GREAT ABINGTON PARISH COUNCIL

Clerk: Mrs. PM Harper

17 Lewis Crescent, Great Abington, Cambridge CB21 6AG

##### Telephone: 01223 892000

Email: harper802@btinternet.com

**A PARISH COUNCIL MEETING**

WAS HELD ON MONDAY 15th MARCH 2021 USING ZOOM

Parishioners were invited to attend the meeting via zoom.

Present: Bernie Talbot, Jane Bowen, Jill Carter, Stephen McDonnell (arrived during Councillor John Batchelor’s report), Tony Orgee, Louise Patten, County Councillor and District Councillor Henry Batchelor, District Councillor John Batchelor, the Clerkand three members of the public.

**Meeting started at 7.16pm**

**102. Open Forum**

Mr Harding explained to the meeting that South Cambridgeshire District Council (SCDC) had agreed that the land at 44C North Road did have Class Q status. He explained that they had purchased the land in good faith to build a family home. SCDC Planning department were now going to approve his application to construct a new dwelling which was supported by eight of his neighbours. He explained that the application had been amended to address the concerns raised by one of his neighbours and those highlighted previously by SCDC. He hoped that the Parish Council would support the application. The legal opinion he had obtained was that the Class Q status was valid from the time it was granted by SCDC.

Bernie Talbot explained that if the Parish Council was informed by SCDC that the Class Q status was valid this would be contrary to the previous advice given. In that case the Parish Council would ask SCDC for time to reconsider the application before it was determined by SCDC.

The relocation of the mail box from South Road to the Newmarket Road/North Road junction was considered dangerous with post users having to park on a busy road/junction and it was reducing the visibility splay for drivers using the junction. The District and County Councillors had no further suggestions about how to complain to Royal Mail, although the Highway Dept were looking at the safety of the junction and would report back to Henry Batchelor.

**103. Apologies – Emma Pery**

**104. Approval of the minutes for the last meetings** **–**the minutes for the meetings held on18th January, 4th January 2021 and planning meeting held on 15th February (subject to emailed amendments) were approved and would be signed by the Chairman.

**105. To receive declarations of interests from Councillors.** Tony Orgee and Jill Carter declared an interest in item 110a about the Love Abington Group and Jill Carter also declared an interest in item 112b and 112g about the section 106 funding as her husband acts as the Council’s solicitor**.**

**106. Report from Councillor Henry Batchelor –the report had been circulated to Councillors**

There were two new items since the report had been emailed. There was a training course about travellers that Councillors could attend and the County Council elections would be held in May so the Council would go into a state of purdah, therefore no significant decisions would be made during this period until after the elections. The result of the Local Highway Initiative (LHI) bids would be known in the next few weeks and would be ratified at a meeting to be held in June, which a representative from this Council would attend. A new Highway Officer for this area would be appointed soon.

**107. Report from Councillor John Batchelor - the report had been circulated to Councillors**

The discharge of conditions concerning the development at Strawberry Farm were going through. The reserve matters were going through the High Court for judicial review (SCDC failed to set planning conditions as part of the approval) and were unlikely to go back to the Planning Committee.

John reported on the COVID situation in South Cambridgeshire. Work should start of the A1307 /Abington/Hildersham junction fairly soon.

**John Batchelor left the meeting.**

**108. Highway Issues**

a) Newmarket Road junctions with North Road and South Road – cut back tree reducing visibility splay. Jane Bowen highlighted that the Land Settlement Association had refused to take ownership of the verges. **Action Henry Batchelor** to check with the Definitive Maps Officer the verges ownership. **Action Clerk** to write to landowners once confirmation of land ownership confirmed.

b) Ivy covered trees on the verge leaning over the A1307 - by Abington Lodge- work seems to have been done to cut back the ivy.

c) Meadow Walk no through road signs -name plate with sign requested. **Action Clerk** to email Officer again, as no response received.

d) A major puddle on Newmarket Road near the river bridge- the gullies had been cleared here.

e) The drain at the very top of the High Street, on the corner as you turn left onto Pampisford Road is blocked with silt and weeds. The gullies had been cleared here too.

f)Cars being directed to use the footpath by Satnavs – temporary sign installed had stopped traffic trying to use the footpath and the building traffic was no longer using the track/footpath as access.

g) LHI bid – update and decision. Discussed under item 106 earlier in the meeting.

**Henry Batchelor left the meeting.**

**109. Planning – separate sheet for applications previously considered.**

Tony Orgee had been approached by a resident about his proposed name for the new development on the North side of Linton Road. The name that the resident had suggested (Devana Way) had been considered with others put forwarded by residents at the Parish Council meeting, but had not been chosen.

