

**LITTLE ABINGTON PARISH COUNCIL**  
**DRAFT TO BE AGREED AT THE NEXT FULL MEETING OF THE PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Monday 27 November 2017 at 7.15pm in the Abington Institute, Great Abington.**

**Present.** Mr Brunning (Chair), Mr Ellis, Ms Pattinson, Mrs Simmons, Mrs Dalton (Clerk).

**In attendance.**, Cllr Orgee (for part of meeting). Four members of the public attended for the public participation

**1. Apologies for absence.** Mrs Scoffings, Mrs Smith, Cllr Batchelor.

The vacancy on the Parish Council has been advertised for co-option. So far no one has come forward. One person was approached but was unable to take up the post. Two people have been suggested.

**2. Minutes of the meeting held on 23 October 2017.** Agreed.

The Chairman agreed to change the order of the agenda to take public participation first.

**5. Public participation - Access to Granta Park**

There was some concern about apparent lack of progress on reopening Granta Park to the community. There had been a promise to hold a follow-up meeting within 3 months at the public meeting in September.

There were strong feelings within the community. The parish councils had missed opportunities to work with the community to develop an approach and to use the power of community involvement to influence decision-making. It was understood that the working group established during the summer to develop options and proposals to discuss with the Granta Park team had not met. Its mandate and leadership were not clear.

Mr Brunning said one difficulty was that the permissive paths on the Granta Park site had no legal status. The Granta Park team had agreed a policy for restricted access via the main gate but very few people were taking advantage of it. He appreciated that this might be because main gate was not easily reached from the village. It was understood that the new gym would be open to residents and they would have access to the grounds. A meeting about these new facilities was cancelled.

There was still no sign of the landowner removing the fence across the old Coach Road. It blocks access to Granta Park from Sluice Wood in Little Abington. Mr Brunning had been in touch with Cheffins (the landowner's agent) about it.

Mr Brunning agreed to contact the chairman of Great Abington Parish Council to agree a date for a public meeting and to invite representatives from TWI, Biomed and the owner of Sluice Wood. He agreed to advise of a tentative date for a public meeting by 4 December. There would be an update in the Village Newsletter.

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

- **Seats.** It was agreed the work should be done in spring. **CLERK**
- **Local Council Award Scheme.** CAPALC acknowledged receipt of the chairman's letter chasing progress on the Parish Council's application.
- **Parish Councillor Training.** The Clerk is in contact with LCPAS. **CLERK**
- **Planting replacement trees.** Still no reply from Trees and Landscape Team. Cllr Orgee offered to follow-up. **CLERK/TO**

- **Edging grass verges in the High Street.** Work has started.
- **Millennium Bridge inspection.** RLP have replied. **CLERK**
- **Grit bin.** The Clerk has asked the County Council for a grit bin. The request has not been acknowledged. **CLERK**
- **Removal of dead tree on Millennium footpath.** The contractor provided a copy of their public liability insurance. The work will be carried out on 8 December. Ownership has still not been established.
- **The Repair Cafe** went well.

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

## 6. Finance

### 6.1 Income.

VAT refund April- Sept 2017	£ 636.02
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### 6.2 Payments

JE proposed and SS seconded payment of all items on the agenda pending agreement on the location of the Speedwatch signs.

Mrs G Dalton Clerk. November & December STO	£ 483.80
CGM Work at the Ford October 2017 VAT £31.00	£ 186.00
CGM monthly payment. November VAT £44.76	£ 268.55
Bobby Scheme donation	£ 100.00
HMRC PAYE Q3 (due 5 Jan 2018)	£ 181.40
LCPAS Data Protection Course (invoice awaited)	£ 40.00
Herts & Cambs Ground Maintenance: PRV cutting VAT 58.00	£ 348.00
Speedwatch signs 2 x £88.00 ( see agenda item 10)	£ 176.00
<b>Total</b>	<b>£ 1783.75</b>

### 6.3 Finance report: Balances year-to-date.

	<b>TOTAL</b>	<b>Current</b>	<b>Cambridgeshire Building Society</b>
Opening per bank statement	£28,344.56	£13,290.79	£15,053.77
Balances at close of meeting	£27,196.79	£12,143.02	£15,053.77

Note: Bank statement does not include uncleared cheques

### 6.4 Compliance

- **2018-19 budget plan and precept**
  - The 2018-19 budget plan was agreed noting the cost of external audit, election costs and the financial risks associated with implementation of the new General Data Protection Regulations (GDPR). It was agreed that an allowance for election costs (£1000) and GDPR (£350) should be included in allocated reserves.
  - A precept of £16,990 was agreed. An increase of approximately 1%.
  - The final date for 2018-19 precept requests to SCDC is 2 February 2018.
  - Smaller Authorities Audit Appointments (SAAA) confirmed that PKF Littlejohn LLP will be the external auditor for 2017-2022. The national scale of charges has been published.

Cllr Orgee arrived at 8:00 pm

## 7. Planning

### 7.1 Planning applications:

- **Tree works, 51 Cambridge Road (TPO)** – There were no objections to the proposed works.
- **S/3868/17/FL** Electron Microscope extension to R&D building approved under application S/2738/16/FL and S/2552/17/VC, provision of a new cycle shelter and associated works. Site 5 (Steinmetz Building), Granta Park. The Parish Council supported the application without reference to the SCDC Planning Committee.
- **Agri-tech**, It was noted that a major planning application for an agri-tech agricultural technology park on the A1301/A505 near Whittlesford has been submitted. The Parish Council agreed this needed full consideration and to request an extension to the consultation time so that it could be considered at the meeting in January. **CLERK**

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

- **Meadowbrook Farm, Great Abington**. Amendments. Great Abington Parish Council is dealing with this planning application
- **S/2870/17 22 High Street**. Agreed by SCDC.
- **Retrospective planning application 33 Church Lane**. The Clerk noted that SCDC has not made a decision on this application.

