

**LITTLE ABINGTON PARISH COUNCIL**  
**DRAFT TO BE CONFIRMED AT THE NEXT FULL MEETING OF THE PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Monday 24 July 2017 at 7.15pm in the Abington Institute, Great Abington.**

**Present.** Mr Brunning (Chair), Mr Ellis, Mrs Scoffings, Mrs Smith, Mrs Dalton (Clerk).

**In attendance.** Cllr Orgee, Cllr Batchelor, Ms Pattinson.

**1. Apologies for absence.**

Mrs Simmons, Mr Lightning.

**2. Minutes of the meeting held on 26 June 2017.** Agreed.

**3. Parish Council membership**

There were no replies to the advertisement for the vacancy following Mr Adams' resignation. South Cambs District Council gave permission for co-option. Ms Pattinson introduced herself to the Parish Council; the Clerk confirmed that she met the necessary qualification criteria. JE proposed and KS seconded that she should join the Parish Council. This was unanimously agreed. Ms Pattinson formally joined the meeting.

The Chairman agreed to change the order of the agenda to enable Cllr Batchelor to present his report and leave to attend another meeting

**4. Matters arising not on the agenda.**

- **E-banking.** Mr Ellis and Mrs Simmons are now authorised users.
- **Bus shelter repairs.** The Cambridge Road bus shelter was repaired on 20 July.
- **Lady Cambridge's Seat.** Carry forward. **DL**
- **Recreation Ground Committee.** Copy of insurance policy received. GAPC had queried insurance arrangements. The Clerk confirmed that none of the assets on the Recreation Ground are included on LAPC's insurance policy. The points about the accounts raised by the auditor have been dealt with. There are some minor details to clarify following the handover from Mr Pritchard.
- **Storage of Speedwatch equipment.** Cllr Orgee and the Clerk to liaise.
- **Ivan Clarks Corner - "Children Playing" sign.** This might be Anglia-Wherry's responsibility. To follow up at the Highways Open Day. **PB**
- **Register of interests.** In progress. **CLERK**
- **Assets inspection protocol.** Carry forward. **CLERK**
- **Local Council Award Scheme.** Mr Dewar has been seconded from CAPALC to NALC to lead on development of the scheme. Chase progress on LAPC's accreditation. **CLERK**
- **Parish Councillor Training.** Carry forward. One session would be preferred. **CLERK**
- **Annual Audit.** The audit has been advertised. Financial records were available for inspection at the meeting.

**5. Declarations of interest.** None for items on the agenda.

**6. Public participation.** None.

**13. Report from Cllr Batchelor (Cambridgeshire County Council)**

Cllr Batchelor provided a written report. It included

- **Local Highways Improvement Schemes.** The application process has changed. Applicants will have to cover the costs of officers' time spent supporting preparation of bids. More information should be available from the County Council's website soon. There was some discussion about timescales and the lack of information and guidance about the process given the September deadline. PB noted that the Highways Open Days have not been advertised.
- **Consultation on the Future of Children Centres.** See <https://www.cambridgeshire.gov.uk/residents/children-and-families/children-s-centres/children-s-centres-consultation/>. This will close on 22 September. The centre at Linton might be closed. The Parish Council discussed how best to gauge the views of any local users of the service. (C/f September meeting). **CLERK**
- **Street Lighting.** Balfour Beatty is upgrading the bulbs in the County Council owned lamps. There was some general discussion about the quality of the lighting owned by the District Council, especially on Cambridge Road.
- **Parking** There is new police website for reporting complaints and concerns about parking: <http://tinyurl.com/SouthCambs-Parking>. General discussion included parking on and obstructing pavements and the consequent damage to pavements.
- **Worsted Lodge waste and minerals site.** **CLERK** to forward information to HB.

**7. Finance****7.1 Income.** Nil

The Clerk sent a reminder to GAPC for the 2016-17 ford maintenance charge.

**7.2 Payments**

JE proposed and KS seconded payment of all items on the agenda.

