

LITTLE ABINGTON PARISH COUNCIL

Minutes of the meeting of Little Abington Parish Council held by videoconference on Monday 27 July 2020 at 7.30 pm

Present. Mrs Bolden (SB) Chair, Mr Allum (RA), Mr Brunning (PB), Ms Pattinson (SP), Dr I Smith (IS), Dr R Smith (RS), Dr Valge-Archer (VVA), Mrs Dalton (Clerk).

In attendance. Cllrs Henry Batchelor (HB) and John Batchelor (JB), both for part of the meeting. One member of the public (Mr Orgee from Abington PCC) joined briefly.

1. Apologies for absence. None

The chairman agreed to change the agenda order to allow Mr Orgee and Cllr H Batchelor to attend other meetings.

Public Participation

Mr. Orgee is Treasurer of Abington Parochial Church Council (PCC). He said the PCC is grateful for the parish council's annual donation towards the cost of grass cutting in the churchyard. It covers about half of the annual cost. He confirmed that the work is carried out by a local contractor.

6. Report from Cllrs John and Henry Batchelor

The content of the report was noted. The Coronavirus response is still a priority.
For

2. Minutes of last meetings.

The minutes of the Parish Council meeting held on 26 May 2020 were agreed.

3. Matters arising. The action list was reviewed and updated. Of note:

- **Burger King** has reopened but litter bins have not been put out in the car park. One large bin had been left open and overflowing over the weekend. The abandoned car had been removed but not the fly tipping. HB confirmed the Enforcement Team should be able to make a site visit
- **Granta Park Noise.** TWI had visited. They have identified a possible source of the noise and a plan is being worked up.
- **30mph speed limit on Linton Road.** Objections not supported. The extension was intended only to enable the new housing development. Changing the speed limit for Larkfield should have been included in the consultation before planning permission for that development was agreed.
- **Tree at Pottery.** Tree work has been completed.

4. Members' declarations of interests for items on the agenda. None.

5. .

The Clerk had received an e-mail complaining about daytime and overnight noise from Granta Park.

District Council.

- Planning : See briefing note sent today.
- The planning committee agenda includes Huawei at Sawston and a hotel at Duxford by the M11. Both are likely to create additional pressures on local infrastructure

County Council

- All Park & Rides sites are now open although part of the Milton car park is still being used as a Covid testing site.

- Police. The report on the public consultation held earlier in the year has been published. The police are considering options for an out of town police station. Sawston will stay open.
- Household recycling centres are open. Users need to book a slot.

Discussion

- **A1307** -what are plans for improving the Hildersham crossroads? At the moment there is no plan. Issues are congestion and obtaining the land needed for improvements. Work is due to start on crossings at the Babraham roundabout and from the top of Babraham High Street. There was some discussion about the cycle route to Linton; improving the section near Abington was to have been included in the plans for improving the Hildersham crossing. The Fourwentways bus lane will be included in the next phase of work.
- **Cambridge South railway station.** Announced today that it will go ahead. Issues include lack of car parking. Work is likely to start in about a year

Cllrs Batchelor left the meeting at 7.50 pm.

7. Planning

7.1 Planning applications:

- **20/02691/CTY. Waste & minerals site, Worsted Lodge,** Extension to facility for recycling and processing inert construction materials -concrete roadways, concrete pads, wash facility, ancillary landscaping and revised screen bunding, workshop building, HGV parking area (Retrospective). No comments.
- **20/1435/TTPO** Tree works, 57 Church Lane. . LAPC objected to the application and requested a site visit. IS and RS asked to meet the Trees Officer on site. **CLERK**
- **20/1397/TTCA** Urgent Tree Works ,The Old House, High Street. LAPC had supported the application and recommended that the trees overhanging the road should be cut back. It was noted that a tree on the verge (not part of the application) looked diseased and needed to be assessed.

