



# Longstanton Parish Council

Minutes of the Full Council Meeting, held at  
Longstanton Village Hall, 24 High Street, Longstanton, CB24 3BS  
Monday 10<sup>th</sup> February 2020 at 7.30pm

Present: Cllr Burns (Chairman), Cllr Ms Harrison, Cllr Owen, Cllr Owens, Cllr Ness  
Clerk: Libby White, Parish Clerk  
C Cllr Hudson  
D Cllr Cheung Johnson  
In attendance: 2 members of the public

## 19-20/165 APOLOGIES FOR ABSENCE<sup>1</sup>

Apologies were received and accepted from Cllr delaMare-Lyon and Cllr Mrs Wilkins (work commitments) and Cllr Mrs Brash-Hall, Cllr McNair, Cllr Street and Cllr McPhater (personal)

## 19-20/166 COUNCILLORS' DECLARATIONS OF INTEREST

*Declarations of interest from Councillors on items on the agenda:* none

*Requests to Speak:* None required

*To receive requests for dispensations:* None

*Grant of dispensations:* None.

## 19-20/167 PUBLIC PARTICIPATION SESSION (10 min)

None.

## 19-20/168 APPROVAL OF MINUTES

- a) It was **proposed** by Cllr Owen, seconded by Cllr Harrison and **RESOLVED** that the minutes of the Full Council Meeting held on 13<sup>th</sup> January 2020 be approved and signed.
- b) The Clerk noted that one of the playground companies used for inspections and remedial work has gone quiet and she cannot get any communication out of them. She has approached another company for quotations to enable remedial works to be undertaken.
- c) Clerk's Report - *circulated with meeting papers prior to meeting*

## 19-20/169 A14 MATTERS

John Akester and Sasan Ghavami from the A14 Integrated Team were in attendance having been invited by the parish council to answer questions and concerns with the ongoing work. They noted that it had been announced by Highways England and A14 Integrated Team that the Swavesey to Milton section (A14) and Local road will be complete by end of Spring 2020. That is with no permanent traffic management but there may need to be the odd closure to complete some remedial work. New lights are installed on the road up to gyratory at Bar Hill. It was confirmed that representatives had been to the village, at rush hour and seen the traffic to understand residents' concerns. Traffic will be monitored before the signals are programmed and it should be noted that the lights are 'intelligent' and will adjust with the flow. Other work includes:

- Westbound exit to Bar Hill to be opened beginning of March.
- Tightening of the cables on the bridge being undertaken.
- Exit at Dry Drayton will close when Bar Hill exit is opened.
- Entry slip onto A14 from Bar Hill (westbound) under construction and will open over the next couple of months.

It was asked what will happen if the traffic flows do not work 6 months after the work has been completed. John Akester will pass concerns to Mr Griffin and report back to Clerk.

With the concern about poor or too much signage being used, Sasha noted that they have to follow Chapter 8 regulations and therefore what some people see as too many signs, they are what has to be complied with. The operatives at the junction who monitor traffic flows have an app on a tablet to reorder the lights to allow the cars through (they are not on their phones).

  
19/46~

It was asked why only whips have been planted when so many mature trees have been felled to make way for construction. They stated it is more difficult for the larger trees to take and harder to get hold of that number of large trees.

