

LITTLE ABINGTON PARISH COUNCIL

Minutes of the meeting of Little Abington Parish Council held by videoconference on Monday 23 November 2020 at 7.15 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. Cllr Henry Batchelor, Cllr John Batchelor. One member of the public attended

1. Apologies for absence. None.

5. Public Participation

Pedestrians on the Protected Roadside Verges in Bourn Bridge Road are causing a significant amount of damage. It is not a Public Right of Way but a wide path has now been formed. There is still some evidence of cycling but not horses. Cutting the hedge back might help. The need to walk on the verge and the risk of injury due to the uneven surface was debated. LAPC supported the principle of protecting the PRV habitat. It was agreed the Naturewatch Group should write an item for the Abingtons & Hildersham News and the Parish Council would cover the cost of notices – wording to be agreed - advising of the PRV status and risk of damage.

The public participant left the meeting at 7:30pm.

2. Minutes of last meetings.

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

The Chairman agreed to change the agenda order to take public participation first.

3. Matters arising.

The action list was reviewed and updated. See appendix:

4. Members' declarations of interests for items on the agenda. IS and PB for planning discussions about Bancroft Farm.

6. Report from Cllrs John and Henry Batchelor

The content of the report was noted.

County council

- **Brexit.** The advice is still to prepare for No-Deal. The local Chamber of Commerce can advise local businesses. <https://www.cambridgeshirechamber.co.uk/brexit/>.
- **Highways.** Our Local Officer has left the team. Contact Henry Batchelor or the Team Manager, Mr Vacher, for the time being.
- **A1307. Hildersham Crossing** Negotiation with land owner continues. A safe crossing place is vital for the success of the Linton Greenway.

District Council

- **Planning:** There have been procedural errors with two planning decisions. This is now subject to judicial review and also internal review in the Planning Team.
- **Local Plan.** The estimate for housing numbers in the next local plan ranges from growth of 40,000 to 62,000. This equates to growth between 4,000 and 10,000 more than is already included in the current Local Plan. There is a view that such a large increase in dwellings is not achievable.
- **Local Plan workshop 1 December.** The meeting will aid the development of priorities and principles for the new Local Plan. **RS** agreed to represent LAPC

Cllrs Batchelor left the meeting at 7:50 pm

7. Highways and traffic

- **Greater Cambridge Partnership (GCP).** GCP's reply following the Zoom meeting in September was noted. They had not provided any information about the assumptions they had used in their modelling. No further action.
- **SE Cambridge Strategy Public Consultation including A11 Travel Hub (Park & Ride) and routes into Cambridge.**
 - Closing date 14 December. This is an important consultation given the potential impact on the area close to Little Abington. It has had some coverage in the Abington & Hildersham News.
 - Great Abington & Little Abington Parish Council Liaison meeting agreed to share key points and to submit their own locally relevant responses. They had not discussed the route for the Linton Greenway. **IS for LAPC**
 - It was agreed that residents should be encouraged to respond. Bullet points and advice on how to reply will be posted on to the village Facebook page and on the Abingtons website. **PB,VVA**
 - **LAPC response.** The key points were discussed at length. **IS draft response**
- **GCP Consultation – City access - Experimental traffic measures.** LAPC did not wish to reply.

8. Planning

8.1 Planning applications.

- **20/04343/HFUL 30A Church Lane.** Front extensions and new brick wall. LAPC objected to the application. Replacing the hedge with a 1.7m high brick wall would be out of keeping with nearby properties. The further loss of garden from the front of the house was regretted.
- **20/04649/HFUL 15 West Field.** Single storey rear extension to replace conservatory. LAPC supported this application
- **S/3921/19/FL Bancroft Farm Church Lane.** Housing and office development. It was noted that this application would be discussed by the SCDC Planning Committee on 13 January 2021. SB would represent LAPC. **SB**

8.2 SCDC Planning decisions and amendments.

- **20/0363/HFUL 9 West Field.** Agreed
- **20/04042/PRI01A 39 West Field.** Agreed
- **20/03409/FUL Granta Park, Portway.** Agreed
- **20/01429/FUL 27 Cambridge Rd.** Agreed

8.3 Local Developments

- Greater Cambs Local Development Plan (LDP) update. See item 6.
- Babraham Neighbourhood Plan. Given its proximity to Babraham. LAPC would like to be involved. **CLERK** to reply
- SCDC Community Facilities Survey - passed on to the Abington Institute.
- Public consultations – Uttlesford Local Plan - Public on-line events and consultation have started. Several themes will be launched over the next few weeks. The consultation period will close in April 2021.

