

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 11 September 2017 at 7.15pm in the Abington Institute, Great Abington.

Present. Mr Brunning (Chair), Ms Pattinson, Mrs Scoffings, Mrs Simmons, Mrs Smith, Mrs Dalton (Clerk).

In attendance. Mr Ellis (via Skype), Cllr Batchelor.

1. **Apologies for absence.** Cllr Orgee,
The Parish Council noted the death of Mr Lightning with great sadness. Although he had been a parish councillor for a short time he was very conscientious and he was an active member of the Recreation Ground Committee. The vacancy will be advertised in October.
2. **Minutes of the meeting held on 24 July 2017.** Agreed.
Minutes of Planning Committee meeting held on 14 August 2017. Agreed

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

3. **Matters arising not on the agenda.**
 - **Lady Cambridge's Seat.** The seat in the High Street also needs some maintenance. It was agreed to ask KA Maintenance if they could clean and treat both seats. **CLERK**
 - **Recreation Ground Committee.** The Clerk has agreed to be the Treasurer.
 - **Register of interests.** This is up to date.
 - **Local Council Award Scheme.** Chase progress on LAPC's accreditation. **CLERK**
 - **Parish Councillor Training.** The Local Council Public Advisory Service can provide training. Their fee is £150 for weekday sessions or £200 for weekend sessions
Mutually acceptable dates in November to be confirmed. **CLERK**
 - **"Children playing" sign for Ivan Clarks corner.** This will be discussed with the Highways Team at the Highways Open Day. **PB**
 - **Governance and Accountability for Smaller Authorities.** The Clerk has updated the accounting system.
 - **The pavement in the High Street has been repaired.** A working party will tidy up the edges of the verges in October/ November. **PB/JE**
 - **Planting replacement trees.** Advice awaited from the SCDC Trees and Landscape team.
 - **The car parking website.** Parking on the zigzags outside the school and on the yellow lines outside the shop has been reported.

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

5. **Public participation.** None.

6. **Finance**

6.1 **Income.**

GAPC Ford Maintenance 2016-17	£ 45.00
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The Clerk will submit a claim for the April to September VAT rebate. The second half of the 2017-18 precept from SCDC is awaited.

6.2 Payments

SS proposed and KS seconded payment of all items on the agenda. It was agreed the Clerk could order a new printer up to a maximum price of £120.00.

Mrs G Dalton Clerk (August and September) STO	£	483.80
Mrs G Dalton Clerk's Q1 expenses and pay adjustment	£	57.93
CGM monthly payment July & August	VAT £89.52	£ 537.10
HMRC PAYE Q2 payment	£	181.40
Replacement printer - proposed limit inc VAT	£	120.00
Came & Co Insurance renewal	£	334.43
Abington Recreation Ground Committee April-Sept 2017	£	1312.50
PKF Littlejohn- external audit fee VAT £20.00	£	120.00
Total	£	3147.16

The Clerk advised this is the final year of the three-year insurance policy with Hiscox. Market testing will be required

6.3 Finance report: Balances year-to-date.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£25,369.32	£10,315.55	£15,053.77
Balances at close of meeting	£22,852.61	£ 7,798.84	£15,053.77

Note: Bank statement does not include uncleared cheques

6.4 Compliance

- **Assets register.** The Clerk has inspected all assets and updated the asset register in preparation for insurance policy renewal. RLP has been asked to inspect the Millennium footbridge. Risks: The grit bin in Church Close is completely overgrown, seats in the High Street and on the corner of Church Close and Church Lane need some attention. RLP has been asked to inspect the millennium footbridge
- **The Annual Return to the Audit Commission** has been signed without qualification. The audit has been advertised. The Clerk noted that audit returns must be publicly available for a minimum of five years. This will be included in the LAPC document management policy They have been published on the website since 2014-15. Older copies are available from the clerk.
- **Clerk objectives 2017-18.** Noted.

7. Planning

7.1 Planning applications:

- **S/2471/17/VC** Application for variation of Condition 1 of planning permission S/3274/15/FL Sunhill Daycare Nursery, Granta Park. The new nursery on Granta Park has not been built yet. The Parish Council supported a request for to an extension of the permission for temporary accommodation until February 2019.
- **S/2106/17/FL Amendments.** Erection of day nursery, associated parking, cycle provision & landscaping (following the removal of existing gravel parking), construction of replacement parking & associated infrastructure. Land adjacent to the Amenities Building, Granta Park. LAPC noted additional information about badgers, drainage, outdoor playspace and capacity. They did not address concerns about location and design and it was agreed to continue to object to the application and to refer it to the SCDC Planning Committee.
- **S/2896/17/LB and S/2870/17/FL** Demolition of existing carport and construction of new garage with associated external works to garden. 22 High Street, Little Abington.

The Parish Council supported this application without referral to the SCDC planning committee.

7.2 Planning decisions and amendments (for information):

- **S/1982/17/FL.** Erection of workshop/storage building and creation of new lake. Amendment to remove guest suite. Meadowbrook Farm, Cambridge Road. Noted

7.3 Local Developments

- Development in the Abingtons.
 - High Street, Great Abington. The show house will open shortly and marketing will start soon. The condition of the pavement is causing some concern.
 - Linton Road, Great Abington. The planning application should be considered by the SCDC planning committee soon.
- Local Development Plan. The Clerk will attend the SCDC Planning Forum on 12 September. There was a query about the status of Local Green Spaces and Protected Village Amenity Areas in the plan.
- Consultation on Uttlesford Draft Local Plan. The Parish Council's response was noted. Uttlesford District Council has registered LAPC as a formal consultee
- Planning Appeal Back Road, Linton. LAPC's comments were noted.

