

# Longstanton Parish Council



Minutes of the Meeting of the Council,  
held at Longstanton Village Hall on  
Monday 6<sup>th</sup> November 2023 at 19:31.

Present: Cllr. deLaMare-Lyon (Chair) Cllr. Wycherley, Cllr. Ferreira, Cllr. Smith, Cllr Brash-Hall

In attendance: J Sinclair (Clerk), Cllr. Bygott, Cllr. Warren-Green.

## **23-24/68 Apologies for Absence**

Apologies were received from Cllr. Zargar and Cllr. Street

## **23-24/69 Councillors' Declarations of Interest**

Cllr. deLaMare-Lyon noted that a reimbursement for him is listed in this meeting's finance pack.

## **23-24/70 Public Participation (10 minutes in total)**

None

## **23-24/71 Approval of Minutes**

The Minutes of the meeting held on 2<sup>nd</sup> October 2023 were approved as an accurate record by Cllr. Wycherley and Cllr. Ferreira.

## **23-24/72 Co-option to fill vacancy**

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

The Clerk reported that no further applications have been received.

## **23-24/73 Planning**

### **a) No applications listed with GCSP.**

The Clerk reported that since writing the agenda, an email had been received from planning, highlighting the rejection of an appeal on application 20/04232/OUT.

## **23-24/74 Regular Reports – to receive an update on**

### **a) Longstanton Groundwater issues.**

No update was provided.

### **b) Hatton Road Ponds & B1050 Cycle Route.**

Cllr. Wycherley noted that the earth which is mounded up by the B1050 is to be used in the early part of the new year for landscaping works.

Cllr. Warren-Green asked if there were any queries for Cllr. Thompson. Cllr. Wycherley asked if Cllr. Thompson had heard back from planning regarding the communications surrounding the B1050 cycleway. Cllr. Warren-Green will report back.

### **c) Northstowe Open Spaces Report.**

Cllr. Wycherley reported that none of the parties present at the Northstowe Open Spaces Meeting had any opposition to the installation of the kissing gate at the end of the Prentice Close passageway. The only point raised at the meeting was surrounding the funding for the gate.

### **d) Homes England updates.**

Cllr. Wycherley noted that Homes England had joined the Northstowe Open Spaces meeting for the first time, which he felt had a positive impact.

### **e) Heritage Building update.**

Cllr. deLaMare-Lyon reiterated the Council's decision to back Longstanton and District Heritage Society in their investigation into Heritage Building funding matters. It was agreed that Longstanton Parish Council would continue to support LDHS.

### **f) Central Open Space Working Group.**

A member of the public arrived at 20.01. They queried the responsibility for grass cutting at the northern end of the open space adjacent to Lofthouse Way. Cllr. deLaMare-Lyon confirmed that the land is not owned by the Parish Council, so the grass could not be cut by the Parish Council or anyone who has not been instructed by the land owner.

The member of the public repeated that it is their belief that the grass should be cut by the Parish Council. Cllr. Wycherley confirmed that it would not be possible for the Parish Council to simply 'take on' additional grass cutting and that a legal agreement would need to be in place for such activity to take place.

It was proposed that the Parish Council could contact the landowner and ask them to maintain their land.

**ACTION: LPC to contact landowner, asking them to maintain their land and to provide a maintenance plan for January 2024 onwards.**

The member of the public left the meeting at 20.24.

The Clerk reported that no further work had been done with the open spaces working group.

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

It was noted that parking remains an issue around Hatton Park at pick up and drop off time. Cllr. delaMare-Lyon reported that the double yellow lines outside the Co-Op had been repainted and extended into Nelson Crescent on both corners.

The Clerk noted that he is unable to attend the online Civil Enforcement meeting, Cllr. Smith offered to attend.

**h) Highways matters.**

Nothing in addition to that discussed in point g.

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

Continued motorcycle noise was noted by Cllrs.

**j) Community Upkeep.**

No update.

