

# LITTLE ABINGTON PARISH COUNCIL

## Minutes of the meeting of Little Abington Parish Council held by videoconference on Monday 22 February 2021 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.** Cllrs Henry Batchelor (HB) and John Batchelor (JB). One member of the public

### 1. Apologies for absence. None.

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

### 5. Public Participation.

**Abington Woods.** There was strong support for the work and activities that take place on Abington Woods however there was some concern about the arrival of building and other materials and several storage containers over the last few weeks. The increasing unkempt appearance of the site, which is a Local Green Space, was a concern. The member of the public suggested a site visit. The school is planning a Health & Safety visit. The Chairman agreed to follow this up. **SB**

The member of the public left the meeting at 7:30pm

### 2. Minutes of last meeting.

The minutes of the Parish Council meeting held on 25 January 2021 were agreed with the following changes:

- Item 8: add "*use of Speedwatch equipment*".
- Item 9 The proposed Bourn Bridge Road cycleway route is on the road not the fields.
- Item 11 Typographical error A1307

### 3. Matters arising.

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

- PRVs on Bourn Bridge Rd - site visit follow up. Temporary signs have been erected, pedestrian traffic has reduced. The verge is starting to recover. The Clerk asked the County Council for more PRV marker discs. RS proposed that the Parish Council should consider permanent signage. The quote was £55.00 per sign. (c/f). **CLERK** to ask Highways about erecting "*Pedestrians in road*" signs.

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

### 6. Report from Cllrs John and Henry Batchelor

The content of the report was noted.

#### Cambridgeshire County Council

- **COVID-19 Vaccinations.** Excellent progress is being made locally . Anyone aged over 70 who has not been contacted should get in touch with the local centre.
- **Elections.** Elections for the County Council, Cambridgeshire & Peterborough Combined Authority and the Police & Crime Commissioner will go ahead in May. Postal voting is an option.
- **Greater Cambridge Partnership- A1307.** Installation of average speed cameras between Haverhill and Linton has been delayed until April.
- **2021-22 Budget .** A 3.99% increase has been agreed.
- **Cambridgeshire Local.** This initiative aims to build community cohesion and partnership working with the County Council.

#### South Cambs District Council

- **Budget.** SCDC to vote on an increase of £5:00 per annum for a band D property.

- **COVID.** Incidence in South Cambs has reduced to 77/100,000. Hospital admissions for COVID are falling but bed capacity is very stretched and the ICU is still full.
- **Local Plan.** There are many more sites in the mix than required to fulfil housing targets. There have already been several developments nearby JB recommended replying to the local survey. "Landscape intrusion" might be a consideration in rural areas. New transport corridors are likely candidates for development.

Cllrs Batchelor left the meeting at 20.05 pm.

## 7. Planning

### 7.1 Planning applications. Nil

### 7.2 Planning decisions

- **S/3921/19/FL. Bancroft Farm, Church Lane.** Erection of 6 dwellings, change of use & conversion of 2 agricultural barns to office space. Refused by SCDC Planning Committee. Appeal is possible. LAPC can register to participate. There was some concern about spreading "dereliction" on the site.
- **20/04982/HFUL. 15 Bourn Bridge Rd.** First floor rear extension & single storey side extension with internal alterations. Agreed by SCDC.
- **20/04343/HFUL. 30A Church Lane.** Single storey front extension. SCDC Agreed.

### 7.2 Local developments & consultations

- **Greater Cambridge Local Plan - Survey on sites:** Closing date 1 March.
  - Each parish councillor to draft a response for one of the sites in the locality. **ALL**
  - **SB** to liaise with GAPC about sites in their area. **SB**
  - Anthony Browne MP is seeking views on the proposed level of housing development in S Cambs **SB**
- **Greater Cambridge Housing Strategy Consultation:** No response required
- **County Council Consultation:** Local validation checklists. No response required.
- **Uttlesford Local Plan.** Consultation on Chapter 6 on Biodiversity has been launched. There are 9 themes. Some would not have any impact on the Abingtons. **CLERK** to send the list. Consultation for all themes closes on 21 April. (c/f)
- **SCDC Planning Training.** RA & SB attended. It was a useful session. SCDC was clearly endeavouring to improve engagement with parish councils. Quarterly sessions are planned. Presentation slides awaited.

## 8. Highways and traffic

- **Local Highways Improvement application.** VVA presented at the panel on behalf of LAPC. Cllr Henry Batchelor spoke in support. A decision is expected in June.
- **Haverhill to Cambridge Rail Link.** There were several advantages but it would be difficult to complete and maybe not cost effective. LAPC did not wish to reply.

