

**LITTLE ABINGTON PARSIH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Monday 22 October 2018 at 7.15pm in the Abington Institute, Great Abington**

**Present.** Mr Brunning (Chair), Mr Allum, Ms Pattinson, Dr I Smith, Dr R Smith. Mrs Dalton (Clerk)

**In attendance.** Mr Ellis (by Skype) Cllrs Henry (HB) and John Batchelor (JB). There were three members of the public present.

**1. Apologies for absence.** Mr Ellis,

The Chairman agreed to change the agenda order to take public participation first and to allow Cllrs Batchelor to leave early.

**5. Public Participation**

**5.1 Village shop/post office**

The imminent departure of the family who have managed the village shop for the last 13 years was raised. It was suggested that the parish councils should consider marking it in some way.

**5.2 Granta Park noise**

Two people attended to address this topic. They requested an update following the previous meeting.

The chairman explained that team at TWI had made another change to their system. He said some residents had noticed an improvement but he knew not all residents agreed. He understood that another modification was being planned however he had no information about timescale and he understood the work would be complex. It was clear that the Environmental Health team was now working closely with TWI on this matter. They had suggested other potential sources of noise should be investigated.

The public representatives did not agree that there had been any improvement. They had 15 examples of continuing complaints and concerns from residents about loud and intrusive noise since the most recent modification. Another resident commented that he thought the sound was different. He felt it was still noisy and intrusive but a little less invasive. They asked the Parish Council to follow-up with TWI specifically to request information about timescales and the improvements that might be expected as a result of further modifications.

In the discussion that followed it was felt that TWI had overlooked the importance of maintaining good public relations. It was agreed they should be asked to address the Parish Council directly not through the chairman.

All three members of the public left the meeting at 7:35 pm

**2. Parish Council Vacancy.**

Mrs Simmons has resigned. The post has been advertised on the Parish Council noticeboard and the website. Closing date 7 November. If no one has come forward for election then, the parish council will have an opportunity to co-opt.

**3. Minutes of the meeting held on 24 September 2018. Agreed.**

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

The action list was reviewed and updated. (See appendix)

#### 5. Declarations of interest.

None for items on the agenda.

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

##### 8.1 Planning applications:

- **S/3476/18/FL. Fourwentways Petrol Station. Installation of two electric vehicle chargers and formation of new surfaced bays.** Whilst the Parish Council had no objections to the proposals the application was an opportunity to remind the District Council, once again, of the problems at Fourwentways, i.e. lorry parking, public health hazards, vermin, litter and dangerous driving caused by poor signposting. The application provided an opportunity for the District Council's planning and enforcement teams to persuade the site owners to address some of these problems. On that basis LAPC recommended that the application should be discussed by the District Council Planning Committee.
- **S/3609/18/FL 36A Church Lane. Extension of existing planning permission for demolition, extension and remodelling of existing dwelling.** There were no changes to the plans in the permission granted in 2015. LAPC supported the request to renew planning permission without referral to the SCDC Planning Committee.
- **S/3818/18/FL. 10 High St. Single storey front porch, single storey rear extension, change of French windows and Juliet balcony, installation of high level glazing on north elevation.** LAPC supported the application without referral to the District Council Planning Committee.
- **S/3903/18/TC 10 High St. Tree works in Conservation Area.** The Parish Council had no objections to the proposed tree works. It welcomed the householder's intention to replace it with something more suitable for the location

##### 8.2 Planning decisions and amendments (for information). None

##### 8.3 Local Developments

- **Agritech appeal.** LAPC agreed to resubmit the response made in January 2018.
- **Local Development Plan** – Cllr Batchelor confirmed that the LDP had been signed off and is in use. It has not yet been subject to legal testing. Preparation for the next Local Development Plan including engagement with parish councils will start in Spring 2019. There will be another Strategic Housing Land Availability Assessment (SHLAA).

#### 9. Highways and Traffic

**Privately Funded Local Highways Improvement Scheme.** Gates in Bourn Bridge Road and *Children Playing* signs Ivan Clarks corner. Option 2 for two gates, one with a village name plate and *Children Playing* signs was unanimously agreed. Cost £3370. **PB**

#### 10. Reports from District and County Councillors

The written report from Cllrs Batchelor was noted.

