A. Riley – copy emails re: traffic control.
- p. CCC – notice of temporary traffic management.
- q. SCDC (Julie Ayre) – S/7006/07/0 – Outline Planning Application for the new town of Northstowe.
- r. SCDC - Parish Council Monthly Update.

23. Matters for consideration at the next Parish Council Meeting.

24. Meeting Dates –

Next Ordinary Parish Council Meeting – 14th July 2008.

25. Close of meeting at 10.40pm.

Signed.....Chairman Date.....2008