Mrs G Dalton Clerk Salary (July) STO	£	237.34
Mrs G Dalton - Clerk expenses Q1	£	25.47
CGM monthly payment	VAT £44.76	£ 268.55
CGM Ford Maintenance	VAT £31.00	£ 186.00
Abington Institute - Room Hire Q1	£	36.00
Mr Ellis - Web site subscription	£	40.31
Queensbury - bus Shelter repair	VAT £222.39	£ 1334.31
<b>Total</b>	<b>£</b>	<b>2127.98</b>

**7.3 Finance report: Balances year-to-date.**

	<b>TOTAL</b>	<b>Current</b>	<b>Cambridgeshire Building Society</b>
Opening per bank statement	£28,144.15	£13,090.38	£15,053.77
Balances at close of meeting	£25,566.22	£10,512.45	£15,053.77

Note: Bank statement does not include uncleared cheques

**Q1 Finance report.**

- Expenditure is running close to plan. There are no variances of any concern. The insurance excess of £250 for repairing the Cambridge Road bus shelter was taken from allocated reserves.

- The Clerk's hours are marginally above plan. This is due to end of year financial procedures including audit and preparation of the Annual Return to the Audit Commission.

#### 7.4 Adoption of Policies

- **2017 Framework for Governance and Accountability.** The Parish Council agreed to adopt the new framework. A minor change in accounting procedures for the Clerk's expenses will be required. **CLERK**
- **Code of Conduct.** It was agreed that the existing Code of Conduct was still appropriate and it was adopted.
- **Committee for Abington Housing: Terms of Reference.** After some discussion about the objectives of CAH the terms of reference were accepted.

Cllr Batchelor left the meeting at 8:25

### 8. Planning

#### 8.1 Planning applications:

- **S/2257/17/FL17 Cambridge Road.** Extensions and internal works. LAPC recommended approval without referral to the District Council's Planning Committee.
- **S/2106/17/FL Nursery, Granta Park.** The Parish Council was not consulted on this application. The Clerk had reminded SCDC that LAPC should be consulted on all planning applications relating to Granta Park. The Parish Council agreed that it would review and comment on the application. A deadline of 28 July was agreed. **CLERK**
- **S/1982/17/FL Meadowbrook Farm Great Abington.** SCDC had advised the Parish Council about an application at Meadowbrook Farm in Great Abington. GAPC would be reviewing and commenting on the application. The only point of discussion was the impact building a lake might have on the river.

#### 8.2 Planning decisions and amendments (for information):

- **S/2136/17/NM 33 Cambridge Road.** A non-material amendment was noted

#### 8.3 Local Developments

- **Development in the Abingtons.** There were some discussion about the arrangements for the management of prioritisation of applications for the affordable housing on the Moorefield development at the top of High Street in Great Abington. Cllr Orgee confirmed SCDC would manage the housing and applicants from the Abingtons would be given priority. It was noted that an additional 'windfall' development site in Linton Road (opposite the allotments) was being considered. Cllr Orgee pointed out that the site is within the village framework
- **Local Development Plan. Local Green Spaces** SCDC has completed its review of the Local Green Spaces proposed in the draft Local Development Framework. It recommended that Abington Woods (former scout camp) and the Bowling Green should be designated as Local Green Spaces but that the land at Bancroft Farm, excluding the old farmyard, should be a Protected Village Amenity Area. Cllr Orgee confirmed that the meadow near the top of the High Street is an 'important countryside frontage'. These recommendations will be discussed by SCDC on 26 July.
- **Local Development Plan.** Cllr Orgee confirmed the hearings are now complete. If the Inspector agrees all of the updates it should be ready for consultation towards the end of the year..

### 9. Highways and traffic

- **Local Highways Improvement schemes.**
  - The 2016-17 scheme has been completed. Some foliage needs cutting back so that the new signs in Great Abington are visible.

- The 2018-19 bid will focus on improving safety in the High Street near the school. This will involve working with LAPC, GAPC and Abington school.
- **Speedwatch/ speeding in the village.**
  - There have been some recent instances of dangerous driving in Church Lane and in Westfield. It was agreed that Speedwatch campaigns should be reinstated after the summer holidays. More volunteers are needed.
  - Ickleton Parish Council have asked to borrow the equipment. This was agreed subject to advice on insurance arrangements. **CLERK**
- **A1307 LLF/City Deal.** The next Local Liaison Forum meeting will be in early September followed by a public meeting towards the end of September.

