

# Longstanton Parish Council



Minutes of the Meeting of the Council,  
held at Longstanton Village Hall on  
Monday 4<sup>th</sup> March 2024 at 19:36.

Present: Cllr. delaMare-Lyon (Chair), Cllr. Wycherley, Cllr. Street, Cllr. Brash-Hall

In attendance: J Sinclair (Parish Clerk) District Cllr. Bygott, 1 member of the public.

**23-24/108 Apologies for Absence**

Apologies received from Cllr. Smith. Cllr. Wycherley gave advance apologies for the next Full Council Meeting.

**23-24/109 Councillors' Declarations of Interest**

None provided

**23-24/110 Public Participation (10 minutes in total)**

It was agreed that this item should be discussed later in the meeting.

**23-24/111 Approval of Minutes**

- a) **To approve the minutes of the meeting dated 5<sup>th</sup> February 2024.**

Minutes approved as an accurate record by Cllr. Wycherley and Cllr. Street.

**23-24/112 Co-option to fill vacancy**

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

The Clerk reported that one enquiry had been made, but had gone cold following provision of application pack. It was agreed that co-option advertising should continue on Facebook.

**23-24/113 Planning**

- a) **23/0417/CONDA 10 High Street Longstanton**

It was noted that Councillors were supportive of the last application. No further comment made.

- b) **24/00352/CL2PD**

No comment made on this application.

**23-24/110 Public Participation (10 minutes in total) (Also covering 23-24/117 f) to receive an update on the relaunch of the ParkPlay scheme.)**

The newly appointed leader of the Northstowe-Longstanton Parkplay provided the Council with an update on arrangements at Parkplay, following the hiatus and departure of previous leader. It was confirmed that Parkplay would relaunch 9<sup>th</sup> March at the Western Park Sports Pavilion, Northstowe. It was noted that the sports pavilion and its courted area provides greater security than the open field following the issues faced prior to the hiatus.

Cllr. Wycherley questioned what would be a measure of success for Parkplay? This was confirmed by the Parkplay leader as having regular attendees. It was highlighted that some of Parkplay's management team are hoping to visit the event soon. Cllr. deMare-Lyon queried if the full compliment of equipment had been provided by Parkplay? It was stated that the new leader couldn't tell at the moment, until the equipment is transferred to the new storage facility.

It was noted by Cllr. Wycherley that Longstanton's contribution to Parkplay had come entirely from Precept, while Northstowe had received some funding from other sources. It was confirmed that the £5,000 payment for the year would be used to pay the play leader. Cllr. deMare-Lyon questioned if a 13<sup>th</sup> month would be covered by the paid fee, as the disruption had put the event schedule behind. This is yet to be confirmed.

The Parkplay Leader left at 19:52

**23-24/115 County and District Matters**

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

Apologies were received from District Councillor Warren-Green.

District Councillor Tom Bygott provided an update from his report, noting the recent discussion surrounding SCDC's handling of the local water issues. Cllr. Bygott reported that he had enquired if the relevant water investigations would be carried out while water was still plentiful in the area. Cllr. Bygott stated that Stephen Kelly should be chased to provide the water report.

Cllr. Wycherley had agreed that the more parties which chase, the better. It was also noted that LEGG have chased for a copy of the report ahead of their next meeting.

Cllr. Bygott reported on his email regarding bollards outside co-op, Cllr. Wycherley noted having received the email and the unfortunate timing in relation to the recent ram-raid. Cllr. Bygott will chase for more information into why bollards cannot be installed and will copy in District Cllr. Warren-Green.

Cllr. deMare-Lyon asked for an update on the four-day working week trial at South Cambridgeshire District Council. Cllr. Bygott reported that the council wish to push forward and continue the four-day working week, beyond the 12 month period initially agreed. Cllr. Bygott also noted that he suspects service levels have dropped, but would need more data to confirm.

Cllr. Bygott left at 20:09

**a) Longstanton Groundwater issues.**

This matter had largely been covered already. Cllr. Wycherley noted a number of items in County Cllr. Thompson’s report including a walking round around Wilsons Road. It was also reported that the cyclic gully cleaning program had been successful and that it should be repeated.

Cllr. delaMare-Lyon added that Cambridgeshire County Council had done a good job of maintaining the local waterways.

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

Cllr. Brash-Hall reported the increased presence of Deer in the village and highlighted a concern over the new fencing installed along the B1050. Cllr. delaMare-Lyon agreed and expressed concern that the new fences hadn’t been installed to specification as the mesh does not appear to be dug deep enough to discourage lagomorphs from burrowing.

**ACTION: Cllr delaMare-Lyon to investigate new fencing further**

Cllr. Wycherley reported that an update on the cycle route had not yet been provided and noted that he is keen to be able to update residents on the changes to the area. The Clerk reported that enquiries had been received from residents.

**ACTION: Cllr. Wycherley to draft response to enquiry and draft statement regarding access restrictions to the Hatton Road Ponds area.**

**c) Northstowe Open Spaces Report.**

Cllr. Wycherley reported on the shared minutes of the Northstowe Open Spaces report and noted point 11.5 – stating that the mentioned ‘Movement Strategy’ should be investigated.

**d) Homes England updates.**

Cllr. Wycherley reported on the meeting between himself, Cllr. Street and Niki Wagstaff. Cllr. Wycherley provided a slideshow with image to illustrate the situation with the bollards on Wilsons Road.

While walking Cllr. Wycherley noted a defunct kissing gate, it was discussed if this could be relocated and made use of elsewhere in the Parish.

