

LITTLE ABINGTON PARISH COUNCIL
DRAFT BE AGREED AT THE NEXT FULL MEETING OF THE PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on
Monday 28 January 2019 at 7.15pm in the Abington Institute, Great Abington

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

In attendance. Mrs V Archer, Cllr Henry Batchelor (HB). Cllr John Batchelor (JB). There were no members of the public present.

1. Apologies for absence. None

The Chairman agreed to consider changing the agenda order to enable Cllrs Batchelor to leave early, noting there were several items that they needed to be aware of.

2. Parish Council Vacancy. Mrs Archer introduced herself to the Parish Council. She was proposed for co-option. This was unanimously agreed.

3. Minutes of last meeting. The minutes of meeting held on 26 Nov 2018 were agreed.

4. Matters arising not on the agenda. The action list was reviewed and updated. (*Appx*).

5. Declarations of interest. None for items on the agenda.

6. Public Participation

Car parking in Bourn Bridge Road.

The Clerk had received a complaint about parking in Bourn Bridge Road. It was felt that parking at the end of the village restricts visibility for drivers and pedestrians. It was understood the owner left their car there to reduce speeding. There are no parking restrictions but sometimes it impedes safe access and visibility for pedestrians who use the path to Sluice Wood. **CLERK** to write to ask if the car could be parked further away from the hedge to improve safety and access for pedestrians.

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

7.1 Planning applications:

- **S/4644/18/FL. Burger King, Fourwentways – Retrospective.** *Various external alterations to restaurant.*

JB declared a conflict of interest because he chairs the SCDC Planning Committee. He was unable to participate in the discussion.

LAPC objected to the application and requested that the SCDC Planning Committee should make a site visit and consider the application formally. Several material grounds applied - design materials and appearance; litter & public health concerns and traffic & highway safety. The strength of public feeling also needed to be considered. 150 people had signed a petition complaining about the condition of the Fourwentways site at the public engagement event on 12 January. (*Response Appx*)

- **S/0407/18/VC. Phase 2 Land (Zone 1) Granta Park – Variation of condition 16 (Trees)** *to planning permission S/1109/15/FL.*

Granta Park invited the Parish Council to visit the site. It was clear that a tree planting programme was in progress. LAPC agreed to update its recommendation from “object” to “support”.

- **S/4329/18/OL. Wellcome Trust, Hinxton – Outline application for phased mixed-use development** *included 1,500 dwellings, offices, laboratories & associated infrastructure including highways improvements. Total 150,000 sq. workspace.*

The application was discussed at some length. Local Parish Council chairmen are collaborating. LAPC objected to the application, which was not included in the Local Development Plan. The key concerns were scale of the development to include housing, laboratories and industrial space; traffic & transport infrastructure and lack of effective solutions; visual impact and impact on the environment. Mindful of proposed developments near the A1301 for Agri-tech and the Uttlesford Garden Village. LAPC felt the application also needed to be considered from a strategic point of view. **PB** to draft response for agreement and submission by 4 February.

Mrs Archer left the meeting at 7:50 pm

7.2 Planning decisions and amendments (for information).

- **S/3816/18/FL. Retrospective - erection of fence and shed. 50 High St.**
It was noted that the description of the application changed after LAPC had considered it. Despite objections from all near neighbours and LAPC SCDC approved the application. JB confirmed that he had visited the site.
- **S/3886/18/FL 1 West Field – Single Storey side extension.** Agreed by SCDC.

7.3 Local Developments

- **Uttlesford Development Plan: Sustainability appraisal.** LAPC to review and consider a response to meet the 25 February deadline.
- **SCDC Planning meeting 17 January.** IS, RS and PB attended. The meeting discussed proposals for significant developments in Uttlesford and Hinxton and the Agri-tech proposal. SCDC sent slides. Their meeting notes are awaited.
- **ARCC Innovations.** PB attended a meeting at Great Abington PC. The proposal is to provide edo-friendly accommodation for start-ups. They were open to the idea of allowing residents to access the site. This would need to be established in a binding agreement. GAPC had concerns about sewage, access arrangements for building work and the number of people working on the site/impact on local traffic. It was noted that the concept had been discussed with the SCDC Planning Committee and a formal application was expected soon.
- **Other updates. Comfort Café.** The deterioration in the appearance of the site is contributing to the overall shabby and unkempt appearance of the area around Fourwentways There has been some fly tipping there. The Parish Council discussed how to find out about the new owner's intentions.