**Jill Carter and Tony Orgee declared an interest as volunteers of the Love Abington Group and did not participate in the discussion.**

**110. Finance**

a) **The payments in the table below were authorised by a proposal from Stephen McDonnell, which was seconded by Bernie Talbot, with the support of all Councllors.**

**Payment to be authorised by Councillors:**

|  |  |  |  |
| --- | --- | --- | --- |
| Bank transfer | Love Abington | Donation for Christmas hampers & baking boxes | £100.00 |
| Bank transfer | Ian Blackman | Dog bin installation | £135.00 |
| Bank transfer | Zurich | Insurance Policy | £512.89 |
| Bank transfer | Paula Harper | Zoom monthly charge paid by Clerk x 2 29/01/21 & 29/02/21 @ £14.39/each | £28.78 |
| Bank transfer | Paula Harper | Pay for December & January | £451.72 |
| Bank transfer | HMRC | Tax for December & January | £113.00 |

b**) Bernie Talbot proposed the Council spend £27 to print flyers about broadband for the Village News, which was seconded by Tony Orgee, with the support of all Councillors.**

c) Blue Plaque Committee request (via Geoff Harvey) for donation towards plague for Sir Fred Hoyle’s previous residence on Linton Road. The cost of the plaque was approximately £1,000**. Stephen McDonnell prosed that the Council contribute £250, which was seconded by Bernie Talbot, with the support of all Councillors.**

d) Unity Bank – **The Clerk suggested that the Council leave the recently received Section 106 funds of £74,106.82 in the Unity a/c to have funds available to pay for the work to be carried out on the Recreation Ground over the summer (pump track and zip wire), which agreed to by all Councillors**.

e) Authorise transfer of £3000.00 from Barclay’s savings account to Unity to cover new invoices. As the section 106 funds would remain in the Unity account this transfer was no longer required.

f) Update on Unity Bank - Standing orders and payment of zoom account. The Clerk had contacted Unity about the partial switch between the Barclays and Unity accounts not taking place, as the street lighting direct debit was still with the Barclays account. The Clerk was corresponding with zoom about alternative payment options, rather than using the Clerk’s credit card.

g) The Finance working party met on 11th March to discuss reporting and presenting two bank accounts. Since the lockdown started it has not been possible to check/sign the cheque book and bank statements, conducting Finance working party meetings on zoom. **Action Bernie** to try to find advise for the Clerk on how best to present the financial information with two separate bank accounts. **Action Clerk** to put on agenda for next meeting.

h) Income into account: - Section 106 funds – £74,106.82

**Barclays Bank balances as at 29th January 2021:**

Community Account - £612.00

Business Interest - £22,201.36

Active Saver Account (s106 funds) – £64,248.61

**Unity current account**:

Balance - £81,319.02 (incl £3,050 E-Bike grant to be repaid)

After current transfer clear bal: £1,871.73.

**111. Insurance Policy**

a) The Insurance renewal policy was circulated to Councillors. Adjustments made for removal of two raised flowerbeds and the addition of the new dog waste bin.

b) **Jane Bowen proposed the retrospective authorisation of the payment of the insurance policy (£512.89), which was seconded by Tony Orgee, with the support of all Councillors.**

**Jill Carter declared an interest in item 112b and 112g, so did not participate in the discussions.**

**112.** **Actions from the last meeting**

a) Update on new dog waste bins for High Street. The bin was installed by the Parish Council’s contactor although the Clerk had emailed him to highlight that it seemed to be higher than the 1 metre requested; it had been agreed that nothing would be done unless the District Council complained about the bin height.

b) Update on the transfer of the play area land from Hill Residential to the Parish Council. Despite regular correspondence from the Parish Council’s solicitor there was no news from Hill.

c) Council highlighted discrepancies and anomalies in the District Council enforcement office report of developments without planning permission on the properties on the old LSA. A response was received on 8th March explaining that 34 South Road could seek a Lawful Development Certificate, having withdrawn their planning application, and that this certificate just required a response from SCDC about whether the development was lawful of not.

d) Update on improving broadband in local villages - Gigabit Voucher Scheme.24 households and 4 businesses had expressed an interest in access to superfast broadband; it is hoped the flyer would generate more interest. Jane Bowen was in contact with BT Open Reach about what needed to be done next. Stephen McDonnell had received a quote from BT for 50 households to obtain superfast broadband outside of the Gigabit Scheme. **Action Bernie Talbot** to write an item in the Village News about the Gigabit Scheme.

e) Letter to the County Council (cc Chief Executive) about the inept service the Council has received from the Highway Dept over the last two years. The letter had not been written, but Dennis Vacher had been told about the planned complaint and had started responding to long outstanding queries.

