

# Longstanton Parish Council



Minutes of the Meeting of the Council,  
held at Longstanton Village Hall on  
Monday 2<sup>nd</sup> October 2023 at 19:30.

**Present:** Cllr. delaMare-Lyon (Chair) Cllr. Wycherley, Cllr. Ferreira, Cllr. Street, Cllr. Zargar

**In attendance:** J Sinclair (Clerk). Two Members of the Public

**23-24/58 Apologies for Absence**

Apologies received from Cllr. Smith

**23-24/59 Councillors' Declarations of Interest**

Cllr. Street declared an interest in Agenda item 23-24/67 a.

**23-24/60 Public Participation**

It was agreed that the agenda items relating to members of the public in attendance be discussed first.

**23-24/67 f) To consider a request from Friends of St. Michael's to fund repairs to St. Michael's Churchyard Gate.**

A member of the public representing the Friends of St. Michael's church provided the Council with a condition report of the St. Michael's gate, a repair history and materials required to repair it. It is estimated that the materials would cost £160 – £200.

Cllr. Brash-Hall arrived at 19.35.

Cllr. delaMare-Lyon noted that this request is in addition to a grant application from the Friends of St Michael's Church to fund seating. The Clerk confirmed that in accordance with research undertaken among other Clerks, Friends of St. Michael's Church can be considered a 'Community Group in an unusual building' and not a religious organisation.

Cllr. Wycherley highlighted that cost of gate repairs should be checked against the budget.

It was unanimously agreed that the Parish Council would pay for the repairs to the gate to be carried out. The Clerk noted that a request had also been made for repairs to a memorial bench at St. Michael's Church.

**ACTION: Clerk to check details of memorial bench with Friends of St. Michael's Church as it was unclear which bench was in question.**

**23-24/67 e) To review a grant application received from Friends of St. Michael's Church.**

Following discussion it was agreed that Longstanton Parish Council should contribute £500 towards the Friends of St. Michael's Church chair grant application.

**ACTION: Clerk to contact Friends of St. Michael's Church to finalise grant once suitable chairs have been sourced.**

**23-24/61 Approval of Minutes.**

The minutes of the Full Council meeting held on 4<sup>th</sup> September were approved as an accurate record. Proposed by Cllr. Wycherley, seconded by Cllr. Brash-Hall.

**23-24/62 Co-option to fill vacancy.**

The Clerk reported on available Councillor training dates for Cllr. Zargar and Cllr. Smith.

**ACTION: Clerk to liaise with Cllr. Smith and book training sessions for requested dates and to continue advertising for Co-option.**

**23-24/63 Planning**

No applications listed with GCSP.

**23-24/64 Regular Reports – to receive an update on**

a) Longstanton Groundwater issues.

Cllr. Wycherley reported from the most recent LEGG meeting. It was noted that water levels may have dropped by 2 metres since works commenced.

b) Hatton Road Ponds & B1050 Cycle Route.

Cllr. Wycherley reported that L&Q are in the process of contracting a landscaper to work on the area around the B1050 ponds. There has been no update regarding the cycle route.

c) Northstowe Open Spaces Report.

Cllr. Wycherley reported that the proposition to install a kissing gate to deter anti-social behaviour was well received. After discussion of potential locations it was agreed that Cllr. Wycherley should propose the location of a kissing gate to L&Q.

**ACTION: Cllr. Wycherley to propose the installation of a kissing gate on L&Q land to L&Q.**

d) Homes England updates.

No update provided

e) Heritage Building update.

In his absence, Cllr. deMare-Lyon delivered District Cllr. Bygott's statement regarding the Heritage Building included in his October report. A representative of Longstanton and District Heritage Society presented a brief history and overview of the society for the benefit of Councillors. The overview detailed the problems faced during COVID and the results of the Heritage Annex's developer going into administration. Concerns regarding the display and location of local archaeological discoveries.

It was noted that two meetings concerning the heritage building are scheduled. The first on 5<sup>th</sup> October with Homes England and District Cllr. Bygott. The second on the 13<sup>th</sup> of October with Anthony Browne MP.

The presentation concluded with a request for support from Longstanton Parish Council in the form of a letter to South Cambridgeshire District Council requesting the following:

- 1. That Homes England meets its Phase 2 Section 106 obligations for the display and storage of the Longstanton and District Heritage Society archives within Northstowe; preferable on Phase 2 (the former site of RAF Oakington) as this was the original intention.*
- 2. That South Cambridgeshire District Council advises Homes England that the monies provided by them to the County Council for the Heritage Annex building (via the Phase 3 section 106 agreement) be returned and used within the Northstowe site for the display and storage of the Longstanton and District Heritage Society archives and display of Northstowe archaeology.*

It was agreed that Longstanton Parish Council would provide support in the form of a letter, as requested.

**ACTION: Clerk to write to South Cambridgeshire District Council in support of Longstanton and District Heritage Society.**

- f) Central Open Space Working Group.

Cllr. de laMare-Lyon noted, following previous discussions with Brookfield Groundcare, that the Central Open space will need 'flattening' by the end of this year if work is to commence next year.

**ACTION: Clerk to arrange flailing and flattening with Brookfield Groundcare.**

Cllr. Ferreira suggested some options for walkways round the site including honeycomb matting to hold gravel in place and raised board walks around the wetter areas.

After discussion it was agreed that there must be considerable residential involvement in the process and the most suitable means for this is to form a working group.

**ACTION: Clerk to promote a Central Open Space working group via the normal channels.**

- g) Hatton Park Primary School – Projects, parking issues, pupil transport and highway safety.

No updates provided. Cllr. Brash-Hall noted that parking continues to be an issue at school-drop off and pick-up times.