8. Highways and Traffic: Road safety initiatives

- **Road Safety initiatives Bourn Bridge Road and Ivan Clarke's Corner.** LAPC was frustrated by slow progress. Some of the delay is due to the manufacture of the gates but it was not clear why the "children playing" signs could not be installed. **HB/PB**
- **A1307.** HB reported that work on the A1307 to construct a bus lane near Dalehead Foods was underway. The next phase will be updating the traffic lights outside Linton Village College to improve traffic flow. There will also be increased provision for bikes at the Babraham Park-&-Ride. Most of the work will be carried out in 2019-20.
- **Village Speedwatch.** The equipment has been returned after maintenance. The rota with Ickleton Parish Council has been agreed. There are some new volunteers. **SP** Speeding on Newmarket Road is an issue but Speedwatch cannot operate in areas where the speed limit is more than 40mph. It is understood that the speed limit might be reduced linked to improved provision for cycling.
- **Dangerous Junction - Newmarket Road/Bourn Bridge Road.** Following the Fourwentways site meeting in December the Clerk contacted Highways about repainting white lines. No one had replied. **HB**

10. Report from Linton District and County Councillors

The written report from Cllrs Batchelor was noted

- **A1307 Improvements.** Discussed above. IS queried progress on proposals for a Park & Ride site near Abington. This links to the Combined Authority's transport strategy. It will be taken forward in phase 2 of the A1307 plans.
- **East-West Rail Link.** Consultation has opened on the route for a rail link between Cambridge and Oxford. One option includes a route through Bassingbourn.
- **Budget Planning.** Local council tax will increase. SCDC will increase it by £5 a year - the maximum allowed for a band D property. Discussions are also underway about methods to cover a shortfall including income generation and raising fees to cover administration costs. HB reminded the Parish Council about the County Council's survey on priorities for local spending and increases in council tax.

Cllrs Batchelor left the meeting at 20:25

9. Village Environment /Community Engagement.

- **Abington Future Public engagement event.** The event went well. Attendance was about 150. There was good feedback on the day. Feedback forms are being collated. It was suggested that the results could be reported at the Annual Parish Meeting in April when plans and priorities are considered.
- **Fourwentways Site meeting December 2018.** The meeting was attended by an officer from Environmental Health at SCDC, a member of the Highways Team at the County Council, three LAPC representatives and a member of the public. SCDC had installed three new litter bins. They agreed to continue to empty all the bins at the roundabout twice a week. Options for improving conditions, repairing kerbs and verges and stopping dangerous parking were discussed with the representative from Highways. It seemed the only way forward would be if the Parish Council funded it.
- **Access to Granta Park.** Discussions about gym membership continue. Members will have access to a wide range of sport amenities. It seems unlikely that there will be any progress on reinstating residents' access to the site. The arrangements for visitors' access via the main gate and following an agreed route are still in place. The suggestion made at the public meeting in 2017 was not followed up. Options including the possible use of TWI land south of Pampisford Road as a permissive path have been put forward. Access through Sluice Wood is still blocked by Bancroft Farm..
- **Granta Park Noise Nuisance.** Residents are due to meet with the TWI team in March. Meanwhile they continue to log noise levels. There was some improvement over the Christmas and New Year holiday period.
- **Litter.** SCDC refused to provide a litter bin at the top of Bourn Bridge Road but they are willing to collect rubbish when local litter picking initiatives take place. They have given the Clerk a generous supply of black bags. Several residents pick up litter near their homes and while out walking. This could be formalised in much the same way as a community led litter picking initiative in Great Abington.
- **Footpaths.** This was the subject of one of the displays at the engagement event. Several residents are willing to get involved and to support the work. **IS/RS**

11. Finance and Compliance

11.1 Income. Nil

11.2 Payments

- The village maintenance contract with CGM ended on 31 December 2018. It was agreed that outstanding invoices for November and December would not be paid without confirmation of attendance.
- Rather than purchasing new hard drives for PC backup it was agreed that the Clerk should investigate the use of cloud-based storage. **CLERK**

- RS thanked LAPC on behalf of AALGA for the contribution towards the cost of the storage unit. It will be used to store items and furniture for village events as well as allotment machinery and equipment. He confirmed that it could be moved if the allotments became an unsuitable location. The Clerk noted that there is still £330 available from S106 funding for improvements in the Abington Institute

