

## LITTLE ABINGTON PARISH COUNCIL

### Minutes of the meeting of Little Abington Parish Council held by videoconference on Monday 26 April 2021 at 7.00 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.** Two members of the public joined during the meeting.

#### 1. Apologies for absence. None.

#### 2. Minutes of last meeting.

The minutes of the Parish Council meeting held on 22 March 2021 were agreed.

#### 3. Matters arising.

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

- Speedwatch. Mr Keane has taken over as local coordinator.
- Street signs were replaced and a new telegraph pole was erected in the High Street.
- Three logs have been placed on the river bank and the area has been mowed.

#### 4. Public Participation. (Two members of the public joined the meeting at 7:10pm)

The applicants for the planning application of Ley Rectory Farm attended to provide some background information and address any queries.

#### 6. Planning

##### 6.1. Planning applications

- **21/00962/FUL 1 Ley Rectory Farm Barns, Hildersham Road.** Conversion of existing residential storage barn to 1 bedroom dwelling. There was some discussion about natural lighting and emergency exits. It was understood there were some neighbour objections. The Parish Council supported the application noting it was intended to provide accommodation to enable an elderly relative to live closer to the family.
- **21/0519/TTCA Tree Works in conservation area. 33 Church Lane.** Fell 1 tree and reduce another. The Parish Council supported the application with a request that the felled tree should be replaced with suitable mature tree in another location on the site.

##### 6.2 Planning decisions. Nil

##### 6.3. Local developments & consultations

- Bancroft Farm. An informal meeting to discuss an updated proposal was held with Cheffins on 21 April. The Parish Council sent Cheffins some feedback. A planning application is expected at the end of May.
- Green Spaces. The Parish Council agreed to apply to designate Sluice Wood as an Asset of Community Value. **CLERK.** Communication with Perse School. **SB**
- Uttlesford Local Plan – LAPC's response was submitted on time .

#### 7. Highways and traffic

**Cycleways.** SB met a representative from the Greater Cambridge Partnership (GCP) to highlight concerns about routeing a cycleway through Little Abington. A meeting with GCP and GAPC and LAPC chairs and vice chairs will be arranged. **SB**

#### 8. Finance and Compliance

**8.1 Draft Annual Accounts.** The draft accounts were accepted. They are subject to audit.

**8.2 Annual Governance Return.** It was agreed that, subject to internal audit, LAPC would apply for exemption from external audit on the grounds that income and expenditure were both less than £25,000. Sign off on 28 June for submission before 30 June. Public inspection would run from Monday 28 June until Monday 9 August.

##### 8.3 Receipts.

Recent receipts were noted. A VAT refund application for £616.17 has been submitted.

SCDC Annual Precept Part 1 April - September 2021	£ 9465.00
SCDC Grass cutting Grant 2020-21	£ 250.00
<b>TOTAL</b>	<b>£ 9715.00</b>

**8.4 Payments**

All payments were agreed.

HMRC PAYE Q4 Agreed March 2021	£ 244.20
GAPC contribution to Abingtons Directory Agreed March 2021	£ 169.20
Brookfield Contracting Village Maintenance April 2021(SO) VAT £85.00	£ 510.00
Mrs G Dalton Clerk salary April 2021 (SO)	£ 301.78
EON Streetlighting March 2021 VAT £6.26	£ 131.47
Friends of the Roman Road and Fleam Dyke Annual Subscription	£ 30.00
<b>TOTAL</b>	<b>£ 1386.65</b>

**8.5 Parish council website.** Work is underway.

The members of the public left the meeting at 7:35pm

**9. Meetings /representation****9.1 Meetings held/attended.** None**9.2 Upcoming meetings.**

- Parish Council meeting arrangements after 7 May 2021. The emergency legislation has not been extended therefore, unless pending legal action is successful, the next LAPC meeting will be held in person in public. The Clerk had booked the main hall of the Abington Institute for all LAPC meetings up to the end of the year. Guidance on managing meetings was expected. **CLERK**
- SCDC Patch Planning meeting 24 May 4:30 pm. The agenda is awaited. **SP**
- Greater Cambridge Partnership - see agenda item 7. **SB**

**10. Urgent updates from representatives**

- Village maintenance** - RA and Clerk to arrange a meeting with Brookfield.
- Speedwatch** - The police have confirmed monitoring can recommence on 1 May. A rota has been agreed.
- Trees.** Concerns about a tree at 29 Cambridge Road . **CLERK** to send a note

**11. Correspondence.**

Items have been forwarded to the Parish Council.