#### 10. Village Environment/community engagement

- **Parish Councils Liaison Group Meeting.** The notes of the meeting were provided. LAPC agreed that the Clerk should apply for a grant to buy more litter pick equipment including litter pickers and hi viz vests suitable for children.
- **Access to Granta Park.** The parish council chairmen met Doug Cuff, the Director of Biomed Realty, an American company that owns part of Granta Park, and is now developing 2 sites at Babraham. He had some sympathy for the strength of feeling amongst the community about TWI's decision to close access. It was agreed that the Parish Council should write to the Chief Executive of TWI to ensure he was aware of the impact of the decision and the risk to the relationship between the village and Granta Park. (See appendix to these minutes).
- **Noise from Granta Park.** The Parish Council will continue to log and report any complaints about noise. There was a recent complaint about disturbance from a sports event held on the site during working hours. It is understood that TWI has made changes to reduce noise disturbance and is installing instrumentation to monitor noisy equipment.
- **Parish Council funded bus trip.** LAPC agreed to support a subsidised bus trip to Felixstowe on 4 August. 60% of the tickets have already been sold.
- **Litter pick risk assessment.** KS said this had been discussed with the Beavers. A key point was to ensure that all children are supervised by their parents. The risk assessment should include the need for vigilance and careful selection of sites that children might be asked to clear.
- **Community Orchard.** KS suggested that this would be a suitable community project for the Scouts and Beavers. **CLERK** to forward an email of about opportunities for community involvement in upgrading facilities at Abington Woods.

#### 11. Meetings and representation.

- **Feedback from meetings attended by LAPC reps.** Already covered
- **Representation at forthcoming meetings.**
  - Parish Nurse Drinks Party. 16 August, West Wrating. **PB**
  - SCDC Parish Planning Forum 12 September, Cambourne
  - CAPALC catch up day. 22 September, Hemingford Abbots **IS (tbc)**
  - Mental Wellbeing workshop 9 October, Histon **CLERK**
  - CPRE Planning workshop 2 November, St Ives

#### 12. Report from Cllr Orgee (SCDC)

- **Uttlesford Local Plan.** Cllr Orgee drew attention to the consultation on Uttlesford's Draft Local Plan. It will run until 4 September. A proposal to build 5000 dwellings north of Great Chesterford was discussed. One concern was the impact this could have on traffic and transport infrastructure in the area if residents work on the local science

parks. Considered with other proposals for development in the area such as Agritech on the A505, expansion of Hinxton and the Sawston Trade Park the Parish Council was concerned about lack of oversight and alignment of planning proposals with limited evidence of collaboration between local authorities.

**14. Committee Reports**

**14.1 Institute Management Group.** No recent meetings.

**14.2 Recreation Ground Committee.** The committee is considering options for fencing and upgrading the play area and MUGA (multi use games area) using S106 funding from the housing developments in Great Abington

**14.3 Committee for Abington Housing.** No updates

**15. Reports from representatives**

**15.1 Village maintenance:** No update

**15.2 Lights, roads and pavements.** JE noted that the uneven area of pavement on the High Street has been marked up again. He hoped it would be repaired this time. A pothole on Cambridge Road was repaired very promptly.

**15.3 Trees.** Clerk to contact the Trees Officer to clarify arrangements and responsibilities for any trees that the Parish Council wishes to plant on grass verges. **CLERK**

**15.4 Police.** The consultation on joint governance arrangements of the Fire Authority and the Police was discussed. The Parish Council noted the confusion that has arisen and decided not to respond.

**16. Correspondence.**

A summary of correspondence received is on circulation. Items requiring action have already been circulated.

**17. Any Other Business/ Items for next agenda.**

Items for village newsletter: Speedwatch volunteers, police parking website, Carry Forward. Children's Services consultation

The meeting closed at 10.05 pm

**Next meetings**

**Monday 11 September 2017 starting at 7.15 pm**

**Monday 23 October 2017 starting at 7.15pm**

**Abington Institute, High Street, Great Abington.**

Signed by Parish Council Chairman

Date