The following payments were agreed

Mrs G Dalton Clerk salary (Jan 2019)	£ 287.14
Mrs G Dalton Clerk expenses Q3 2018-19	£ 18.12
Abington Allotments Assoc –contribution to purchase of storage unit	£ 754.00
Andrew King - maintenance contract Jan 2019	VAT £85.77
Andrew King - siding out verges.	VAT £140.00
Abington Institute Room Hire	£ 24.00
CPRE annual subscription	£ 36.00
Wescotec carriage: repair speed watch monitor	<i>invoice awaited</i>
LCPAS Training - Highways	<i>invoice awaited</i>
Mr Allum travel expenses LCPAS training	£ 11.50
Dr R Smith - contribution catering costs for public engagement event	£ 120.00
Total	£ 2705.36

11.3 Q3 Finance report:

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 30,799.49	£ 15,738.19	£ 15,061.30
Balances at close of meeting	£ 27,889.13	£ 12,287.83	£ 15,061.30

Note: Bank statement does not include uncleared cheques

- The budget is running close to plan. The invoice for street lighting has not arrived but CCC has advised an increase in the order of 12.5% which is significantly more than the budget. Several significant expenditure items are expected before year end. The Clerk did not have any concerns about LAPC's financial status. The Clerk's hours are already over plan. This needs to be monitored in the coming year.
- The finance summary and expenditure to date have been published on the Abingtons website in line with the Transparency Code

11.4 2019-20 Budget plan and Precept request

- The 2019-20 budget plan agreed in November was confirmed
- The 2019-20 precept request to SCDC was agreed as £17,500.

11.5 Cambridgeshire County Council tax/priorities survey

- Clerk to complete the survey on behalf of LAPC.

CLERK

11.6. General Data Protection Regulations. No communications about GDPR since LAPC joined CAPALC's GDPR membership scheme. **CLERK** to follow up.

11.7. Risk management.

- The risk register was noted.
- The Clerk had completed the inspection of assets. The Millennium Bridge had not been professionally inspected. LAPC considered it to be low risk.

12. Meetings and representation.

- Feedback from meetings attended by LAPC reps not elsewhere on agenda:
 - **SCDC Cabinet & Parish Councils Liaison meeting.** Note circulated

- **Parish Council Chairmen's meeting with BioMed Realty.** Note circulated
- **Haverhill Forum.** The Clerk represented LAPC. The meeting was attended by Matt Hancock, Secretary of State for Health & Social Care, MP for West Suffolk. It focused on issues and concerns about healthcare provision in Haverhill particularly Primary Care. It was noted that the population of Haverhill is expected to rise to 70,000. Linton Parish Council was concerned that inadequate provision in Haverhill was impacting on the GP practice in Linton. The next meeting will be a discussion with Suffolk CCG.
- **LCPAS Highways training.** RA attended. It was worthwhile. Conversations with other parish councils provided useful insight. Course materials were promised.
- LAPC representation at forthcoming meetings.
 - *TWI meeting with residents re Granta Park Noise. 6 March PB*

13. Reports from representatives

13.1 Village maintenance contract: This is the first month of the new contract. Mr. King has attended and a checklist was submitted on time

13.2 Lights, roads and pavements.

- Several comments made about poor road surfaces at the engagement event.
- SCDC had done a good job road sweeping. It would have been helpful if they had provided notice so that they did not need to sweep around parked cars. **JB/HB**

13.3 Trees. There is a tree risk dating back to 2016 on the risk register. Several trees on Cambridge Road need to be checked in the spring and householders advised if necessary. UK Power Networks have asked for contact details so that they can carry out tree works at Ivan Clarks Corner.

13.4 Police. Nil.

14. Committee Reports

14.1 Institute Management Group. January minutes received

14.2 Recreation Ground Committee. Minutes from November received

14.3 Committee for Abington Housing No recent meeting.

15. Correspondence.

A summary of correspondence received is on circulation. Items requiring action have already been circulated. The Ambulance Trust is advertising a first aid course for grandparents who look after children. The cost is £35.00 per delegate. It was a good idea but too expensive. One option was for the Parish Nurse team to run a programme.

