



Longstanton Parish Council

Longstanton Village Hall, 24 High Street, Longstanton CB24 3BS Tel: 01954 782323

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Chairman: Cllr Dan delaMare-Lyon **Vice Chairman:** Cllr Steve Burns **Parish Clerk:** Libby White BEM FdA FSLCC

Notice of Meeting: Full Council

Time: 7.30pm

Date: 14th June 2021

Venue: Longstanton Village Hall, 24 High Street, Longstanton CB24 3BS

To All Members of the Council

You are hereby summoned to attend the Full Council Meeting of Longstanton Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

Members: 11 Vacancy: 0 Quorum: 4

The meeting is open to members of the public (including the press), but is not a public meeting.

Libby White

Mrs Libby White BEM FdA FSLCC – Parish Clerk, 8th June 2021

Agenda

21-22/30 Chairman's Welcome

21-22/31 Apologies for Absence

21-22/32 Councillors' Declarations of Interest

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

21-22/33 Public Participation (10minutes in total)

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.

21-22/34 Approval of Minutes

- a) To approve the minutes from the meetings held on 17th May, 24th May and 8th June 2021.
- b) Matters to report from previous minutes
- c) Clerk's Report – *circulated with meeting papers prior to meeting*

21-22/35 Planning Matters

- a) [21/01430/HFUL](#) – erection of a 1.95m fence at 59 Magdalene Close, Longstanton
- b) [21/01772/HFUL](#) – single storey front extension at 7 Magdalene Close, Longstanton
- c) [21/01789/HFUL](#) – Two storey front and two storey side extensions at Hazlewell Farm, Bar Road, Longstanton
- d) [21/01790/HFUL](#) – existing detached garage/storage block extended over track/driveway with one bed family annex constructed at far end at Hazlewell Farm, Bar Road, Longstanton
- e) [21/01801/HFUL](#) – two storey front extension, additional windows and front porch at 64 Thornhill Place, Longstanton
- f) [21/01093/LBC](#) – essential repointing and repair to exterior front wall brickwork below wall plate, and repointing and repair of inglenook fireplace at 1 St Michaels Lane, Longstanton
- g) [21/02181/HFUL](#) – addition of carport roof structure on top of existing walls on each side of the driveway at 3 Mills Lane, Longstanton
- h) To consider any response to the East West Rail consultation.

21-22/36 Finance Matters

- a) To receive an update on the financial situation of the Council from the Clerk.
- b) To approve the invoices for payment as at the end of the agenda.
- c) To consider the purchase of laptops for Hattons Park School as discussed in January, from the Covid support money.
- d) To consider and approve the updating of the contact details for the accounts to Ben Stoehr of LGS Services while covering the role of Clerk

21-22/37 Review of Committees and Working Groups

- a) To review and approve Terms of Reference for the Community Engagement and Amenities Working Groups

21-22/38 County and District Council Matters

- a) To receive the report from both the County and District Cllrs.
- b) To consider a response to SCDC about the 'Reappraisal of the Longstanton Conservation Area' which has not been notified to the parish council.

21-22/39 Highway and Footpath Matters

- a) To receive an update on the adoption of Home Farm Phase 2 roads and Central Open Space.
- b) To consider any items to be raised at the Highways meeting on 18th June.
- c) To consider residents' concerns over the bridleway from the A1307 to Wilsons Road.
- d) To consider the communication received from the Public Rights of Way Officer in respect to Longstanton Public Footpath 4 and the possible installation of a kissing gate.

21-22/40 Community and Council Matters

- a) To allocate risk assessments to Cllrs for completion.
- b) To formalise the hiring process for a replacement Clerk.

21-22/41 Correspondence (For information only)

Various NALC, CAPALC, CCC and SCDC newsletters and other correspondence has been circulated to Cllrs since the meeting held in May.

DATE OF NEXT MEETING: Monday 12th July 2021

Any business to be considered at the Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

Item 21-22/36b

Invoice No.	Payee	Description	Net	VAT	Gross
	Mrs EG White, HMRC, etc.	Salary Payments			4,388.82
AEP1205877131	THREE MOBILE	Mobile Phone	8.16	1.63	9.79
22325324	TALKTALK	Phone and Internet	26.00	5.20	31.20
13605	ICCM	Cemetery Subscription	95.00	-	95.00
2021	CAME AND COMPANY	Insurance	1,066.17	-	1,066.17
1156276078	KONICA MINOLTA	Photocopier	100.32	20.06	120.38
101164	VILLAGE HALL	Hall and Office rental	759.86	-	759.86
1043	GDL SERVICES	Litter picking	105.00	-	105.00
21JUNRATES	SCDC	Office Non-Dom Rates	106.00	-	106.00
2680	CAPALC	Cllr Training (discounted)	100.00	-	100.00
13048	BROOKFIELD	Grass cutting	609.00	121.80	730.80
13049	BROOKFIELD	Grass cutting	550.00	110.00	660.00
70722298	OPUS ENERGY	Streetlighting	8.02	0.40	8.42
70722305	OPUS ENERGY	Streetlighting	138.00	6.90	144.90
70722306	OPUS ENERGY	Streetlighting	2.77	0.14	2.91
70722392	OPUS ENERGY	Village Green Electric	9.50	0.48	9.98
2691	CAPALC	Cllr Training	150.00	-	150.00
6896	RED SHOES	Payroll Services	46.50	9.30	55.80
SM23648	RIALTAS	Accounts Software Support	673.00	134.60	807.60
			4,553.30	410.51	9,352.63

LONGSTANTON PARISH COUNCIL