12. Report from Cllr Batchelor Cambs County Council.

Cllr Batchelor's report was discussed. There was no news about the progress of the planning application for the waste and minerals site at Worsted Lodge

Cllr Batchelor left the meeting at 8:30pm

8. Highways and traffic

- **Highways open day.** This has still not been advertised [Now arranged for 16 October]
- **Local Highways Improvement (LHI) schemes.** The objective is to improve road safety near the school. Representatives from the school, LAPC and GAPC met a representative of the Highways Team on site. The application will be for flashing warning lights and a 20mph zone. The County Council requested data on traffic speed. The should be available from Speedwatch. Mr Brunning has drafted an application. The closing date for applications is 15 October.
- **Speedwatch.** The Clerk is the acting local coordinator. She stores the equipment. It has been loaned to Ickleton Parish Council over the summer. More volunteers are needed to make Little Abington Speedwatch viable. Mr Ellis volunteered to join. It was agreed that the High Street in Little Abington should be monitored.
- **A1307 LLF/City Deal.** The chairman and the clerk attended the A1307 LLF meeting on 6 September. Three strategies for the route from Fourwentways to the Cambridge Biomedical Campus and the city centre were presented. Some improvements to the route between Haverhill and Fourwentways were included. Further work is underway to establish the ideal location for a park-and-ride/ traffic hub near Fourwentways and the junction of the A11 and the A505. The Combined Authority is carrying out some work on transport infrastructure in Cambridgeshire and Peterborough. It is not clear how this will be integrated into the Greater Cambridge Partnership approach. After a lengthy discussion, it was agreed that parish councillors should send any comments to the clerk or to the chairman for them to incorporate in their feedback, which is required by 15 September. A public meeting to discuss the options will be held on 26 September at Sawston Village College. Public consultation should start in autumn.

9. Village Environment/community engagement

- **Access to Granta Park.** A public meeting was held on 5 September. All of the statements presented at the meeting have been published on the Abingtons website. Lack of consistency in allowing residents to access the site was causing some frustration. A follow-up meeting is being planned. Access to the site from Little Abington needs to be considered. PB
- **Noise from Granta Park.** There have been complaints about noise early in the morning and vibration and noise throughout the day. Great Abington Parish Council has been sent some information about programmed works. Action has been taken to enforce the planning conditions about working hours
- **Litter Pick Equipment.** The Clerk had circulated a list for comment. It is unlikely that there will be any grant funding available from SCDC.
- **Cambs County Council Innovate and Cultivate Fund.** There were some opportunities for applying for grant funding to support health and well-being of children and older people. It has been passed on to the parish nurse project and to Abington Woods
- **Consultation on the Future of Children Centres.** The Parish Council had not had any feedback and it was agreed a response was not required
- **Repair cafe 28 October.** A working group has been established. Further information will be published in the village newsletter.

SP and KS left the meeting at 9:40pm

10. Meetings and representation.

- **Feedback from meetings attended by LAPC reps.**
Parish Nurse Drinks Party. The chairman had attended
- **Representation at forthcoming meetings.**

- SCDC Parish Planning Forum 12 September, Cambourne	CLERK
- CAPALC catch up day. 22 September, Hemingford Abbots	TBC
- A1307 public meeting 26 September, Sawston village college.	SS
- Cambridgeshire and Peterborough CCG AGM, 19 September, Ely.	None
- Mental Wellbeing workshop 9 October, Histon	CLERK
- CPRE AGM 18 October, St Ives	None
- CPRE Planning workshop 2 November, St Ives	TBC

11. Report from Cllr Orgee (SCDC)

- Cllr Orgee's report included Granta Park access, Local Highways Improvement Scheme, the Uttlesford Draft Local Plan including his response, Abington Housing, A1307 LLF, Local Development Plan.

13. Committee Reports

13.1 Institute Management Group. No recent meetings.

13.2 Recreation Ground Committee. Minutes awaited. The committee is still considering options for fencing the play area. A user group will be established to get some input on improving the MUGA (multi use games area). A preliminary report on the proposal for a pump track is awaited and a tree safety survey will be carried out soon.

13.3 Committee for Abington Housing. No updates

14. Reports from representatives

14.1 Village maintenance: CGM has visited recently. The clerk will maintain oversight of the contract for the time being. It expires in August 2018. The clerk will ask for quotes from CGM and Herts & Cambs for cutting the PRVs. **CLERK**

14.2 Lights, roads and pavements. Faults reported recently - a damaged drain/ manhole cover in Bourn Bridge Road; faulty streetlights in the High Street and in the snicket.

14.3 Trees.

- Mrs Simmons was concerned about the condition of a tree on the Millennium footpath. Ownership is not known. It was agreed to put a notice on the tree advising that it is to be felled and to get quotes for removing it. **CLERK**

- A survey of trees on verges and on public rights of way is urgently required. **PB/IS**

- As the nights draw in it was agreed that residents should be reminded of their responsibilities for maintaining their trees and shrubs to ensure that they are not obscuring streetlights or street signs or obstructing paths.

14.4 Police. The area commander is leaving. The clerk will follow up comments from Ickleton Parish Council about difficulty engaging with the police on Speedwatch.

15. Correspondence.

Items requiring action have been circulated.

16. Any Other Business/ Items for next agenda.

Items for village newsletter: Speedwatch volunteers, maintaining trees and shrubs Carry Forward. Tree survey.

The meeting closed at 10.05 pm

Next meetings

Monday 23 October 2017 starting at 7.15pm

Monday 27 November 2017 starting at 7.15 pm

Abington Institute, High Street, Great Abington.

Signed by Parish Council Chairman

Date