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

- Action list/ Carry forward items. Audit return 28 June
- Items for village newsletter (SP)

The meeting closed at 7:59pm

**Next scheduled meetings: Information to be published on the Abingtons website and the Parish Council noticeboard**

- Monday 24 May 2021 (Annual Meeting of the Parish Council)**
- Monday 28 June 2021**

Signed



Chairman

Date

24 May 2021

**APPENDIX**  
**Matters arising/meeting action list**
**April 2021**

Meeting date/Topic	Action	By	Update/status
<b>Sept 2018</b>			
Fourwentways	Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	IS SB	Issues: Lorry Parking, Litter. MP visit follow up-No Progress. CLOSE?
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	<b>ALL CL'K</b>	ask ROW Officer to advise re Millennium footpath if other changes do not proceed. <b>C/F Spring 2021</b>
<b>May 2019</b>			
Litter	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC	Litter -ongoing issue at FWWays. March 2021 resident complaint to EH Litter picking kits available via Clerk
Street faults	Several street faults still outstanding	CCC	March 2021 Street signs. Replaced Telegraph pole High Street. Replaced . <b>CLOSE</b>
<b>June 2019</b>			
Interactive speed sign/Speeding	Downloading census data	PB	Download <b>c/f Spring 2021</b>
<b>July 2019</b>			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	APRIL 2021 Communication between TWI & residents continues
<b>MARCH 2020</b>			
Archiving .Document management	Identify storage space		Agreed use Abington Institute loft space Rationalise documents for storage Cataloguing required
<b>MAY 2020</b>			
S106	Refurbishing Abington Institute- information requested		c/f installation of screen in meeting room
<b>JUNE 2020</b>			
Trees	Condition of trees & hedges on Cambridge Rd Ivan Clarks Corner (ICC) Dead trees Millennium path	RS/IS	<ul style="list-style-type: none"> <li>• 27 Cambridge Rd. noted</li> <li>• April 2021 29 Cambridge Rd</li> <li>• Sept 2020 Trees on Millennium path. Landowners contacted.- some trees felled.</li> <li>• APRIL 2021 CCC advised footpath not high risk: Added to risk register</li> <li>• ICC Feb 2020. Trees are growing into cables - UK Power Networks notified</li> </ul>
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	<b>SB</b>	<ul style="list-style-type: none"> <li>• No further contact from Babraham/other PCs</li> </ul>
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. Meet in May
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. APRIL CCC acknowledged request for PRV signs. Chase up "Pedestrians in Road" and Quiet Lanes
Buddy Bench	Install notice and photo for A&H news	IS	Removed for time being
<b>JANUARY 2021</b>			
Connecting Cambridgeshire	Gigabyte voucher Scheme	RS	Joint working with GAPC. 90+ replies. GAPC liaising with Open Reach
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>			
Coronavirus dashboard	Weekly updates	<b>SP/PB</b>	
Rural Energy Fund	Lighting for bus stops	<b>CLRK</b>	March- Details for grant application. No reply
<b>March 2021</b>			
QUIET LANES	CCC view?	<b>HB</b>	
Reinstating Face to Face Meetings	Contact MP	<b>CLRK</b>	Meetings to recommence May2021. Guidance awaited
Cycling on footpaths	Signage	<b>RS/PB</b>	
Year end	Audit, CWG, Assets & risks	<b>CLRK</b>	Wip. Sign off 28 June
<b>April 2021</b>			
Sluice Wood	Submit ACV application Perse School reply	<b>CLK</b> <b>SB</b>	
GCP cycleway	GA/LAPC Meeting with GCP	<b>SB</b>	
Annual report	Finalise & publish	<b>SBP</b>	APM AGENDA .