#### 19-20/170 NORTHSTOWE MATTERS

- a) Liz Davy, one of the SCDC Officers responsible for running the Community Governance Review (CGR) provided an overview following the completion of Stage 1 of the process. During the process 14 Open meetings/drop ins were held across Longstanton, Oakington & Westwick and Northstowe. There has been a good response with 430+ responses. She noted that SCDC appreciate the work that the parish council has put in to spread the word. The report to go to Civic Affairs on 3<sup>rd</sup> March is currently being drafted and though she cannot feedback too much information due to legal reasons, it is clear that the villages want to be separate as does Northstowe. Feedback was received on the form itself, but the form is governed by statutory process and some found it difficult to fill in or irrelevant to them. The officers have taken comments on board and they will run the next round of questions via the parish councils before making open to residents. There were differing views from residents about the boundaries and these various options will be given to Civic Affairs and it will be them that decide which ones are put out to residents for their thoughts. Would be happy to support another event if the council feels it is necessary.
- b) Jon London, Community Project Officer for Northstowe provided an update on Northstowe matters (via email):
- Approximately 530 occupations
  - The Forum held on 22<sup>nd</sup> January 2020 was successfully live streamed, with individual videos of each presentation available at: <https://www.scams.gov.uk/community-development/northstowe-community-forum/northstowe-community-forum-22-january-2020/>
  - Next Forum will be held on 1<sup>st</sup> April 2020 and will also be live-streamed.
  - Urban Splash have reached out to the community and are gearing up for an on-site presence shortly.
  - The Formal Park is looking much closer to completion, the play equipment is installed and the MUGA is tarmacked.
  - H8 has several houses nearing completion
  - H13 is currently out for consultation (or may have just closed).
- c) It was **noted** that notes from the Northstowe Community Forum held on 22<sup>nd</sup> January 2020 were shared with members in the meeting papers and available on the website.

#### 19-20/171 FINANCE MATTERS

- a) The Clerk provided members with the most recent Finance Report for their information including the first pay out from the Property Fund investment was in excess of £1,400 for the first quarter.
- b) The Clerk provided quotations for remedial work to be undertaken on a couple of severely overgrown verges which are encroaching on either public footpath or the road and work to be undertaken on the Village Green prior to the summer. Cllr Ness will look at maps and identify parish council owned areas which could have trees planted on them.

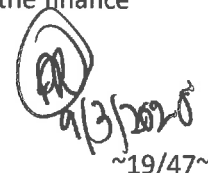
It was **proposed** by Cllr Owen, seconded by Cllr Ness and **RESOLVED** by a unanimous vote that the quotations for the verges be accepted and work completed to ensure that likelihood of damage to property or persons is reduced.

It was **proposed** by Cllr Owen, seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that the quotation to have the road traffic signs and gateways around the village be accepted.

**Action:** The Clerk to liaise with Brookfield Groundcare. Cllr Ness to create a map showing parish council owned land.

The Clerk noted that CAPALC have circulated invitations to several training courses to be held over the next couple of months including HR, H&S, Finance and a half day conference. All information had been circulated to councillors prior to the meeting. It was **proposed** by Cllr Ness, seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that the Clerk check the timetable for the finance courses and if relevant book them for her to attend.

**Action:** The Clerk

A handwritten signature in a circle, followed by the date 9/3/2020 and the number ~19/47~.

## 19-20/172 PLANNING MATTERS

It was **noted** that an extra ordinary meeting had been called last Monday and reconvened meeting for before this meeting, to deal with 13 planning applications which had been received were both inquorate and the planning applications due to be considered were tabled for discussion at this point but discussed at the end of the meeting.

### *Planning Matters for comment*

- a) [S/0230/20/RM](#) - Approval of matters reserved for access, appearance, landscaping, layout and scale following outline planning permission S/2102/18/OL for the erection of a detached dwelling and detached garage at Land at Ryecroft, Station Road, Longstanton.

It was **proposed** by Cllr Owen, seconded by Cllr Owens and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

**Action:** Clerk to pass comments to SCDC.

### *Northstowe Planning Matters for comment*

- b) [S/0226/20/DC](#) - Discharge of condition 10a (Emergency Fire Provision) and condition 54 (electric vehicle infrastructure) pursuant to S/2011/14/OL at Land to the East of B1050 and Longstanton, West of the Cambridgeshire Guided Busway (CGB) and North of Oakington.

It was **proposed** by Cllr Owens, seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

**Action:** Clerk to pass comments to SCDC.

- c) It was **noted** that documentation had been received to confirm that the application for Phase 2A Northstowe Phase 2 will be considered by SCDC Planning Committee on 12<sup>th</sup> February 2020. Cllr Ness will attempt to attend and report back to next meeting. It was **noted** that Urban Splash had responded to the council's concerns with their application.

### *Planning Matters for information only*

- d) It was **noted** that permission had been granted for S/3173/19/FL - conversion of garden room to self contained annex at Lyndhurst, Station Road, Longstanton,
- e) It was **noted** that permission had been granted for S/4004/19/FL - single storey side and rear extension at 41 Eaton Way, Longstanton.