9. Village Environment and Community Engagement

• Coronavirus Response.

- **SCDC grant.** £100 for COVID response has been received. Use to be agreed. Input from Love Abington was required. Christmas items for the Food Bank might be an option but the need has not been defined.
- **Love Abington/Abington Good Neighbours.** Love Abington had been invited to join the meeting. They had not replied. The proposed structure, mission statement and governance arrangements were reviewed. Clarity was required on plans and budgets. There was some confusion about Love Abington's

proposed Mental Health initiative and a request from GAPC at short notice to fund a Wellbeing Group.

- **Buddy Bench.** Agreed to put a sign on the bench on the corner of Church Lane/Church Close after Lockdown depending on tier arrangements. **IS**
- **Protected Road side Verges.** See public participation.

10 Finance and Compliance

10.1 Street lighting contract. EON contacted the Clerk. There were queries about their figures on consumption and information provided to the Parish Council by UK Power Networks. Another invoice has arrived. The Clerk has written a letter to EON ready for the Chairman to sign and forward to the County Council. **SB & Clerk** to review contract documents.

10.2 Finance report and balances. The month 7 report was noted. There were some variances against the budget plan. The Clerk's hours are still significantly higher than planned. The cost of streetlighting needs urgent resolution

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 27,858.61	£ 12,741.85	£ 15,116.76
Balances at close of meeting	£ 26,008.37	£ 10,891.61	£ 15,116.76

Note: Bank statement does not include uncleared transactions

Receipts

VAT refund	£ 547.44
SCDC Grant - Covid response	£ 100.00
Total	£ 647.44

Payments

All payments on the agenda were agreed. There would be one more payment for the A&H News until Biomed Realty pick up the costs in January. Clerk's pay rates have increased and should be backdated to April 2020.

Brookfield contracting Village Maintenance Nov & Dec (SO) VAT £170.00	£1020.00
Mrs G Dalton Clerk salary Nov & Dec (SO)	£ 589.24
HMRC PAYE Q3 (due 5 January 2021)	£ 221.00
Mrs V Silvey -A&H News	£ 120.00
TOTAL	£1950.24

10.3 Draft 2021-22 Budget Plan and precept request. The updated draft was reviewed. There was some concern about the shortfall between predicted income and expenditure and its impact on reserves.

The Recreation Ground Committee budget was discussed. It is mainly for running costs and risk management. Grants are often available for new equipment and projects They had not asked for an increase in their grant from the Parish Councils.

A 5% increase in precept on Band D properties was agreed including £500 to reserves committed in GAPC's LHI application to the County Council. **CLERK**

10.4 Parish Council website. The Liaison Group recommended there should be one website for both Parish Councils. The Abingtons website for clubs and societies would be managed by the Abington Institute Management Committee. GAPC has nominated a representative who would work with LAPC's representative. Time scales were not discussed.

It was agreed that there could be some benefit in working together. Arrangements for cost sharing, project management, specification to meet statutory requirements including the Transparency Code, GDPR and accessibility standards, design, content, website management standards and day to day management arrangements were required. **IS**

11. Meetings/Representation

SCDC COVID-19 update - Notes from the session on 4 Nov were circulated. SCDC had followed up with good practice examples, a request for examples of Christmas initiatives and a proposal for a Christmas meal service for isolated residents.

12. To receive minutes from Committees

12.1 Institute Management Committee. Minutes received.

12.2 Abington Recreation Ground Committee. There is a backlog of minutes. An application for a grant for the Pump Track has been sent to British Cycling. The draft budget plan would be circulated to LAPC. **PB**

12.3 GAPC/LAPC Liaison Meeting. Notes had been circulated

13. Reports from representatives

13.1 Village maintenance. Lockdown 2 has prevented a 6-month review meeting. The most recent visit was on 6 November. Leaves are building up. Good feedback from Naturewatch was welcome

13.2 Lights, roads & pavements. Several faults and some fly tipping reported. Residents can report this - see information on the Abingtons website

13.3 Trees. Review old records found as a result of file review. **RS**

13.4 Police/Speedwatch. No recent Speedwatch sessions due to lockdown. Mr Keane from Great Abington will take over as Speedwatch Co-ordinator in January/February.

14. Correspondence. Items for information/action to be circulated.

15. Any other business/Items for next agenda

- **Action list /carry forward.** Clerks pay.
- **Items for Newsletter.** Summary of old minutes dating back to 1894 available on Abingtons website. Naturewatch -item about PRV , Buddy Bench and a picture, Brexit information. Local Development Plan: potential scale of development, 4 possible sites for housing development in Little Abington.