- **SCDC 2019-20 budget setting.** This is proving difficult given financial constraints. It will be agreed in February. The local tax increase will probably be the maximum amount the government allows.
- **A1307 Improvements.**
  - PB reported that the A1307 Parish Councils Forum was concerned that the Greater Cambridge Partnership had misrepresented their views on building a dual carriageway to Cambridge. Their preference was for a route to Stump Cross.
  - Work on the improvements from Fourwentways to Haverhill must start before March 2020 or the government will withdraw the funding.

- Resurfacing Cambridge Road in Little Abington. PB said this was a high priority given the condition of the road surface and poor drainage especially near the traffic island.
- The Clerk asked for an update on plans to resurface Church Close. It was promised last year. **HB/JB**
- IS commented that pavements throughout the village are hazardous for the disabled and for people with limited mobility. The poor condition of pavements in Church Lane was noted.

Cllrs Batchelor left the meeting at 20.29

## 7. Finance and Compliance

### 7.1 Income.

SCDC precept Sept 2018- March 2019	£	8495.00
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### 7.2 Payments

Two amendments to payments were noted. RA proposed payment all of the payments on the agenda. IS seconded. It was unanimously agreed.

Mrs G Dalton - Clerk expenses Q2		£	93.50
Mrs G Dalton Clerk salary (Oct)		£	246.27
Donation - Bobby Scheme	GPC	£	100.00
Donation - Community Nurse	GPC	£	1000.00
CGM Sept (work at Ford) & Oct	VAT £75.76	£	454.55
Abington Institute - room hire		£	36.00
CAPALC Parish Councillor training		£	75.00
<b>Total</b>		<b>£</b>	<b>2087.67</b>

### 7.3 M6 Finance report: Balances year-to-date, expenditure and finance summary

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 34,766.66	£ 19,705.36	£ 15,061.30
Balances at close of meeting	£ 32,607.44	£ 17,546.14	£ 15,061.30

*Note: Bank statement does not include uncleared cheques*

The financial summary was discussed. None of the variances were of concern. The causes were all understood. Expenditure year-to-date had been published to comply with the Transparency Code

### 7.4 Report from Compliance Working Group

- **Recommendations** The group met on 11 October. All recommendations were agreed including increasing the Clerk's hours to 7 per week with immediate effect. This reflected average workload year-to-date.
- **Risk register update.** The key points discussed by CWG were noted. The importance of demonstrating effective risk management was noted. The register needs to be kept up-to-date. **CLERK**

### 7.5. 2019-20 budget planning

The first draft budget plan was discussed.

- It was agreed to stop budgeting for youth initiatives but to keep the fund in allocated reserves.
- The training budget would be increased in line with CAPALC's new fee rates.

- The audit budget was reduced following LAPC's exemption from external audit.
- Joint projects with GAPC to be discussed at the liaison group meeting. **CLERK**

#### 7.6 General Data Protection Regulations.

- The Parish Council agreed to join CAPALC's GDPR Membership Scheme. There were some queries about the costs of additional options. **CLERK**
- **DRAFT GDPR implementation plan.** There are some gaps awaiting clarification. It was felt the plan confirms the Parish Council's intention to have adequate arrangements in place by April 2019. **CLERK**

### 11. Village Environment/ Community Engagement

- **Access to Granta Park.** No update.
- **Granta Park Noise.** Discussed under public participation.
- The Parish Council chairmen are due to meet the management teams from Granta Park and TWI soon. **PB** welcomed any items for the agenda and suggested an additional parish councillor might wish to attend.
- **Allotment Association request for funding towards a secure store for maintenance of village assets.** The Parish Council agreed to contribute £700 from the balance of S106 funds.
- **Footpaths.** Carry forward

### 12. Meetings and representation.

#### 12.1 Feedback from meetings attended by LAPC reps.

- **CAPALC training.** Very worthwhile. RS highlighted the importance of the Code of Conduct. Hard copies of training material are on circulation.
- **CAPALC Drop in Café.** A helpful initiative by CAPALC. Notes have been circulated
- **A1307 Parish Council Forum.** Notes have been circulated.