7.2 SCDC Planning decisions and amendments. None

7.3 Local Developments

- **Process for reviewing applications to extend building site hours.** It was agreed that neighbours should be consulted. It was not clear if SCDC would contact them; LAPC would do it if necessary. In principle LAPC supported working extended hours as long as the work was quiet. Building noise from Granta Park could also be a nuisance. The time scale of the new arrangements was not clear. The letter implied it was for a year. Conditions for any new planning applications would need to be considered as part of the usual consultation process. **CLERK**
- **Greater Cambridge Local Planning update.** See planning briefing note sent today.
- **Cambridge International School.** The Clerk had contacted the head teacher. The future of the site is not clear. The site includes a Grade 2 Listed Building.

8. Highways and traffic

Local Highways Improvement Scheme.

Fourwentways

- HGV parking at Fourwentways is a long-term problem raised on many occasions over the years. On occasion there have been as many as 25 vehicles parked there. This has got worse following developments in Haverhill. In addition to the hazards, visitors parking near the roundabout leave litter and other waste which is not only unsightly but also a health risk. Pavements and road surfaces are damaged and pavements are frequently blocked by parked vehicles. 150 residents signed a petition asking for improvements.
- The application will be for double yellow lines on the exit to Newmarket Road and on the entrance to the Shell Petrol Station. This is intended to stop dangerous parking obstructing the road and reducing visibility. Parking restrictions to stop parking on the

pavement would also be included. This would improve access for pedestrians and cyclists thus improving safety.

- The proposed Park & Ride site near Babraham is another “driver” for improvement. Pedestrians and cyclists from the Abingtons will need safe access to the new site.
- It was suggested that the pavement parking restrictions should extend to the junction with Bourn Bridge Road. There was some concern that the restrictions would cause HGVs to park further down the road or in the pull-in outside Bourn Bridge Cottages.
- Development of the Comfort Café site might help to tidy things up but that may be some way off. The future of the Cambridge International School site was not clear.
- There was some discussion about the likely success of the bid. The Cambridgeshire Highways Team had suggested double yellow lines at one of the site visits. LAPC felt it was important to offer some solutions to this longstanding problem.
- It was agreed to contact Great Abington Parish Council to seek their support. Local businesses, the Perse school and Granta Park will also be contacted. **IS & VVA**

20 mph speed limit in village centre.

- PB understood GAPC had met with the Highways Team.

9. Village Environment/ community engagement

- **Coronavirus response.** Still receiving multiple communications, some are duplications. NHS Shielded people should be released from lockdown on 1 August. The prescription collection arrangements could be wound down after that date.
- **Love Abington (LA).** PB said there was some concern that they could not supply food parcels even though demand for the local food bank has been limited. Their long term plans are not clear. Next meeting with LA team on 10 July. **SB, IS**

10. Finance and compliance

10.1 Receipts The County Council has been invoiced for the grant for verge cutting.

10.2 Payments

CAPALC has issued a credit note for the CybSafe licence that was not supplied. It was agreed to pay all invoices on the agenda noting the reduction in the CAPALC subscription. A PAYE payment of £220.80 would be required before the next meeting. The Clerk advised the Parish Council about correspondence with EON regarding invoicing for street lighting which is significantly higher than anticipated.

Brookfield contracting - Village Maintenance June (SO)	VAT £85.00	£ 510.00
Mrs G Dalton Clerk salary June (SO)		£ 294.62
(Reduced) CAPALC annual subscription & £50 GDPR Scheme membership		£ 278.29
Zoom annual subscription (<i>paid via Clerk</i>)	VAT £15.94	£ 95.62
Friends of Roman Road and Fleam Dyke Annual subscription		£ 30.00
HMRC PAYE Q1 due July		£ 220.80
TOTAL		£1429.33

10.3 Finance report and balances.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 28,156.33	£ 13,039.57	£ 15,116.76
Balances at close of meeting	£ 26,822.62	£ 11,705.86	£ 15,116.76

Note: Bank statement does not include uncleared transactions

10.4 Internal Audit report. It was agreed that the Compliance Working Group should review the financial regulations ready for the next LAPC meeting. The asset register will be reviewed before the insurance policy is renewed. **CLERK** to request a receipt for the donation to the Bobby Scheme

10.5 Annual Return.

10.5.1 The Annual Governance statement was agreed for the chairman to sign

10.5.2 The Exemption Certificate and the accounting statement were also agreed for signature and publication

10.5.3 Notice of Public Rights for inspection has been advertised. The dates are 15 June to 24 July.

10.6 S106 contribution for retiling. GAPC has confirmed that installing a screen in the Meeting Room in the Abington Institute is included in the schedule for S106 funding although a timescale is not available. There was majority support to contribute the remaining S106 funding (£333) towards the cost of retiling noting that installing screen must be given high priority.