**ACTION: Cllr. Wycherley to investigate defunct kissing gate with Tam Parry**

**e) Heritage Building update.**

Cllr. Brash-Hall queried the status of the freedom of information request surrounding the funding of the Heritage Building. The Clerk confirmed that the request had not been submitted as the matter was discussed but not finalised as an action. The Clerk welcomed Councillors to define a list of criteria for the request to be based on.

It was agreed that the Freedom of Information request would cover:

- i. All details relating to the financing of the Heritage Building Project.
- ii. The current balance of the Heritage Building fund.
- iii. A copy of the contract with the builder.
- iv. Schedules of payments to the contractor.
- v. Proof of payments to the contractor.

It was noted that Cllr. Bygott should be copied in on this, as he is taking a lead on the matter.

**ACTION: Clerk to submit freedom of information request to Cambridgeshire County Council.**

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

No update. It was recognised that the council needs to push for works to get underway. It was noted that the area is very wet at the moment. Cllr. delaMare-Lyon reported that he is likely to have more availability later in the month.

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

Cllr. Brash-Hall queried if the parking signs had deployed recently, as the volunteer's house had looked 'shut up' the Clerk wasn't able to confirm any further details on the parking signs. It was noted that the school had received a 'Good' OFSTED report.

**h) Highways matters.**

Cllr. delaMare-Lyon reported on the most recent Highways meeting.

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

After discussion, it was agreed that Cllr. Brash-Hall would take photographs of area for the proposed kissing gate and forward to the police.

**ACTION: Cllr. Brash-Hall to provide Police with photographs.**

The discussion turned to the access point between Magdalane Close and Western Park. It was noted that an opening in the fence had not always existed. Reviewing historic images on Google Streetview confirmed this. Cllr. Wycherley agreed to pick up the history of the 'Magdalane close gateway'.

**ACTION: Clerk to provide Cllr. Wycherley with historic images of the area.**

**ACTION: Clerk to draw up a regular Social Media / Website post to inform residents how to report crimes and advertise the Policing Survey.**

**j) Community Upkeep.**

After discussion it was agreed to remove this item from future agendas, as the council does not currently have the capacity to handle any additional activities which may arise.

Cllr. Brash-Hall reported that a handyman in Willingham has availability and may be able to take on the water pump project. The Clerk welcomed this and invited Cllr. Brash-Hall to put the Handyman in touch.

**ACTION: Cllr. Brash-Hall to provide Clerk with Handyman's contact details.**

**23-24/116 Finance**

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

Cllr. delaMare-Lyon and Cllr. Wycherley approved payments. It was noted that signatories and contacts for CCLA accounts need to be updated.

**23-24/117 Parish Council Matters**

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

No further comments made, Cllr. Brash-Hall confirmed she will contact Linda.

**ACTION: Cllr. Brash-Hall to contact Linda**

**b) To approve the date for the 2024 Summer Event and consider quote from cinema provider.**

The clerk confirmed that the proposed date for the summer event is 22<sup>nd</sup> June 2024. This date was approved, subject to volunteer support being found. Cllr. delaMare-Lyon questioned the level of community support for village events and noted that more volunteers are needed to continue events at this standard.

Cllr. delaMare-Lyon suggested that the current events volunteers should be polled to see if they will be able to offer support for the summer event. The same query should be made public for new volunteers to come forward. If support isn't available, the event should be pulled, explaining that previous events only succeeded with the help of volunteers.

**ACTION: Clerk to contact existing events volunteers and recruit for new volunteers on Facebook.**

**c) To approve a date for the tree planting event.**

It was proposed and approved that tree planting should take place on 24<sup>th</sup> March 2024.

**ACTION: Clerk to advertise tree planting event.**

**Due to limited time remaining with a quorate number of Councillors, specific agenda items were prioritised for discussion.**

**l) To consider received Grass Cutting Tender applications.**

Councillors reviewed the comparison of applications put together by the Clerk. Cllr. delaMare-Lyon noted that the figured provided by TGS did not add up, it was agreed that this is likely due to a typo. After further discussion it was unanimously agreed that Brookfield should be awarded the contract, as the council has limited time and resources to set up with a new contractor.

Cllr delaMare-Lyon noted that the Recreation Ground contract needs to be renewed ASAP.

**ACTION: Clerk to reply to tender applications**

**ACTION: Clerk to prepare tender documents for Recreation Ground contract in advance of next Charities meeting.**

**n) To discuss purchase of PDF editing software.**

The Clerk reported that all free versions of reliable PDF editors had been exhausted. It was agreed that a purchase should be made. Cllr. delaMare-Lyon noted that Adobe offers a not-for-profit rate which could be purchased by the charity.

**ACTION: Clerk to research Not-for-profit rate from Adobe in advance of next Charities meeting.**

**h) To consider preparations for the 2024 Annual Parish Meeting.**

After discussion it was agreed that the Annual Parish Meeting should be scheduled for 9<sup>th</sup> May, Cllr. Wycherley to prepare 1<sup>st</sup> draft of presentation.

**ACTION: Cllr. Wycherley to prepare presentation for Annual Parish Meeting.**

**g) To consider signing the Parish Council up to the NALC/SLCC 'Civility and Respect Pledge'**

No decision was made on this matter, defer to next meeting.

**e) To approve and sign papers relating to the deed of easement with Anglian Water.**

Papers approved and signed by Cllr. delaMare-Lyon and Cllr. Wycherley, witnessed by the Clerk.

**k) To consider a response to Cambridgeshire County Council's update on weed spraying.**

After discussion, it was unanimously agreed that the Parish should opt-in to weed spraying.

Cllr. Street left the meeting at 21:18

The Meeting closed at 21:19

Signed Cllr. deLaMare-Lyon (Chair) Date 8/4/24