#### 12.2 LAPC representation at forthcoming meetings

- SDCDC Parish Planning Forum. 30 October **PB**
- GAPC/LAPC Liaison meeting 22 Nov 2018 **RS, RA, PB.** Agenda items agreed.
- Committee for Abington Housing 29 October **PB**
- Cambridgeshire Local Council Conference 23 Nov. **IS and PB**

**12.3 2019 LAPC meeting schedule.** It was agreed to continue to meet monthly on the 4th Monday of the month with the exception of August and December. Some adjustment would be required in 2019 because of bank holidays.

### 13. Reports from representatives

#### 13.1 Village maintenance contract:

- **New contract.** RA and the Clerk met Mr King to discuss contractual and practical arrangements. He agreed to minor adjustments in the value of the contract. The contract will start on 1 January 2019. **CLERK** to write a letter of appointment and advise CGM of the decision. It was noted that he would need two weeks' notice for cutting the Protected Roadside Verges. **(NATUREWATCH GROUP)**
- RA had asked him to quote for siding out verges
- RS advised that the Allotments Association would not be able to take leaves because of concerns about disease. **CLERK** to discuss with Mr King
- **Existing contract.** CGM had attended recently. Some verges had been cut.

#### 13.2 Lights, roads and pavements.

- Several streetlights are obstructed by vegetation.
- Several trees and hedges on roadside verges in Cambridge Road need attention. Some are the responsibility of highways, others the farmer. **IS and RS** to check which trees have TPOs.

**13.3 Trees.**

- Tree on verge 39 Church Lane. This is the householder's responsibility. Some work has been done. **CLERK** to add to risk register
- Tree overhanging 19 Church Close. To discuss with the tenant who has complained and the householder where it grows.

**PB/IS**

**13.4 Police.** Nil.

**14. Committee Reports**

**14.1 Institute Management Group.** The group has not met for some time.

**14.2 Recreation Ground Committee.** The Committee met on 26 September. RS agreed to join, replacing Mrs Simmons. Next meeting 12 November.

**15. Correspondence.**

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

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

- **Newsletter** – Trees and householder's responsibilities. Need for more Speedwatch volunteers. **SP** agreed to write the monthly contribution replacing Mrs Simmons.
- **November agenda** – footpaths, final draft budget plan.

The meeting closed at 21:50

**Next meetings**

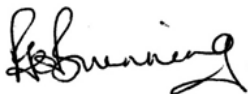
**Monday 24 November 2018 starting at 7.15 pm**

**Monday 28 January 2019 starting at 7.15 pm**

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

Signed by Parish Council Chairman

Date



26 November 2018

**APPENDIX Matters Arising/ Actions**

<b>Meeting date</b>	<b>Action</b>	<b>Responsible</b>	<b>Update/status</b>
April 2018	Tree Warden Network - does it still exist?	Clerk	SCDC Parish Forum - meeting agenda item
	Granta Park access. Long-standing issue	PB	
	Follow-up Fourwentways site meeting	Clerk/Highways	
	Granta Park noise	Clerk/PB/Cllr Orgee	
May 2018	Replacement Fourwentways litter bins	Clerk/SCDC	
	Road safety improvements "children playing" signs	PB	October agenda
	Road safety junction Bourn Bridge Road/CIS	PB/Clerk/Highways/ CCC	July 2018: Clerk contacted road safety team - not a hazard
June 2018	Privately funded highways improvement scheme - village gates and children playing signs	PB	Oct agenda
	Street lighting - Cambridge Road	Cllr JB	
July 2018	GDPR several queries arising from CAPALC catch up day	Clerk	
	Footpaths – to establish a working group.	IS/RS	wip
	Several street faults reported some months ago. Not fixed Speedwatch signs ordered Dec 2017 – still awaited	Clerk/CCC/SCDC	
Sept 2018	Public participation. Granta Park noise. Clarification of timelines	PB	
	Public Participation Lorry parking Fourwentways No progress since April site meeting	Cllr HB	Oct 2018 -Clerk contacted CCC requesting meeting dates
	Use proceeds from Scout camp sale		Suggested pump track <b>CLOSED</b>
	Sign off amended standing orders	Clerk	
	Feedback from meetings	P Cllrs	Oct agenda
	Travel allowances. Implementation.	Clerk	
	New Maintenance contract Review pricing.	RA/Clerk	October agenda
	Siding out various verges from roads /footways	RA	19/10/2018 RA asked new contractor for a quote