



# Longstanton Parish Council

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

[clerk@longstanton-pc.gov.uk](mailto:clerk@longstanton-pc.gov.uk) [www.longstanton-pc.gov.uk](http://www.longstanton-pc.gov.uk)

Chairman: Cllr Dan delaMare-Lyon Vice Chairman: Cllr Steve Burns Parish Clerk: Libby White CertHE PSLCC

**Notice of Meeting:** Full Council  
**Time:** 7.30pm  
**Date:** 9<sup>th</sup> March 2020  
**Venue:** Longstanton Village Hall, 24 High Street, Longstanton, CB24 3BS

To All Members of the Council

You are hereby summonsed to attend the Full Council Meeting of Longstanton Parish Council for the purpose of transacting the business as set out below.

Members: 11 Vacancy: 0 Quorum: 4

*In order to reduce the length of meetings it would be appreciated if you would contact the Clerk before the meeting if you have any queries or need further information.*

*Any Member who is unable to attend the meeting should send their apologies before the meeting.*

***The meeting is open to the public (including the press)***

Mrs Libby White CertHE PSLCC – Parish Clerk  
3<sup>rd</sup> March 2020

## **19-20/181 CHAIRMAN'S WELCOME**

## **19-20/182 APOLOGIES FOR ABSENCE**

## **19-20/183 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

## **19-20/184 PUBLIC PARTICIPATION SESSION (10 min)**

- 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.

## **19-20/185 APPROVAL OF MINUTES**

- a) To approve the minutes from the meeting held on 10<sup>th</sup> February 2020.
- b) Matters to report from previous minutes
- c) Clerk's Report – *circulated with meeting papers prior to meeting*

## **19-20/186 ST MICHAELS CHURCHYARD**

To receive and consider an update on matters concerning the churchyard from members of the Churches Conservation Trust

## **19-20/187 KINGFISHER POND**

To consider the ongoing concerns with the Kingfisher Pond and potential dewatering of the gravel seam.

## **19-20/188 NORTHSTOWE MATTERS**

- a) To receive an update from the Community Project Officer for Northstowe.
- b) To receive a report from the SCDC CEO, Liz Watts on the ongoing enforcement for Northstowe Phase 1
- c) To note the report from the Civic Affairs Committee Meeting held on 3<sup>rd</sup> March discussing the Community Governance Review.
- d) To consider the draft submission documents for the second part of the Community Governance Review

## **19-20/189 FINANCE MATTERS**

- a) To receive an update on the financial situation of the Council from the Clerk.
- b) To approve outstanding payments to be made for February (no Finance Committee held as inquorate).
- c) To consider the Grant Application from Friends of St Michaels.

#### **19-20/190 PLANNING MATTERS**

- a) To respond to the query from SCDC's Historic Environment Team Leader about the Conservation Area  
***Planning Matters for comment***
- b) [20/01070/HFUL](#) - Proposed demolition of existing rear elevation annex and replacement extension for assisted living conversion of the ground floor at 1 Bar Farm Cottages, Bar Road, Longstanton
- c) [20/01417/S73](#) - Variation of condition 7 (Traffic management plan) pursuant to planning permission S/0277/19/FL to reflect the proposals in the Traffic Management Plan the current wording (ii) Contractor parking shall be within the curtilage of the site and not on the street to be replaced by (ii) Arrangements for contractor parking at The Retreat, Fews Lane, Longstanton
- d) To consider the parish council's response to the consultation on the Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire  
***Planning Matters for Information only***
- e) To note receipt of [20/01221/SCRE](#) – Environmental Impact Assessment Screening Option at land at Station Road, Longstanton

#### **19-20/191 COUNTY COUNCIL MATTERS**

- a) To receive the County Councillor Report.

#### **19-20/192 DISTRICT COUNCIL MATTERS**

- a) To receive the report from the District Councillors.
- b) To consider attendance at the Parish Planning Forum to be held on 30<sup>th</sup> March.

#### **19-20/193 HIGHWAY AND FOOTPATH MATTERS**

- a) To note any update on the adoption of Home Farm roads.

#### **19-20/194 COUNCIL ADMINISTRATION MATTERS**

- a) To receive a report from the Clerk following attendance at the Practitioners Conference attended on 26<sup>th</sup> and 27<sup>th</sup> February.
- b) To consider a new member to the Finance Committee.
- c) To consider the Annual Parish Meeting (27<sup>th</sup> April) and theme for the meeting.
- d) To consider the request from the Cricket Club to use the Recreation Ground for a training week in July (following the inquirate Village Hall and Recreation Ground charity)
- e) To consider the adoption of the new Cemetery Regulations and Memorial Policy.
- f) To receive a report following the CAPALC EGM held on 2<sup>nd</sup> March 2020.

#### **19-20/195 COMMUNITY MATTERS**

- a) To consider the proposal to hold a 75<sup>th</sup> VE Anniversary Event on 7<sup>th</sup> May at Northstowe House (Homes England Offices) with LDHS
- b) To consider printing a commemorative booklet for every house in Longstanton and Northstowe to commemorate VE Day.

#### **19-20/196 POLICE MATTERS**

To receive an update on police matters from the Clerk.

#### **19-20/197 COMMITTEE MATTERS**

To note that the Finance Committee did not meet in February as it was not Quorate.

#### **19-20/198 CORRESPONDENCE (for information only)**

- Various NALC, CAPALC and SCDC newsletters have been forwarded to Cllrs since January

#### **DATE OF NEXT MEETING: Monday 6<sup>th</sup> April 2020**

*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.*

Appendix 1 – 9<sup>th</sup> March 2020 item 19-20/188b

01/02/2020		Longstanton Parish Council Current Year					Page 1		
14:49		PURCHASE LEDGER 1 UNPAID INVOICES BY DATE							User: EW
Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance		
30/09/2019	124904	PEA001	PEAR	225.00	45.00	270.00	270.00		
06/12/2019	* 16580	AVA001	AVANTI HIGHWAYS	400.00	80.00	480.00	480.00		
21/01/2020	815	LAW001	LAWRENCE KELLY	200.00	40.00	240.00	240.00		
28/01/2020	1832	CAP001	CAPALC	75.00	0.00	75.00	75.00		
01/02/2020	00997	GDL001	GDL SERVICES	80.00	0.00	80.00	80.00		
02/02/2020	AB01082796515	THR001	THREE MOBILE	8.16	1.63	9.79	9.79		
07/02/2020	101094	LON001	VILLAGE HALL	475.11	0.00	475.11	475.11		
11/02/2020	2820	CAM004	CAMBRIDGE GLASS	198.00	39.60	237.60	237.60		
13/02/2020	SIN034557	ONL001	ONLINE PLAYGROUNDS	46.50	9.30	55.80	55.80		
<b>TOTAL INVOICES</b>				<b>1,707.77</b>	<b>215.53</b>	<b>1,923.30</b>	<b>1,923.30</b>		

Date: 18/02/2020		Longstanton Parish Council Current Year				Page 1	
Time: 15:11		Current Bank Account					
List of Payments made between 01/02/2020 and 29/02/2020							
Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail		
27/02/2020	Mrs EG White	FEBSALARY			February Salary		
27/02/2020	NEST Pension	FEBPENSION			February Pension		
27/02/2020	HMRC	FEBTAX			February Tax & NI		
27/02/2020	Mrs EG White	FEBREIM			February Reimbursement		
27/02/2020	Bobby Scheme	FEBBOBBY	1,000.00		LPC Donation		
<b>Total Payments</b>			<b>3,181.61</b>				