## 9. Village Environment/Community Engagement

- **Improving Broadband - Gigabit Voucher Scheme.** There have been 25 replies to date. RS has registered interest on behalf of both parish councils. It is not clear what level of support is required to make a scheme viable. Options for more publicity: Love Abington to their e-mail list, flyers in A&H News or newspapers.
- **Abington Directory.** Almost ready for printing. Better Broadband flyers could be included depending on publication date.
- **Coronavirus.** It was agreed to publish the South Cambs data dashboard on the Parish Council noticeboard every week. **SP.** Link on the Abington website **PB.**
- **Love Abington.** The Clerk is in regular contact. She also sends updates on grants. They have taken up the offer of a place on the MIND Mental Health training. Progress on establishing governance arrangements is not known. They have an open invitation to attend LAPC meetings.
- **Litter.** A Springtime Litter Pick will not be possible. Some residents pick up litter regularly Equipment including black bags is available on loan from the Clerk. Litter

accumulates around Fourwentways. Although litter picking is a planning condition SCDC Enforcement pay little attention. **SP** offered to tidy up the area under the underpass on the A505 in Pampisford.

- **Abington Woods** – Discussed under public participation. It was agreed another visit would be helpful. An invitation might be required. **SB**
- **Rural Community Energy Fund.** Solar powered lights at bus stops. **CLERK**

## 10. Finance and Compliance

### 10.1 Finance report and balances

- The M10 report and summary was noted. There were some variances against the budget plan. The Clerk's hours are higher than planned.
- The projected year end position was presented. Income and expenditure would both be less than £25,000 so LAPC could be exempt from external audit. It must comply with the Transparency Code for Smaller Authorities. **CLERK/SB**

#### Balances

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 24,785.23	£ 9,647.22	£ 15,138.01
Balances at close of meeting	£ 22,486.77	£ 7,348.76	£ 15,138.01

Note: Bank statement does not include uncleared transactions

### 10.2 Receipts

SCDC has not paid the invoice for grass cutting in Church Close and Church Lane.

Cambridge Building Society Interest Jan-Dec 2020	£ 21.25
GAPC ford maintenance	£ .. 45.00
<b>TOTAL</b>	<b>£ 61.25</b>

### 10.3 Payments

- **Donations:** It was agreed to donate £833 to the Parish Nurse Programme. (10/12 of budget allowing for a 2 month gap in the service). A donation to Love Abington would be preferred over a donation to the Bobby Scheme.
- **Street lighting:** EON clarified the reason for the disputed amount. Climate Change Levy has been rebated because LAPC is a low user. The Clerk felt the account was now correct. On that basis LAPC agreed to pay the disputed amount of £ 591.12.

Brookfield Contracting Village Maintenance February 2021(SO) VAT £85.00	£ 510.00
Mrs G Dalton Clerk salary February 2021 (SO)	£ 301.78
EON Streetlighting February 2021 + disputed amount £591.12 VAT £6.26	£ 722.59
CPRE annual subscription	£ 36.00
Parish Nurse donation - Hildersham PCC	£ 833.00
<b>TOTAL</b>	<b>£2403.37</b>

### 10.4 Parish councils' website update

LAPC and GAPC will have separate websites with some features in common. IS will lead on behalf of LAPC working with others. VVA and RS offered to assist. The LAPC site will need to comply with the Transparency code for Smaller Authorities. Decisions on responsibility for maintaining and updating content will be required and included in the clerk's job description if necessary. **IS**

## 11. Meetings /representation

- **Liaison meeting.** There was some discussion about the accuracy and tone of the meeting notes. LAPC's 2021-22 budget was agreed in November.
- **Greater Cambridge Partnership A1307.** 20 & 26 January. Notes and slides are available. See GCP website. **PB** to send link. **PB**
- **Haverhill Forum** – A1307 meeting with Mayor James Palmer. LAPC was not represented.

- **CAPALC** Cllrs and Clerks Drop-in Session. The Clerk sent her notes including insurance points.

**Upcoming meetings**

- **Cambridgeshire Local** 3 March. **CLERK** to represent LAPC. Invite Love Abington.

**12. To receive minutes from committees**

**12.1 Institute Management Committee.** Nothing to report. The Institute is being used 3 afternoons a week for prescription collections.

**12.2 Recreation Ground Committee meetings.** Met in February. Notes awaited. Pump Track: a grant application has been submitted.

**13. To receive reports from representatives.**

**13.1 Village maintenance.** No contact since December. There was some discussion about trees on the verge in Cambridge Road.

**13.2. Lights, roads and pavements**

- Road surfaces are deteriorating. The street name sign for Church Lane has still not been repaired.
- Pavement conditions – to include in next village walk round.