**23-24/75 County and District Council Matters**

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

Cllrs. Warren-Green and Bygott gave their district reports. Cllr. Bygott reported that he would be in attendance at Longstanton's Remembrance Service and would lay a wreath.

Cllr. Brash-Hall queried the progress of point 23-24/77 g). Cllr. delaMare-Lyon reported that the collection fee for the dumpster at the recreation ground would need to be factored into consideration when looking at the potential rise in bin collecting costs, as waste carriers include disposal of waste in their costs.

Cllr. Brash-Hall, Cllr. Warren-Green and Cllr. Bygott left the meeting at 20:56

**23-24/77 Parish Council Matters**

**a) To receive an update on Wilsons Road bridleway.**

Discussed earlier in the meeting.

**b) To receive an update on arrangements for Remembrance Day 2023.**

The Clerk reported on the finalised arrangements for Remembrance Sunday. It was agreed that the Clerk and Cllr. Ferreira would be in attendance to lay the wreath.

**c) To receive an update on bookings for Christmas Event.**

The Clerk updated the council on arrangements for the Christmas Light Switch on Event. Banners have been updated with this year's timings. Cllr. delaMare-Lyon to arrange installation of the banners and remembrance poppies this week.

The Clerk noted that the budget for the event would struggle to include Lighting for the pathways. Cllr. Wycherley highlighted that funding is still available in the annual budget and reserves to assist.

After discussion it was agreed that maximum of £1000 would be made available for festoon lighting, as it could be used at future events such as open-air cinemas or food truck events.

The Clerk asked how the council would like to select a charitable cause to receive the money raised at the Christmas event. Cllr. Wycherley proposed that funds should go to Longstanton Village Hall and Recreation Ground Charity, to form a grant fund. This was unanimously approved.

**ACTION: Clerk to source suitable lighting solution.**

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

The Clerk noted that the opening for the next round of funding applications is in January. Cllr. delaMare-Lyon added that we shouldn't have to re-apply but it would be worth reviewing our current application and he had received no further feedback.

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

After discussion it was noted that a significant sum had been allocated to projects in and around St. Michael's already this year. It was noted that the bench is dangerous and should be removed, but the plaque retained.

**ACTION: Clerk to contact resident re: Bench decision.**

**f) To consider options for refurbishment of Book Swap phone box on High Street.**

The Clerk presented images of the Phone Kiosks available at Remember When. The significant cost of the project was noted, in addition to which the Clerk reported that groundworks would need to be done in advance, as well as further modifications to the kiosk itself. It was suggested that the Clerk should ask the village what it would like to see done to the kiosk and if other volunteers would come forward to assist the current volunteer.

**ACTION: Clerk to speak to book swap volunteer and poll village for ideas / volunteers. Clerk to request quote for additional features in phone kiosk.**

**g) To receive an update on bin collection arrangements.**

This point was discussed earlier in the meeting.

- h) Website updates. Updates needed for Councillor profiles, photographs, and roles within the Parish Council. To consider new website.**

It was agreed that the current hosting is no longer meeting the council's needs. It was agreed that a new supplier should be sought.

**ACTION: Clerk to seek quotes and mock ups from three companies able to host the PC website and 12 emails for Councillors/Clerk.**

- i) To receive an update on the progress of the ParkPlay scheme.**

The Clerk reported on recent Anti-Social Behaviour at ParkPlay, and that the issue had ceased. It was noted by Cllr. Wycherley that attendance appeared low when he passed the event recently.

**23-24/76 Finance**

- a) To consider anticipated works, projects etc to be included in the 24-25 Budget.**

Cllr. Wycherley reported that he had nearly finished analysis of the current budget and suggested an extra ordinary meeting is scheduled to discuss next year's budget.

**ACTION: Clerk to schedule Extra Ordinary Budget meeting.**

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

Finance reports were noted and payments approved by Cllr. Wycherley and Cllr. Ferreira.

The meeting closed at 21:46.

Signed ..... (Chair)

Date .....