10.7 Abingtons Website.

- Management and editing access arrangements for the website are still not clear. It is important to assess how much traffic there is on the website. **PB**
- It was agreed that the LAPC pages should be edited as the Clerk had proposed, noting the need for comply with the Transparency Code. **CLERK**
- There is a statutory requirement for public bodies' websites to meet accessibility standards before the end of September 2020. NALC has published some guidance. One important factor is a legal obligation to assess the costs of compliance against need and "proportionality". It was agreed to ask if any residents have the expertise and time to help with this work. **SP for newsletter** . **CLERK** to ask about experts and local companies at the next CAPALC catch up

11. Meetings /representation

- **Greater Cambridge Partnership A1307 LLF.** This was a useful session. The announcement of the preferred P&R site near Babraham and the route into Cambridge were the key topics. There are some concerns about the selected route - practicality and impact on environment. Haverhill is expected to double in size with only 600 new jobs planned and there is some anxiety that the existing road network is not adequate for the increase in traffic from Haverhill. VVA and IS had received responses to their questions. Plans for the Hildersham crossroads are not clear.
- **CAPALC drop-in session.** Notes on circulation.
- **GAPC/LAPC Liaison meeting** Notes have been received. Next meeting 29 July. The agenda should be agreed jointly. GAPC's proposal for a joint parish councils meeting is awaited.

Forthcoming meetings

- SCDC - Meet the Planning Team 30 June 6 - **PB,IS**
- SCDC Cabinet Liaison 1 July - **VVA**
- CAPALC 25 June **CLERK.**
- Police & Crime Commissioner 16 July **SP, RA, SB**
- GCP A1307 LLF :
 - 21 July (FWW to Wandlebury) **PB,)**
 - 28 July (Abington to Linton) 6pm **RS, PB**
- 29 July LA/GA Liaison meeting **SB + 2TBC**

12.To receive minutes from committees

12.1 Institute Management Committee. Met on 16 June. A Small Business Grant for financial support during COVID lockdown has been received.

12.2 Recreation Ground Committee. Meeting notes awaited. Next meeting 6 July.

13.To receive Reports from representatives.

13.1 Village maintenance.

- Brookfield to visit later this week. Priorities were discussed.
- Householders need to be reminded to cut back trees and hedges if they are growing over or across pavements and public footpaths.
- **Snicket.** The need to replenish the surface after recent fencing works was discussed. Road planings were a possibility. **CLERK** to follow up

- **Millennium footpath** Replenishing the surface and redoing the footbridge surface need to be considered

13.2. Lights, Roads, and pavements. Several fault reports have been closed although the work has not been done. Several areas need attention.

- Lines at CIS/Bourn Bridge Road junction.
- Potholes and pavement repairs at Fourwentways.
- Road surface Church Lane/High Street junction.
- West Field pavement damage caused by lorries and vans
- Fallen "School" sign on Bourn Bridge Road. **CLERK** to retrieve and let Highways Team know

13.3. Trees. There are three dead trees along the Millennium footpath. **RS to follow up**

13.4 Police. Speedwatch is still suspended. Guidance is awaited.

14. Correspondence. Correspondence has been forwarded by email.

15 Any Other Business/Items for next agenda

- Carry forward: Website, LHI bid, Financial Regulations, Footpaths.
- Items for inclusion in the July edition of village newsletter were discussed.