The meeting closed at 21:59

Next scheduled meetings:

Monday 25 January 2021

Monday 22 February 2021

Signed



Chairman

Date

25 January 2021

Matters arising/meeting action list

November 2020

Meeting date/Topic	Action	By	Update/status
Sept 2018			
Fourwentways	Public Participation: Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	VVA/ IS SB	Issues: See previous minutes Lorry Parking, Litter LHI bid Ongoing : MP visit follow up
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	ALL CL'K	Issue see previous notes June 2020- footpath surfaces JULY 2020 CCC contacted re road planings-Snicket. ask ROW Officer to advise re Millennium path OCT CLERK contact Team Manager
May 2019			
Litter	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC JB/HB	Sept 2020 ongoing issue at FWWays. Oct. FFWays no improvements +resident reported a rat Litter picking kits available via Clerk-
Street faults	Several street faults still outstanding	CCC/	NOV List of faults reported. Links included in A&H News and website for residents to use.
June 2019			
Interactive speed sign/Speeding	Downloading census data	 PB/IS/ VVA	Sept 2019 Agreed monthly download. April 2020 data downloaded – more speeding during lockdown June 2020 speed limit village centre - GAPC LHI July 2020 Speedwatch recommenced. Sept SWARCO contacted about clock in Interactive sign OCT Monitoring noted in Church Lane NOV download c/f
July 2019			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	March 2020 Problems continue. April 2020 residents contacted new TWI CEO June 2020. Residents in touch with TWI team. Sept2020 Recent mods not successful. OCT 2020 TWI working with residents
Sept 2019			
Street lighting	SCDC street light bulb upgrade	Clerk	Replacements scheduled Nov/Dec
OCTOBER 2019			
Trees	Condition of trees & hedges on Cambridge Rd Alert CCC to fallen tree on Cambridge Rd Ivan Clarks Corner (ICC)	Clerk UKPN	1 on risk list- 27 Cambridge Rd. Feb2020 tree still dangling precariously but not 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	SB CL'K IS	Feb2020 Liaison Group agreed LAPC should lead this work. JUNE2020 Edit LAPC pages, confirm who has editing access, progress compliance with accessibility standards. Assess traffic on website. Look for local experts SEPT 2020 actions agreed. Published OCT 2020-LAPC to set up a Website NOV agenda. Specification and agreement of project management arrangements required
MARCH 2020			

Archiving .Document management	Identify storage space		Agreed use Abington Institute loft space OCT WIP to rationalise storage. Cataloguing required.
MAY 2020			
S106	Refurbishing Abington Institute- information requested		c/f Await update on installation of screen in meeting room
JUNE 2020			
Trees	Dead trees Millennium path	RS /CL'K	July 2020 Identify landowner(s), seek CCC advice Sept 2020. Landowners contacted. OCT some trees felled. No reply from CCC. NOV c/f
Coronavirus response/community support /Love Abington	Love Ab to inform LAPC of long/medium term plans Information/guidance on COVID-19	SB/IS LAPC	Regular agenda item NOV No Progress. Love Abington did not attend meeting
JULY 2020			
GCP/A1307 LLF	Contact Babraham, Shelford and Stapleford PCs Consider potential for community action Traffic modelling data and meeting with GCP	IS/PB IS/PB/ VVA	SEPT Agenda See minutes and actions Meeting with GCP 22 September. Nov Response noted NOV actions agreed see minutes
A&H News	LAPC to remain engaged in decision making	SB	SB on working group Sept 2020 suggested Readers survey, Sponsorship and advertising income OCT Biomed Realty to fund in 2021.
SEPTEMBER 2020			
Maintenance contract	Six-month review meeting	RA/ CL'K	No progress-COVID-19 Nov c/f
Street lighting contract	To review	CL'K	EON data disputed . UKPN contacted Nov agenda. Awaiting EON re-invoicing
Assets	Fence at Ford. Repainting /renovating	CL'K	Maintenance. Defer until Spring 2021
OCtober 2020			
Cambridge Great Park	Letter in support	C'RK	Drafted. Sent 30 Nov 2020
Planning training	Notes/training materials	SP	Circulated 30/11/2020
November 2020			
PRVs	Concerns about damage caused by pedestrians	N'wch LAPC	Notices and item in A&H News
Greater Cambridge Partnership	CSET consultation response	Is/PB/ VAA	Information for residents , agree and send LAPC's response.
Buddy Bench	Install notice and photo for A&H news	IS	
SCDC Planning Committee	Representation on 13 January	SB	
ARGC	Share minutes and budget plan	PB	
Speedwatch	Hand over to new coordinator	SP	