### 7.3 Local Developments

- **Developments in the Abingtons- school capacity**. Representatives from the Board of Governors of Great Abington Primary School had met officers from Cambridgeshire County Council. The school is already running close to capacity and there are concerns about the appropriateness of the County Council's policy for estimating capacity requirements given the pending housing developments in Great Abington and that the school attracts pupils from outside the local catchment area because parents are employed locally. The Parish Council agreed to liaise with the school governors to support them on this issue. **CLERK**
- **Local Development Plan**. There has been some communication from the Inspector. There will be a 6-week consultation on new elements of the Plan. It is hoped it can start before Christmas.

## 8. Report from Cllr Orgee (SCDC)

Cllr Orgee's report was discussed. He noted the pressure on local authorities to submit their local plans by March 2018. Cllr Orgee felt this would influence the timetable for the Uttlesford Development Plan.

## 9. Report from Cllr Batchelor (Cambs County Council)

Councillor Batchelor's report was received.

## 10. Highways and traffic

- **A1307 LLF/City Deal**. The Clerk had sent a note about the Big Conversation workshop held by the Greater Cambridge Partnership (previously known as the City Deal). She felt accountability and oversight arrangements for GCP needed to be clear.
- **Speedwatch/Speeding in the village**
  - The agreement with Ickleton Parish Council for them to rent the Speedwatch equipment was accepted. **CLERK**
  - The Parish Council is required to have "*Speedwatch operates in this village*" signs at entry points. It was agreed to purchase two signs; one for Bourn Bridge Road and the other for the High Street. **CLERK**
  - Mr Brunning felt it would be appropriate for Great Abington Parish Council to purchase signs although they do not have a Speedwatch campaign. **PB**

- The new 50 mph speed limit is having a limited impact. There have been more complaints about speeding on Bourn Bridge Road between the 50 mph signs and the International School. One resident has had a scrape with a van. The Clerk has suggested the police should carry out speed checks on Newmarket Road.
- **Signposting/gates at the village entrance in Bourn Bridge Road.** A quote was considered. It was agreed the layout and design of the gates should be specified and a formal quote obtained in time to discuss it as a speed reduction measure when the Local Highways Improvement panel meets in January. The clerk would check if the Highways team needs to be consulted. **PB/CLERK**

#### 11. Village Environment/community engagement

- **Access to Granta Park.** See public participation.
- **Feedback from LAPC/GAPC Liaison meeting.** The meeting notes were received. The recommendation for contracting out emptying of all of the bins on the Recreation Ground at an additional cost of approximately £2000 was broadly supported. It was noted that the parish councils had recommended that the Recreation Ground Committee should appoint an auditor.

#### 12. Meetings and representation.

- **2018 LAPC Meeting Schedule**  
It was agreed to continue to meet monthly. The May meeting will need to be held earlier than usual because of the election. It was noted that the Clerk would be away for most of September. Meeting at the end of August will be considered. **CLERK**
- **Feedback from meetings attended by LAPC reps not elsewhere on agenda**  
IS sent a note about the ACRE Parish Council conference. Further information is expected.
- **Forward Planning**
  - **SCDC Cabinet and Parish Councils Liaison Meeting** 29 November, Cambourne. **PB to attend**
  - **CAPALC AGM** 7 Dec. Impington. **CLERK** to send apologies on behalf of LAPC

#### 13. Committee Reports

- 13.1 Institute Management Group.** Met on 20<sup>th</sup> November. Notes awaited. The 2018 room hire rate has been agreed. The Clerk had noticed the dustbins were overflowing after a recent event.
- 13.2 Recreation Ground Committee.** November minutes awaited. The budget plan and precept request to the parish councils had been discussed. Next meeting 8 January.
- 13.3 Committee for Abington Housing.** No recent meetings.

#### 14. Reports from representatives

- 14.1 Village maintenance.** CGM has identified two contacts as well as Mr Glover, one of the directors of the company. The Clerk has offered to walk round the village with them and she has reminded them that checklists are required to trigger payment. She will continue to oversee the contract in the period leading up to renegotiation.
- 14.2 Lights, roads and pavements.** The Clerk has reported the damaged drain/ manhole cover in Bourn Bridge Road as a hazard to pedestrians. It was first reported in August. One of the interactive speed signs on the A1307 was reported as faulty however it seems to be fully functional.
- 14.3 Trees.** PB and IS have started to survey trees on public land in Little Abington. The report and the proposed action plan will be brought to the meeting in January. **PB/IS**

**14.4 Police.** The Chief Constable has announced proposed plans to create a sustainable policing model for Cambridgeshire with a view to going live in April 2018. The plans include 50 extra police officers

**15. Correspondence.**

Items requiring action have been addressed and items for information are on circulation. The Clerk noted the Keep Britain Tidy 2018 Spring Clean will be between 2 and 4 March. She suggested LAPC might consider planning the Abington Litter Pick to coincide with the national campaign.

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

- Items for village newsletter: access to Granta Park
- Carry Forward: Tree survey, Litter pick equipment, Agritech Planning application.

The meeting closed at 9:45pm pm

**Next meetings**  
**Monday 22 January 2018 at 7:15pm**  
**Monday 26 February 2018 at 7:15pm**  
**Abington Institute, High Street, Great Abington.**

Signed by Parish Council Chairman

Date