f) **Bernie Talbot proposed the Council pay the contractor to clean the Pampisford Road shelter and getting the weeds cut back at a cost of £60, which was seconded by Jane Bowen, with the support of all Councillors.**

g) Update on Tees Law requesting the April 2019 Section 106 agreement be amended to allow the Institute to spend funds on structural repairs. This request was progressing and was with the District Council to consider, having been agreed by the landowner and Hill Residential.

h)An item had been in the Village News asking people to keep their dogs on a lead on North, South and Chalky Roads. There has been no response to Jane Bowen from the ‘Abington Estate Management’ for signs to be erected to request dogs be kept on leads – **Action Clerk** to write to the ‘Abington Estate Management’ to request for signage.

i) Update on Survey Monkey to establish how parishioners would like future section 106 funds used. The Survey had not been done but Stephen was happy to set it up once he knew what questions should be asked and the information about section.106 agreements to be included.

j) Update on request for replacement ‘No ball games’ sign in Mortlock Gardens. The sign had been erected but the removal of the old concrete post was still awaited.

**Tony Orgee declared an interest in item 113a as one of the contractors does work for him; he did not participate in the discussions.**

**113. Select a grass contractor**

a) For churchyard and village verges. Quotations were obtained from Glenn Broad, Brookfield Ground Care and RH Landscapes for cutting the churchyard and the village verges for the first time; although the Council was still awaiting confirmation form CCC that it could take on this responsibility.

**Bernie Talbot proposed that Glenn Broad cut the churchyard this year, which was seconded by Jane Bowen, with the support of all Councillors.**

**Bernie Talbot proposed that Brookfield Ground Care cut the village verges this year, which was seconded by Stephen McDonnell, with the support of all Councillors.**

**114. Council Policies**

a) Adoption of a Complaints Policy.

b) Adoption of a Freedom of Information Policy and procedure.

c) Review of a Community Engagement Policy - this draft policy needed to be circulated to all Councillors for approval.

d) Adoption of Standing Orders with minor amendment.

**Bernie Talbot proposed the Council adopt the Complaints Policy, the Freedom of Information Policy and Procedure and the updated version of the of Standing Orders with the minor amendment, which was seconded by Tony Orgee, with the support of all Councillors.**

**Jill Carter and Tony Orgee declared an interest as volunteers of the Love Abington Group and did not participate in the discussion.**

**115. To consider actions required due to the Pandemic**

a) Any action required to assist people/volunteer groups? No action required.

116. Items raised by Councillors

a) Council requested taking responsibility for village verge cutting from County Council-await response. **Action Clerk** to continue emailing the Highway Dept and to cc. in Bernie Talbot.

b) Relocation of South Road pillar box to dangerous location on Newmarket Road without consultation. No satisfactory response had been received from Royal Mail, who were proving very difficult to communicate with.

c) Update on funding Village Directory. The funding of this work had been agreed up to £450 (60:40 with LAPC) at the January meeting under item 97d.

d) Update on PC website. The two Parish Council would need to have separate websites but would be set up with similar codes and documents using the ‘wix’ platform and is likely to go live later this year. The existing website would be kept and managed by the Abington Institute.

e) Plans for Council’s e-bike once loan scheme comes to an end. The loan scheme finishes at the end of August, along with the existing insurance policy, and the plan was to sell off the e-bike to cover some of the Parish Council’s expenditure on the project. The scheme has been a great success with the e-bike used every week since it began.

117. Report from the Recreation Ground Committee

The Committee met on 1st February. The application for a grant from British Cycling had passed the first phase of the process and the Committee were awaiting the outcome of the planning application for the pump track, to progress the funding application. Most of the recreation ground equipment had been shut down due to covid, but there had been some vandalism to the MUGA gate. There had been discussions about the possibility of moving the football pitch 10-20 feet away from the river to make space for a zip wire. Balsham have a glider which is similar to a zip wire – Action: Bernie Talbot to check with section 106 Officer if the funds could be used for a glider. Bernie suggested that the Recreation Ground Committee make a formal proposal for funds for the pump track to ensure that there was adequate time to make the funds available.

118. Report from the Liaison Committee

The minutes of the meeting had been circulated to Councillors. One action from the Local Liaison Forum was the route of the greenway; both LAPC and GAPC were in discussions with Greater Cambridgeshire Partnership about the greenway being on Pampisford Road as a preferred option.

**119. Correspondence**

a)Emails from Park Farm landowner about staff being verbally abused by land rover driver. Bernie advised the landowner that if he could supply more details of the problem the Parish Council would be happy to support him, but there was no response.

b) SCDC Lead Cabinet Member for street naming asked why the Council had requested the proposed street name’ Lodge Close’ instead of ‘Lodge Field’ suggested by the developers. The Council had responded by sending a copy of the minutes when the decision was made and explaining that an informal meeting attended by two Parish Councillors with one representative of the developers to discuss options for the name would not be an appropriate situation for the Parish Council to make a decision about the name of the residential road; the Council only makes decisions at formal meeting open to the public.

