

**LITTLE ABINGTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on  
Monday 23 July 2018 at 7.15pm in the Abington Institute, Great Abington**  
**DRAFT FOR REVIEW AT THE NEXT FULL MEETING OF THE PARISH COUNCIL**  
Present. Mr Brunning (Chair), Mr Allum, Dr I Smith, Dr R Smith, Mrs Dalton (Clerk).

**In attendance.** Mr Ellis by Skype. There were three members of the public present.

- 1. Apologies for absence.** Ms Pattinson, Mrs Simmons, Cllrs Henry and John Batchelor.

The chairman agreed to change the agenda to take public participation first.

**5 Public Participation****5.1 Revised planning application –35 Westfield.**

SCDC refused the previous planning application. The householder wanted some assurance that the revised plans would be more likely to be acceptable. She had consulted with neighbours. One important consideration was to ensure accessibility for disabled relatives. The Parish Council felt the proposed plans were more in keeping with other properties in Westfield. There were no comments to suggest that it would not support them.

**5.2 Granta Park noise**

Two residents from Westfield attended to discuss the on-going issues with noise from Granta Park/ TWI. They wanted more details of a proposal from TWI to monitor the sound.

PB said TWI had accepted there was a problem, but they had not been able to locate the source of the noise. They were disappointed none of the solutions tried to date had been successful.

There had been some monitoring in 2016 but it had been inconclusive. The plan was to carry out a similar exercise logging the impact of switching off various sound sources. Testing would be done in the evening. PB had agreed to confirm the day and a time with TWI the next day, i.e. 24 July. He was determined to get something going in the following week (i.e. week of 30 July) because conditions were good (i.e. noise was regularly audible) and the arrangements were already in place, including TWI staff. He was keen to include residents who attended a meeting at TWI.

The residents were clear that they wanted to be involved in agreeing the protocol and they did not want another “*half baked*” exercise. They said it was important to get it right and to ensure that the residents who are affected - primarily those in West Field whose houses face south - are fully engaged in the process rather than rushing to meet a deadline set by TWI. They felt it was unlikely that the residents would agree to participate without clarification. They would need to agree to monitoring inside their houses, noting that on many occasions the noise is worse upstairs.

There was some discussion about why the noise was so bad outside normal working hours. Night time noise is particularly intrusive. Richard Smith explained that TWI testing processes run 24/7. He suggested there should be an on-call system so that staff from TWI would be available to do monitoring on request. This was felt to be a helpful and constructive approach.

All three members of the public left the meeting at 7.45 pm

- 2. Minutes of the meeting held on 25 June 2018.** Agreed.

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

- **Stile on the footpath across the PVAA/ Bancroft Farm Meadow.** The stile has still not been repaired. It is dangerous. **CLERK** to contact Rights of Way Officer
- **Granta Park access through Sluice Wood.** The fence blocking access to Granta Park remains. The four vehicles dumped in Sluice Wood are still there. The Clerk noted a report by the SCDC Enforcement Officer on the [scambs.gov.uk](http://scambs.gov.uk) website.
- **Maintenance of the Sluice in Sluice Wood.** No obvious progress.
- **Fourwentways litter.** The SCDC officer responsible for organising replacement of litter bins is on sick leave. Another officer is covering in his absence. The Clerk had not had a reply about enforcement action for Little Chef/ Burger King. **CLERK** to continue to monitor.
- **Follow-up from Fourwentways site meeting with Highways.** No feedback from Cllr Batchelor and still no reply from the Highways Team.
- **Junction Newmarket Road/Bourn Bridge Road.** This has been forwarded to the County Council's Road Safety Team. PB had also raised with the project engineer in the Highways Team. **CLERK/PB**
- **Street lighting, Cambridge Road.** No feedback from Cllrs Batchelor. The Clerk has reported a street light outside 25/27 Cambridge Road. It is completely overgrown.
- **Comfort Café.** The Comfort Café has been sold to Paragon Land and Estates Ltd.
- **Audit Return.** The AGAR was submitted on time. The public inspection period closes on 3 August.