The meeting closed at 9:39 pm

**Next meeting:
Monday 27 July 2020. Details to be announced
No Meeting in August
Next meeting 28 September (amended to 14 September)**

Signed

Date 27 July 2020



Chairman

Matters arising/meeting action list

June2020

Meeting date/Topic	Action	Responsible	Update/status
July 2018	Road safety junction Bourn Bridge Road/CIS	CCC	Feb 2019 CCC will repaint white lines. Awaited March 2020 Hazards raised with PCSO .LHI bid unsuccessful June 2020 Highways report closed but no progress
Sept 2018			
Fourwentways	Public Participation: Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	VVA/IS	Dec 2018 Site meeting with CCC & SCDC . Jan 2019 Petition. Sept 2019 yellow lines discussed with CCC. Difficult to enforce. Jan2020 Reply to BK planning conditions and failure to enforce March 2020 Burger King planning conditions still undecided. Litter still collecting around site. April 2020 Planning conditions discharged Feb 2020 Contact Shell and Euro Garages HQs March 2020 Dangerous parking raised with PCSO, more complaints from residents. June 2020 Flytipping, abandoned car B.King.Car removed. Litter++ LHI bid agreed
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	ALL	July 2019 some road resurfacing scheduled but not in Little Abington April/May 2020 some potholes repaired Spring 2020 PC village walk round. POSTPONED June 2020- footpath surfaces
May 2019			
Litter	Mapping hot spots and problem areas. SCDC enforcement action	Clerk	Sept 2019 SCDC to enforce litter picking conditions at FourWWays May2020. Fly tipping and litter in Burger King car park June 2020. Car removed but litter problem +++
Street faults	Several street faults still outstanding Speedwatch signs ordered Dec 2017 – still awaited.	CCC/police Clerk	March 2019 SW sign chased. CCC Action awaited Oct 2019 no progress on SW signs FEB 2020. Police chasing up SW signs June 2020 various Highways faults to report
June 2019			
Interactive speed sign	Downloading census data	PB/CLERK	Sept 2019 Agreed monthly download. April 2020 data downloaded – more speeding during lockdown

			May 2020. Police contacted about speeding. Some speed monitoring in areas that may be hazardous to pedestrians June 2020 speed limit village centre -GAPC LHI
July 2019			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	Sept 2019 TWI Works complete. Residents continue to monitor March 2020 Problems continue April 2020 residents contacted new TWI CEO June 2020. Continues. Residents in touch with TWI team
Sept 2019			
Street lighting	SCDC street light bulb upgrade	Clerk	OCT 2019 SCDC lights- survey lights on inventory.
OCTOBER 2019			
Trees	Condition of trees & hedges on Cambridge Rd Alert CCC to fallen tree on Cambridge Rd Ivan Clarks Corner (ICC)	Clerk	1 risk on private property at 27 Cambridge Rd. on risk list Feb2020 tree still dangling precariously but not resting on cable ICC Feb 2020. Trees are growing into cables - UK Power Networks
Website and information governance	Obtain information to clarify security, "ownership" and administration and management procedures Accessibility Standards to be enforced Sept 2020	CLERK PB (traffic) SP(A&H News)	Feb2020 Liaison Group agreed LAPC should lead this work. MARCH 2020 Plan required. To liaise with site designer JUNE2020 Edit LAPC pages, confirm who has editing access, progress compliance with accessibility standards. Assess traffic on website Look for local experts
JANUARY 2020			
SCDC planning decision making	Reply to concerns about changes in protocol on delegated decision making	JB/HB	Feb 2020 SCDC to keep Parish Council informed May 2020 . Review in progress
MARCH 2020			
Archiving	Bind volumes and send minutes to county archive	CLERK	Archiving documents . Binding when lockdown relaxed.
MAY 2020			
S106	Refurbishing Abington Institute- information requested	CLERK	Agreed to contribute S106.
JUNE 2020			
Trees	Dead trees Millennium path	RS	
Internal Audit Report	Update financial regs Review asset register Request Receipt from Bobby Schemes	CLERK	
Coronavirus/Love Abington	Keep LAPC informed of long/medium term plans	SB/IS	