



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. Andrew Wycherley **Clerk:** Mr. Jaymes Sinclair

Notice of Meeting: Full Council
Time: 19:30
Date: 4th March 2024
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 writing before the meeting.

Members: 7 Vacancy: 4 Quorum: 4

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

J Sinclair

Mr J Sinclair – Clerk
27th February 2024

Agenda

23-24/108 Apologies for Absence

23-24/109 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.

23-24/110 Public Participation (10 minutes 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.

23-24/111 Approval of Minutes

- a) To approve the minutes of the meeting dated 5th February 2024.

23-24/112 Co-option to fill vacancy

- a) To receive an update on progress made in filling Councillor vacancies.

23-24/113 Planning

- a) [23/04617/CONDA](#) 10 High Street Longstanton Cambridgeshire CB24 3BP Submission of details required by condition 4 (Traffic Management Plan) of planning permission 23/04617/FUL.
- b) [24/00352/CL2PD](#) 2 Stevensons Road Longstanton Cambridgeshire CB24 3GY Certificate of lawfulness under S192 for a proposed front porch.

23-24/114 Regular Reports – to receive an update on

- a) Longstanton Groundwater issues.
- b) Hatton Road Ponds & B1050 Cycle Route.
- c) Northstowe Open Spaces Report.
- d) Homes England updates.

- e) Longstanton & District Heritage Society / Heritage Building update.
- f) Central Open Space Working Group.
- g) Hatton Park Primary School – Projects, parking issues, pupil transport and highway safety.
- h) Highways matters.
- i) Anti-Social Behaviour – Response and Prevention.
- j) Community Upkeep – to consider retaining this as a regular agenda item.

23-24/115 County and District Council Matters

- a) To receive the reports from both the County and District Councillors.

23-24/116 Finance

- a) To approve the payments and to note the associated finance reports.

23-24/117 Parish Council Matters

- a) To receive an update on Wilsons Road bridleway.
- b) To approve the date for the 2024 Summer Event and consider quote from cinema provider.
- c) To approve a date for the tree planting event.
- d) To consider quotes received for website/email replacement.
- e) To approve and sign papers relating to the deed of easement with Anglian Water.
- f) To receive an update on the relaunch of the ParkPlay scheme.
- g) To consider signing the Parish Council up to the NALC/SLCC 'Civility and Respect Pledge'
- h) To consider preparations for the 2024 Annual Parish Meeting.
- i) To discuss means of accessing meeting documentation.
- j) To review outstanding actions/activities and the council's capacity to discharge them.
- k) To consider a response to Cambridgeshire County Council's update on weed spraying.
- l) To consider received Grass Cutting Tender applications.
- m) To consider writing of regular PC update to post online in absence of Longstanton Life.
- n) To discuss purchase of .pdf editing software.
- o) To receive feedback from Clerk's review / training requirements.

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.