**4. Declarations of interest.** None for items on the agenda.**6.. Finance and Compliance****6.1 Income . Nil****6.2 Payments**

IS proposed and RA seconded payment of all items on the agenda with the exception CGM. This was agreed.

Mrs G Dalton Clerk (July)	£	153.84
CAPALC catch up day 29 June - 2 places	£	60.00
CGM monthly payment £268.55	VAT £44.76	NOT AGREED
Abington Institute Room Hire	£	48.00
Mrs G Dalton Clerk expenses Q1	£	89.19
<b>Total</b>	<b>£</b>	<b>351.03</b>

**6.3 Finance report: Balances year-to-date and Q1 report**

	<b>TOTAL</b>	<b>Current</b>	<b>Cambridgeshire Building Society</b>
Opening per bank statement	<b>£ 28,103.59</b>	£ 13,042.29	£ 15,061.30
Balances at close of meeting	<b>£ 27,752.56</b>	£ 12,691.26	£ 15,061.30

Note: Bank statement does not include uncleared cheques

The Q1 financial summary compared to plan was discussed. There were no variances of concern. The 2017-18 street lighting invoice had arrived after year end. The budget for contractors is underspent because CGM was not paid for two months because of performance issues. The Clerk's hours are significantly above plan. CWG will review this at half year.

#### 6.4 Insurance arrangements.

The Clerk had summarised quotations and policy details from 4 providers. Most companies were unable to quote more than 60 days in advance. It was agreed to follow up Zurich and Hiscox.

#### 6.5 Maintenance contract.

- **Existing arrangements.** Working with CGM was still problematic. There had not been any feedback or action following the site meeting in June. The Clerk had not had a reply to chasers sent to the Operations Manager and the Managing Director. It was agreed she would contact the Managing Director to discuss immediate termination of contract. There was sufficient funding in the budget to allow for ad-hoc maintenance if required.
- **New Contract.** The final draft contract specification was discussed. Ownership of some of the verges in the village is not clear. The Parish Council seems to have assumed responsibility in order to keep the village looking tidy. The Clerk has asked the County Council for any details on standards for verge cutting. She is in touch with SCDC about the possibility of a grant for taking on responsibility for grass cutting in Church Lane and Church Close.

Final comments on the specification were required by 30 July ready to finalise and send invitations to quote at the beginning of August. The process will close on 1 September. Contractors who wish to quote will be required to attend a site meeting and to provide a contact for a reference. **RA, JE and the Clerk** will oversee the process.

#### 6.6 General Data Protection Regulations

There was a wide-ranging discussion about GDPR and its practical implications at the CAPALC Catch Up Day on 29 June. NALC had confirmed there was no need for parish councils to appoint an external Data Protection Officer. Delegates requested guidance on the need for parish councils to register with the ICO and clarification on good practice on website security and the use of parish council specific e-mail addresses.

### 7. Planning <https://www.scams.gov.uk/content/search-planning-application>

#### 7.1 Planning applications:

- **S/2666/18/TC Tree work. 51 High Street. TPO applies.** RS had visited the site. There were no concerns about the proposed work and it was agreed the Parish Council would not comment on the application
- **S/2372/18/LB. Abington Lodge, Great Abington.** For information. The property is in Great Abington. The Clerk had contacted the owner of 47 High Street, the nearest neighbours in Little Abington. They confirmed they had no objections to the planning application. There were no other obvious reasons why this development would impact on Little Abington. The Parish Council agreed to confirm that there were no objections. In their view the application did not need to be referred to the SCDC Planning Committee.

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

- **S/0407/18/VC. Trees. Phase 2 Land (Zone 1), Granta Park):** SCDC will make a decision under delegated power. It was disappo
- inting that they did not seem to consider noise pollution was a factor.