## 19-20/173 COUNTY COUNCIL MATTERS

This item was brought forward before item 19/20-172. It was **noted** that C Cllr Hudson's report had been received and circulated with the meeting papers prior to the meeting. Cllr Hudson noted that he had nothing to add to report except that the potholes on School Lane have been reported and are being chased.

## 19-20/174 DISTRICT COUNCIL MATTERS

- a) This item was brought before item 19/20-172. The report from the two district Councillors had been circulated to councillors with the meeting papers. Cllr Cheung Johnson stated that there was nothing further to add to the report. The Clerk noted that she had copied in or emailed the two district councillors on the following: Green dog walking, the parish council's interest in the attenuation ponds and noted that there were still two street signs missing after having been reported over 12 months ago.
- b) Following comments made by councillors and residents about opening the attenuation ponds to the public, the Clerk has approached SCDC to find out if the Parish Council could take ownership of the ponds. In theory Longstanton Parish Council can take ownership but SCDC are keen to ensure that L&Q carry out all their obligations which currently are outstanding. It was **proposed** by Cllr Ness, seconded by Cllr Owens and **RESOLVED** by a unanimous vote that LPC would like to take on the ponds with caveat that SCDC clarify about the awarded watercourse and that L&Q carry out their obligations as proposed by SCDC but with the potential for the parish council to carry out the planting if necessary using the S106 money if this is the right course of action.

**Action:** Clerk to speak with Fiona Hunter.

  
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- c) It was **noted** that SCDC have advertised two workshops to be held on 7<sup>th</sup> March: Community Safety and Resilience and Zero Carbon Communities. Cllr Harrison will attend the Zero Carbon Communities Workshop.

**Action:** Cllr Harrison to attend the workshop and report back at the next meeting.

- d) Cllr Mrs Brash-Hall attended the Parish Liaison Meeting on 28<sup>th</sup> January. Her report was circulated by email to all cllrs prior to the meeting.

#### 19-20/175 HIGHWAY AND FOOTPATH MATTERS

- a) The Clerk noted that she following the failure of the administrators to sign the documents to allow the Deed of Release and Highways and Central Open Space transfers to take place. It is understood that the developers are looking at how they can progress the adoption of the Phase 2 roads. It has been advised that this can take a considerable amount of time.

**Action:** Clerk to continue to follow up with all parties.

- b) The Clerk noted that during a catch up telephone call with the solicitor who has been working on behalf of Longstanton Parish Council with the Central Open Space adoption, it was noted whether the parish council could work with the landowner to have the Central Open Space transferred to the parish council outside the scope of the ongoing work involving developers. Vine Technical have stated that if the parish council were to go down this route, they would not receive the commuted sums including money for the LEAP at this time. The Clerk has asked whether this would still be forthcoming at a later date once the adoption of the roads has been completed.

It was **proposed** by Cllr Ness, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that the landowner be approached to adopt land directly but only if the money tied up with the administrators is still available doing it this way.

**Action:** Clerk to chase confirmation from the developers and contact landowner if appropriate.

#### 19-20/176 COUNCIL ADMINISTRATION MATTERS

CAPALC are considering becoming an incorporated body. The proposed Memorandum and Articles of Association along with FAQs were circulated in the meeting papers. Essentially there are 4 questions CAPALC would like the parish council to consider before their EGM on 2<sup>nd</sup> March. It was **proposed** by Cllr Owen, seconded by Cllr Owens and **RESOLVED** by a unanimous vote that the response to CAPALC be as follows:

1. Are you in favour of CAPALC becoming a non-profit, incorporated body in the form of a company limited by guarantee? **YES**
2. Are you in favour of £1.00 from your affiliation fee being ringfenced as your maximum liability for any claims being awarded against CAPALC? **YES**
3. Do you agree with clerks of member councils being eligible to become directors as well as councillors? **YES**
4. In the event of CAPALC being wound up, are you in favour of any assets being transferred to another organisation with similar aims, e.g. a neighbouring ALC? **YES**
5. Do you have any other comments? **None**