#### c) West Lodge Pet Hotel- a parishioner had email concerned that walkers were using the kennels drive and car park, rather than the footpath. Bernie Talbot had had been in contact with the owners of the kennels who were dealing with the problem and he had offered assistance if it was required.

#### 120. Next meeting’s agenda on 17th May 2021.

Holiday dates?

Request for section 106 funds from Recreation Ground Committee, Clerk’s training, Community Engagement Policy and write to landowners with boundaries along Newmarket Road.

**Meeting closed at 8.45pm**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |
|  |  |
|  |  | | |
|  |  | | |

Clerk: Mrs. PM Harper

17 Lewis Crescent, Great Abington, Cambridge CB21 6AG

Email: [harper802@btinternet.com](mailto:harper802@btinternet.com)

Tel: 01223 892000

**Planning applications/appeals considered by the Parish Council and decisions made by the District Council**

**Parish Council decisions**

Ref. 20/04859/HFUL - 34 South Road - Proposed garage, garden equipment store and home office/ gym. Resubmission of 20/02099/HFUL

Parish Council recommended approval on 18/01/2021

Ref. 20/05065/S73 – 34 South Road – (S/1848/FL) to remove the limitation of the accommodation of the staff accommodation to be retained.

Parish Council recommended refusal on 18/01/2021

Application withdrawn on 18/02/2021

|  |  |
| --- | --- |
| Ref. | 20/05315/HFUL - 10 Chalky Road - Single storey rear extension and internal alterations |

Parish Council recommended approval on 18/01/2021

|  |
| --- |
| Ref. 20/05332/HFUL - Helton House 43 North Road – Single storey rear extension, replacement front porch, installation of new first floor rear balcony, new garage to the side of the property with a small habitable loft to use as a hobby room, refurbishment of existing house internally and externally to make it as sustainable as possible and demolition of existing rear conservatory.  Parish Council recommended approval on 15/02/2021 |
|  |

Ref. 20/04660/FUL - 44c North Road - Single storey rear extension.  
Erection of new detached dwelling to replace existing barn (has class Q prior approval- S/0843/19/PA)

Parish Council recommended refusal on 15/02/2021

|  |  |  |
| --- | --- | --- |
| Ref. 20/05310/S73 – 5 Magna Close - S73 variation of condition 2 (Approved | | |
| plans) of planning permission 20/02411/HFUL (Single storey front porch extension, first floor side and loft extension with rear dormer windows and rooflight) to change the porch design to a simplified 'Lean-to' (Re-submission of 20/04072/S73)  Parish Council recommended approval on 15/02/2021 | | |
| |  | | --- | |  |   Ref: 20/02715/REM - Land Lying to The South Of 5 Chalky Road - Approval of matters reserved for access, appearance, landscaping, layout and scale following outline planning permission S/1233/19/OL for the erection of a new dwelling with basement area and associated garage. The outline planning application was not an environment impact assessment application.  Parish Council recommended approval on 15/02/2021 |  |
| Ref: 21/00104/FUL - Recreation Ground High Street Great Abington Cambridgeshire  Proposal Change of use and conversion of an area of the village recreation ground into a cycle pump track.  Parish Council recommended approval on 15/02/2021 |  |

**District Council decisions:**

|  |  |
| --- | --- |
| Ref. | 20/05315/HFUL - 10 Chalky Road - Single storey rear extension and internal alterations |

Parish Council recommended approval on 18/01/2021

District Council approved 16/02/2021

Ref. 20/05001/HFUL – 23 Magna Close - two storey front extension and single and double storey rear extension

Parish Council recommended approval on 04.01.21.

District Council refused on 16/02/2021

Ref. 20/04859/HFUL - 34 South Road - Proposed garage, garden equipment store and home office/ gym. Resubmission of 20/02099/HFUL

Parish Council recommended approval on 18/01/2021

District Council refused on 20/01/2021

Ref. 20/05065/S73 – 34 South Road – (S/1848/FL) to remove the limitation of the accommodation of the staff accommodation to be retained.

Parish Council recommended refusal on 18/01/2021

Application withdrawn on 18/02/2021

Ref. 20/05156/REM - Land North Linton Road - Approval of matters reserved for layout and scale following outline planning permission S/3564/17/OL (Outline Planning Application for the construction of up to 13 dwellings with all matters reserved except access) and submission of details required by condition 6 (Foul water drainage) of outline planning permission S/3564/17/OL.

Application withdrawn 18/01/2021