16. Any Other Business/ Items for next agenda.

- **Newsletter** – Litter picking group,
- **c/f to February agenda** – nil

The meeting closed at 21:55

Next meetings

Monday 25 February 2019 starting at 7.15 pm

Monday 25 March 2019 starting at 7.15 pm

Abington Institute, High Street, Great Abington.

Signed by Parish Council Chairman

Date

25 February 2019

APPENDIX 1 Matters Arising/ Actions January 2018

Meeting date	Action	Responsible	Update/status Jan 2019
April 2018	Granta Park access. Long-standing issue	PB	Jan 2019 Still waiting details of gym membership for residents. No progress on relaxing stance on reopening access to whole site.
	Follow-up Fourwentways site meeting April 2018	Clerk/Highways	CCC no response Site meeting CCC Highways and SCDC 14 Dec 2018
July 2018	Road safety junction Bourn Bridge Road/CIS	PB/Clerk/Highways/ CCC	July 2018: Clerk contacted road safety team - not a hazard Dec 2018. Site meeting. Clerk contacted Highway maintenance ref white lines - no reply
June 2018	Privately funded highways improvement scheme - village gates and children playing signs	PB	Agreed Oct 2018. Awaiting Installation. Jan 2019. Gates delay in manufacture. Signs will be erected at the same time as the gates.
	Street lighting - Cambridge Road	Cllr JB	
July 2018	Footpaths – to establish a working group.	IS/RS	wip
July 2018	Several street faults reported some months ago. Still outstanding Speedwatch signs ordered Dec 2017 – still awaited	Clerk/CCC/SCDC	
Sept 2018	Public participation: Granta Park noise. Clarification of timelines	PB	Jan 2019. Residents to meet TWI team in March
	Public Participation: Lorry parking Fourwentways No progress since April site meeting	Cllr HB	Dec 2018 Site meeting Jan 2019 Petition – 150 signatures
Oct 2018	Parish Council vacancy	Clerk	Jan 2019 CLOSED . Mrs Archer co-opted
	Agritech appeal	Clerk	Jan 2019. Planning Appeal in Progress. Parish Councils collaborating. Letter sent to SoS
Roads and pavements	<ul style="list-style-type: none"> • Resurfacing Church Close • Cambridge Road - road surface • Pavements - poor condition. Some hazardous 	Cllrs Batchelor	Jan 2019. Church Close. SCDC have awarded contract.
Lights	Street lights on Cambridge Rd obstructed by vegetation		Jan 2019. Some clearance done

Tree Risks	The condition of trees & hedges on Cambridge Road verge. Any TPOs? One significant risk noted Tree overhanging 19 Church Close	IS/RS Clerk	Jan 2019. <ul style="list-style-type: none">UK Power Networks addressing risks at Ivan Clarks Corner.Some trees to be inspected in the springOne risk noted in October 2016 It is understood the tree will be reduced or felled
Nov 2018			
GDPR	check link to CAPALC membership scheme	Clerk	Jan 2019. Clerk following up lack of communication
Risk Management	Risk register	Clerk	Jan 2019 Reviewed.
Litter	- Request bin for top of BBRd near CIS - Does CIS pick up litter from the verges around their site? - Community petition for Fourwentways	Clerk	SCDC refused request. Discussed with CIS. Not at present Petition signed at Community Event
Speedwatch	Speedwatch monitor returned for checks. No fault found Agree new Rota with Ickleton PC	Clerk	Jan 2019 CLOSED IPC Rota agreed. New volunteers wef Feb 2019
JAN 2019			
	Complaint Car parking Bourn Bridge Rd both	Clerk	Clerk to write to householder
	Planning: <ul style="list-style-type: none">agree response to Wellcome proposalsUttlesford development plan.	PB PB	Deadline 4 February Consider response to sustainability appraisal
	The Abington Future - both public engagement event.	RS	. Feedback being collated. For APM agenda
	Council tax. <ul style="list-style-type: none">2019-20 Precept requestCambridgeshire County Council tax/priorities survey	Clerk	<ul style="list-style-type: none">£17,500 agreed. Request sent and acknowledgedClerk has completed survey.
	Street sweeping.	JB/HB	Noticed required so that parked cars can be removed

APPENDIX 2

Planning Responses to Fourwentways and Wellcome Genome Campus.

See Abingtons Website <http://www.theabingtons.org.uk/parish-councils/little-abington-parish-council/planning/> ..