**Action:** Clerk to pass comments back to CAPALC.

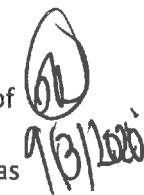
#### 19-20/177 COMMUNITY MATTERS

It was **noted** that the Sustainability Working Group had achieved quite a bit since coming into being late last year. At a recent meeting, the group have asked for support from Longstanton Parish Council for two initiatives:

**Green Dog Walking** - a scheme where residents sign up as 'responsible dog owners' where they sign a pledge, receive a gift, etc. The initiative was started in Falkirk and is spreading around the country. Generally, it has been seen that the local District Council purchases the licence for the district. Both South Cambs and Falkirk have been contacted for further information. It was **proposed** by Cllr Owens, seconded by Cllr Ness and **RESOLVED** by a unanimous vote that Clerk investigate further and come to Council with costs.

**Action:** Clerk to investigate and come back with costs.

**Repair Café** – a scheme where residents come together to try and fix things rather than dispose of and replace. This may include bike repairs, small electrical items, toys, clothing, etc. There is support from Transition Cambridge who have lots of volunteers who can help to set this up. It was

  
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**proposed** by Cllr Owens seconded by Cllr Owen and **RESOLVED** by a unanimous vote that full support be given to the Sustainability Working Group to set up a Repair Café.

*Action: Clerk to take the feedback to the group.*

#### 19-20/178 POLICE MATTERS

- a) The Clerk noted that there had been nothing to report from the police themselves. Cllr Harrison noted that the crime map does not include Northstowe. Clerk to contact police to get it updated.
- b) The letter of apology received from one resident who carried out some graffiti in the parish was noted.

#### 19-20/179 COMMITTEE MATTERS

Draft minutes from the Finance Committee meeting held on 21<sup>st</sup> January 2020 were **noted**.

#### 19-20/180 CORRESPONDENCE (for information only)

It was **noted** that various NALC, CAPALC and SCDC newsletters have been forwarded to Cllrs since December.

#### 19-20/164 PLANNING MATTERS (for comment)

- a) [S/4471/19/DC](#) - Discharge of condition 7 (Traffic Management Plan) of planning permission S/0277/19/FL at The Retreat, Few's Lane, Longstanton

It was **proposed** by Cllr Owen, seconded by Cllr Owens and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council comment as follows: having recommended objection in the past on highway safety (pedestrians using the lane which is a public footpath), members are concerned that the application is not a development at scale and the policy document implies they will be enforcing large development practices, whereas in reality it will be built by a small builder who will sub-contract out services meaning there will be more vehicles on site than stated. Based on past experience the deliveries will come on site when the supplier wants/needs it. Longstanton Parish Council remain concerned about highway safety and request that the planning authority provide contact details of who they need to contact - directly should the plan not be adhered to.

*Action: Clerk to pass comments to SCDC.*

- b) [S/4531/19/FL](#) - Single storey rear extension at Hollywell House, Rampton Drift, Longstanton

It was **proposed** by Cllr Owens, seconded by Cllr Ness and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

*Action: Clerk to pass comments to SCDC.*

- c) [S/0040/20/DC](#) - Discharge of condition 3 (external surfaces), 5 (foul and surface water) and 7 (traffic management plan) pursuant to planning appeal APP/W0530/W/17/3188410 (S/2122/17/FL) at Land adj Lyndhurst, Station Road, Longstanton

It was **proposed** by Cllr Burns, seconded by Cllr Ness and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

*Action: Clerk to pass comments to SCDC.*

- d) [S/0078/20/PA](#) - Prior approval for a proposed change of use of agricultural building to a dwelling house (Class C3) and for associated operational development at The Bungalow, Station Road, Longstanton

It was **proposed** by Cllr Owens, seconded by Cllr Ness and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

*Action: Clerk to pass comments to SCDC.*

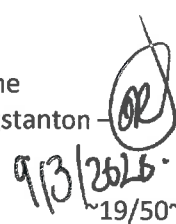
#### **Northstowe Planning Matters for comment**

- e) [S/4448/19/FL](#) - Temporary exhibition space (Use Class D1) to display local historic artefacts for a period of 5 years at Oakington Barracks, Rampton Road, Longstanton.