**13.3. Trees.** **CLERK** to contact PROW Officer about a dead tree on the path to the millennium bridge.

**13.4 Police/Speedwatch.** Nil

**13.5 Health & Well Being.** A new Parish Nurse has been appointed. Starting in March.

**14. Correspondence.** Items for information and action have been circulated.

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

- Carry Forward. PRV signage, "Pedestrians in Road". Uttlesford Local Plan.
- Items for village newsletter. Thanks for observing the PRV conditions. Litter picking thanks and equipment loan arrangements.

The meeting closed at 21:50

**Next scheduled meetings:**

**Monday 22 March 2021**

**Monday 26 April 2021 Annual Parish Meeting. To be confirmed**

**Signed**



Chairman

**Date**

22 March 2021

## Matters arising/meeting action list

February 2021

Meeting date/Topic	Action	By	Update/status
<b>Sept 2018</b>			
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 <b>Feb</b> LHI bid Decision awaited Ongoing : MP visit follow up
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	<b>ALL</b> <b>CL'K</b>	JULY 2020 CCC contacted re road planings-Snicket. ask ROW Officer to advise re Millennium path. <b>C/F Spring</b>
<b>May 2019</b>			
Litter	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC	Litter ongoing issue at FWWays. Litter picking kits available via Clerk-
Street faults	Several street faults still outstanding	CCC	<b>Ongoing.</b>
<b>June 2019</b>			
Interactive speed sign/Speeding	Downloading census data	PB SP	<ul style="list-style-type: none"> <li>April 2020 data downloaded – more speeding during lockdown</li> <li>June 2020 speed limit village centre -GAPC LHI</li> <li><b>DOWNLOAD c/f Spring</b></li> <li>Speed in BBRd during Lockdown. Contact resident &amp; Police rep</li> </ul>
<b>July 2019</b>			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	OCT 2020 TWI working with residents Jan 2021 Residents updated LAPC on progress
<b>Sept 2019</b>			
Street lighting	SCDC street light bulb upgrade	Clerk	Replacements scheduled Nov/Dec <b>FEB Complete. CLOSE</b>
<b>OCTOBER 2019</b>			
Trees	Condition of trees & hedges on Cambridge Rd Ivan Clarks Corner (ICC)	Clerk UKPN	1 on risk list- 27 Cambridge Rd. ICC Feb 2020. Trees are growing into cables - UK Power Networks
<b>MARCH 2020</b>			
Archiving .Document management	Identify storage space		Agreed use Abington Institute loft space Cataloguing required. Wip rationalising
<b>MAY 2020</b>			
S106	Refurbishing Abington Institute- information requested		c/f Await update on installation of screen in meeting room
<b>JUNE 2020</b>			
Trees	Dead trees Millennium path	RS RS/RA	July 2020 Identify landowner(s), seek CCC advice Sept 2020. Landowners contacted. OCT some trees felled. CCC No reply. FEB Meet PROW Officer
Coronavirus response/community support /Love Abington	Love Ab: long/medium term plans Information/guidance on COVID-19	SB	Ongoing
<b>JULY 2020</b>			
GCP/A1307 LLF	Contact Babraham, Shelford & Stapleford PCs Ongoing	PB	No further contact from Babraham/other PCs <b>FEB Ongoing LINK to GCP web site</b>
A&H News	LAPC to remain engaged in decision making	SB	Jan 2021 Liaison Group to consider long term arrangements c/f June
<b>SEPTEMBER 2020</b>			
Maintenance contract	Six-month review meeting	RA/ CL'K	No issues <b>meeting c/f April</b>
Street lighting contract	To review	CL'K	EON data disputed, UKPN contacted.

			Jan Credit note rec'd. Invoicing correct. Disputed balance & CCL status to be confirmed. <b>FEB. Resolved CLOSE</b>
Assets	Fence at Ford. Repainting /renovating	CL'K	Maintenance. Defer until <b>Spring 2021</b>
<b>November 2020</b>			
PRVs	Concerns about damage caused by pedestrians. Road safety	LAPC CL'K	Notices and item in A&H News. Site meeting 28 Jan. <b>FEB</b> Make permanent?: Pedestrians in Rd signs
Buddy Bench	Install notice and photo for A&H news	IS	Removed for time being
Speedwatch	Hand over to new coordinator	SP	No activity during lockdown
<b>JANUARY 2021</b>			
Connecting Cambridgeshire	Gigabyte voucher Scheme	RS	Joint working with GAPC.
Website/ information governance	Set up LAPC website	IS	wip
Standing Orders	Note change to model document	Clerk	c/f May 2021
<b>FEBRUARY 2021</b>			
Local Plan SHLAA	Survey sites in or near Little Abington Liaise with GAPC	<b>ALL</b> <b>SB</b>	ALL to contribute to response
Abington Woods	Visit, invitation. Follow up	<b>SB/RS</b>	
S Cambs Coronavirus dashboard	Weekly updates	<b>SP/PB</b>	
Rural Energy Fund	Lighting for bus stops	<b>CLRK</b>	