#### 7.3 Local Developments

- **Local Development Plan.** SCDC is hoping to publish the plan next month.
- **Uttlesford District Council Development Plan - Consultation.** LAPC will object to the proposal for a development of 5000 dwellings near Great Chesterford. Key points will be road and public transport infrastructure, environment, the need to

consider provision for schools and for health & social care and the lack of collaborative working with neighbouring local authorities and other agencies

- **S/2209/18/E2 Proposed developments at Welcome Campus, Hinxton.** The scoping document for a development of up to 175,000 m<sup>2</sup> and an associated housing development of up to 1500 dwellings has been published on the SCDC planning website.
- **Local Housing developments.** Work on the new housing development in Linton Road should start soon. It is not clear if the 30 mph speed limit would be extended to the junction with the A1307 when building work starts. Hedges on Linton Road are obstructing the pavement

## 8. Highways and traffic

- **Privately Funded Local Highways Improvement.** The designs should be available by the end of the month. JE confirmed that the residents of Ivan Clark's Corner wanted the "children playing" signs to be erected at the entrance to the development. **PB**
- **Speedwatch update.** Cambridgeshire police have appointed a new local coordinator. GAPC has expressed an interest in participating in the local scheme.
- **Fourwentways.** Discussed under matters arising.

## 9. Report from the District and County Councillors

The report from Cllr Henry and Cllr John Batchelor was noted.

- The decision to move the County Council HQ from Cambridge to Alconbury has been confirmed. Whilst this is probably a central position, given the new working arrangements between Cambridgeshire and Peterborough, accessibility is a concern.
- The new Cabinet and Parish Liaison Meetings were welcomed. A list of forward dates would be helpful.

## 10. Village Environment/ Community Engagement

- **Suggestions for making use of proceeds from sale of former Scout Camp Site.** Carry forward to September
- **Access to Granta Park.** Awaiting the outcome of discussions about allowing residents to join the gym. No progress on wider access for local residents.
- **Granta Park Noise.** Discussed under public participation.
- **Parish Nurse.** The team has received a grant from the Big Lottery Fund. They plan to advertise for a project worker and a volunteer nurse. All seven parish councils in the Granta Vale area are now contributing to the scheme. Parish councils will be invited to the summer drinks party.
- **Footpaths.** The public footpath going north from the A1307 to the old chalk pit is now accessible. There is the potential to create a circular route across to the drive to the farm and back into the village. There is no public right of way to the Roman Road. It was agreed to establish a working group to review existing footpaths and public rights of way and to develop a plan as necessary. **IS/RS**

## 11. Meetings and representation.

- **Feedback from meetings attended by LAPC reps.**
  - Haverhill Forum, 16 July. This meeting was attended by the Mayor of Cambridgeshire & Peterborough. JE had circulated a meeting note.
  - CAPALC Catch Up Day, 29 June. IS & Clerk attended. Their meeting note was circulated. See presentations on the CAPALC web site.
  - A1307 Parish Forum, 6 July. Meeting note awaited **PB**
- **LAPC representation at forthcoming meetings.** Nil
- **Training sessions.** RS to attend the CAPALC parish councillors' training in October.

- **Arrangements for LAPC meeting on 24 September.** The Clerk will draft an agenda with some notes. The chairman will complete and publish it and ensure adequate arrangements are in place. **PB**

## 12. Committee Reports

- 12.1 Institute Management Group. Nil.
- 12.2 Recreation Ground Committee. Nil
- 12.3 Committee for Abington Housing. Nil

## 13. Reports from representatives

13.1 **Village maintenance:** Discussed earlier in meeting.

### 13.2 Lights, roads and pavements.

- Report the damaged street name sign at the top of the High Street.
- Chase order for Speedwatch signs.

**JE  
CLERK**

13.3 **Trees. IS and RS** will complete the tree survey.

13.4 **Police.** It seems local police panels have been given lower priority since the local review police services. The local PCSO has a larger area to cover but he is trying to ensure some visibility in the village.

## 14. Correspondence.

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

## 15. Any Other Business/ Items for next agenda.

- **Newsletter** - cutting back trees and hedges to keep pavements accessible and street lights clear.
- **September agenda** - Maintenance contract, insurance arrangements, use of scout camp sale proceeds.

The meeting closed at 09:52 pm

### **Next meetings**

**Monday 24 September 2018 starting at 7.15 pm**

**Monday 22 October 2018 starting at 7.15 pm**

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

Signed by Parish Council Chairman

Date

24 September 2018