It was **proposed** by Cllr Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

*Action: Clerk to pass comments to SCDC.*

- f) [S/4441/19/DC](#) - Discharge of condition 24c (Surface water management) pursuant to outline planning permission S/0388/12/OL at Land South East of Park and Ride, Station Road, Longstanton - Northstowe Phase 1.

  
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It was **proposed** by Cllr Owen, seconded by Cllr Burns and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council have a neutral position but agree with the comments of the sustainable drainage engineer, in that without sufficient information the planning authority does not have the ability to approve the application..

**Action:** Clerk to pass comments to SCDC.

- g) [S/4442/19/DC](#) - Discharge of condition 8 (Acoustic test- plot 168) pursuant to planning permission S/3405/18/RM at Land South East of Park and Ride, Station Road, Northstowe Phase 1.

It was **proposed** by Cllr Owen, seconded by Cllr Owens and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

**Action:** Clerk to pass comments to SCDC.

- h) [S/4549/19/DC](#) - Discharge of conditions 5 (Restricted parking signage), 6 (Provision of Roads, footways and cycleways and 12 (Boundary treatments) pursuant to outline planning permission S/0388/12/OL at Parcel H11, Northstowe Phase 1, Station Road, Longstanton

It was **proposed** by Cllr Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that this planning application be responded to with a neutral stance on the application but fully support the comments made by the Urban Design consultee.

**Action:** Clerk to pass comments to SCDC.

- i) [S/4456/19/DC](#) - Discharge of condition 6 (SAP Calculations) pursuant to planning permission S/3405/18/RM at and South East Of Park And Ride, Station Road – Northstowe Phase 1

It was **proposed** by Cllr Ness, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council recommended the application for no comment..

**Action:** Clerk to pass comments to SCDC.

- j) [S/0002/20/DC](#) - Discharge of conditions 15 (Lifetime homes) and 16 (Code for sustainable homes) pursuant to Outline planning permission S/0388/12/OL at Varsity Grange H3, Station Road, Longstanton

It was **proposed** by Cllr Burns, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council no recommendation.

**Action:** Clerk to pass comments to SCDC.

- k) [S/0065/20/DC](#) - Approval of matters reserved for access, appearance, landscaping, layout and scale for the erection 92 no. dwellings including 25% Affordable Housing & Associated Open Space & Infrastructure following outline planning permission S/0388/12/OL at Phase 1 Land Parcel H13, Pathfinder Way, Northstowe

It was **proposed** by Cllr Owen seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT and fully supports the comments made by the ecology officer about lighting and trees.

**Action:** Clerk to pass comments to SCDC.

- l) [S/0130/20/DC](#) - Discharge of condition 3 (Details of future management and maintenance of the proposed streets) pursuant to planning permission S/3405/18/RM at Land south east of park and ride, Station Road, Longstanton- Northstowe Phase 1

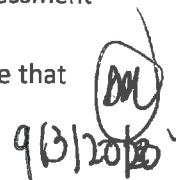
It was **proposed** by Cllr Burns, seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council no recommendation, as the maps are not clear on screen and pixallated.

**Action:** Clerk to pass comments to SCDC.

- m) [S/0131/20/DC](#) - Discharge of condition 18 (screened storage) of planning permission S/3405/18/RM for approval of reserved matters for appearance, landscaping, layout and scale following Outline planning permission S/0388/12/OL for the erection of 240 dwellings along with garages, roads, sewers and all ancillary, the outline application was subject to an Environmental Impact Assessment (EIA) at Parcel H5 & H6 Land South of Longstanton Park and Ride, Northstowe Phase 1

It was **proposed** by Cllr Burns, seconded by Cllr Harrison and **RESOLVED** by a unanimous vote that this planning application be recommended for Parish Council SUPPORT.

**Action:** Clerk to pass comments to SCDC.

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**Planning Matters – for information only**

- n) It was noted that approval had been given to [S/3758/19/FL](#) - Single storey rear extension at 15, Ladywalk, Longstanton.

Next meeting to be held on Monday 9<sup>th</sup> March 2020.

Meeting closed at 10.05pm.

Signed:  .....

Chairman

Date: 9 - March 2020 .....

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<sup>i</sup> LGA 1972, s.85

  
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