- h) Highways matters.

The Clerk updated the Council on the items raised ahead of the Highways meeting on October 6<sup>th</sup>.

- i) Anti-Social Behaviour – Response and Prevention.

The Clerk provided an update on ASB matters within the Parish, reporting that no incidents have been reported, fly tipping appears to be down, but littering continues to be an issue. Notably, Disposable Vapes (and packaging), Confetti Cannons and miniature alcohol bottles believed to be sold by the Post Office, which get littered around the Village Hall/Thornhill Place area. It was noted that the Co-Op does not sell these bottles.

**ACTION: Cllr. Brash-Hall to speak to Post Office manager regarding sale of the alcohol miniatures.**

- j) Community Upkeep.

The Clerk reported on a number of issues brought to his attention by residents and some earlier discussed 'easy-wins' to improve the appearance of the village. It was noted that Cllr. de laMare-Lyon

and the Clerk had discussed the option of planting spring bulbs on the Over Road/Home Farm Road roundabout earlier in the year, but no decision had been made.

It was also highlighted that the Grade II listed Village Water Pump at Striplands Farm had become engulfed in Ivy and needs tidying up. The Clerk also reported that in discussion with Brookfields the potential to plant spring bulbs around to improve the area had been raised.

**ACTION: Clerk to contact Brookfield Groundcare to arrange bulb planting and the cleaning up of the Water Pump.**

Cllr. deLaMare-Lyon noted that the Station Road Corner outside Hatton's House and opposite the aforementioned Water Pump had raised safety concerns among residents as the footway is very narrow. Following research Cllr. deLaMare-Lyon had discovered that a road narrowing and traffic lights would be the only way to improve safety on that corner as it is a blind bend. It was noted that funding would need to be applied for to carry out this project.

Cllr. Wycherley proposed and Cllr. Brash-Hall seconded that further investigations should be made with County Cllr. Thompson and Highways regarding funding.

**ACTION: Clerk and Cllr. deLaMare-Lyon to raise traffic calming on Station Road corner at Highways Meeting**

**23-24/65 County and District Council Matters**

As no District or County Councillors were present, reports were only discussed briefly. Cllr. deLaMare-Lyon noted that Cllr. Warren-Green's report highlighted the changes to South Cambs' road naming policy. In addition to this, the report announced that Homes England will run a competition would be held to name the Southern Access Road.

**23-24/66 Finance**

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

Payments were reviewed and approved by Cllr. Wycherley and Cllr. Ferreira.

b) To consider replacement Parish Council mobile phone options.

The Clerk presented an option for a refurbished handset. The purchase of which was approved.

**23-24/67 Parish Council Matters**

a) To receive an update on Wilsons Road bridleway.

No update was received.

- b) To receive an update on bookings for Christmas Event.

Cllr. delaMare updated the Council on the state of the 'living' Christmas tree planted on the Village Green. The tree's health was reported to be poor. It was proposed and approved that the Council return to the original supplier for advice.

**ACTION: Clerk to contact Sylvia Newman Garden Design re: Christmas Tree.**

The Clerk reported on the quote for a cut tree from Elveden Christmas Trees at £660. Cllr. Street noted that in the past, the Village Christmas tree had been supplied by the Christmas tree seller in Willingham and believed that it had also been donated free of charge.

**ACTION: Clerk to make contact with Willingham Christmas Tree seller and arrange a comparative quote.**

- c) To receive an update on arrangements for Remembrance Day 2023.

The Clerk updated the Council on arrangements for Remembrance Day including a proposed schedule for the event, drawn up in agreement with the Royal British Legion and All Saints' Church.

The Clerk noted that a number of the 'lamp post' poppies are damaged and replacements should be sought.

Cllr. delaMare-Lyon highlighted that the previous batch were order in a large quantity.

**ACTION: Clerk to investigate bulk purchase with Poppy Shop.**

- d) To receive an update on the application to reduce the village speed limit to 20 mph.

Cllr. delaMare-Lyon noted that the County Council are due to make their decision on applications this month.

consider a request from a resident to replace the memorial bench outside St. Michael's Church.

- h) To consider a new supplier of Mapping Software.

The Clerk presented a case to purchase a subscription to 'Parish Online' mapping software, highlighting the software's advantages and lower price over the currently subscribed software. The council were approving of the alternative software, particularly the asset management feature.

The purchase of 'Parish Online' was approved.

**ACTION: Clerk to cancel subscription to Pear Technology and subscribe to Parish Online.**

- i) To receive an update from Cllr. Ferreira on Local Businesses' Community Care.

Cllr. Ferreira updated the council on communications with local businesses. Offers of street sweeping have been received. After discussion it was agreed that a list of items needed in the village, e.g. benches, waste bins etc. and to investigate the potential for businesses to fund or sponsor such items.

**ACTION: Clerk to collate list of items required in the village.**

- j) To consider professional refurbishment of Book Swap phone box on High Street.

The Clerk reported that a 'swap out' service is available on the phone box from Remember When, which would save money on transportation. The orientation of the phone box would need to be checked to maximise accessibility.

Further details to be shared at next meeting.

- k) Website updates. Updates needed for Councillor profiles, photographs, and roles within the Parish Council.

This item was deferred until the next meeting.

- l) To receive an update on the progress of the Park Play scheme.

The Clerk reported on recent attendance at the Northstowe-Longstanton Park Play. It was noted that Longstanton residents had little knowledge of the event and further advertising is required.

**ACTION: Clerk to chase advertising materials with Park Play co-ordinator.**

**The meeting closed at 21:45.**

Signed ..... (Chair)

Date .....