

# LITTLE ABINGTON PARISH COUNCIL

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19 May 2021

## To members of the Council:

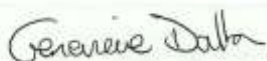
You are hereby summoned to attend the Annual Meeting of Little Abington Parish Council in the Abington Institute, High Street, Great Abington **on Monday 24 May 2019 at 7:15pm** for the purpose of transacting the following business.

### PUBLIC PARTICIPATION.

Members of the public and press are able to attend in person to address the Council in public participation time. **However given the ongoing public health restrictions there is an option to join remotely by Zoom** . Please contact the Clerk for more information.

All attendees will be required to abide by the law including wearing a face mask inside the building.

This agenda and associated meeting papers can be found on the Abingtons web site <http://www.theabingtons.org.uk/parish-councils/little-abington-parish-council/meeting-may-2021/>



Genevieve Dalton  
Clerk

## AGENDA

1. **Election of Chairman**
2. **Parish Council membership**
  - Chairman Acceptance of Office
  - Updates to Register of Interests
3. **Apologies for absence.**
4. **To sign and approve minutes of Parish Council meeting held on 26 April 2021 (att)**
5. **Matters arising not on the agenda (Action list att)**  
For information only
6. **Members' declaration of interests for items on the agenda**
7. **Public participation**
8. **Report from local councillors Cllr John Batchelor, Cllr Henry Batchelor .**
  - South Cambridgeshire District Council
  - Cambridgeshire County Council

## DECISIONS and CURRENT ISSUES

9. **Planning <https://www.scambs.gov.uk/content/search-planning-application>**
  - 9.1 Planning applications: (SP)
    - **21/01751/FUL**. 44 High Street Little Abington.  
Change of use from Class E (Office space) to Class C3 (Residential use), minor alterations and changes to internal layout.  
<https://applications.greatercambridgeplanning.org/online-applications/PLAN/21/01751/FUL>

## 9.2 Planning decisions, updates and amendments (for information):

- 27 West Field, Little Abington. SCDC approved.

9.3 Local developments/ planning issues. *Updates if any***10. Finance and Compliance (Clerk)**

## 10.1 Receipts

|                                    |          |
|------------------------------------|----------|
| VAT refund October 2020-March 2021 | £ 616.17 |
|------------------------------------|----------|

## 10.2 Payments

To agree the following payments

|  |                  |
|--|------------------|
| Mrs G Dalton Clerk (SO) May                                | £ 301.78         |
| Brookfield contracting - maintenance May (SO) VAT £85.00   | £ 510.00         |
| CALAPC annual membership +GDPR Scheme                      | £ 316.76         |
| Abington Recreation Ground Committee - 50% of annual grant | £ 1378.00        |
| EON Streetlighting VAT £6.06                               | £ 127.23         |
| <b>Total</b>   | <b>£ 2633.77</b> |

## 10.3 Payment Decisions

- Payments to EON for street lighting. To agree to continue monthly payment via BACS or set up a direct debit.
- Renewal of Zoom subscription (expires 11 June). Is renewal required? Annual subscription £83.93 +VAT. Monthly £11.99 +VAT. 40 mins free

10.4 Finance Report: balances (*Att*)

## 10.5 Recommendations from Compliance Working Group

## 10.6 Use of General Power of Competence

## 10.7 Website update

**11 Highways and traffic/ Village Environment/ community engagement**

- 20 mph speed limit : 20's Plenty for Cambridgeshire (att) (PB)

**12 Election of Vice Chairman****13 Parish Council Committees/working groups, terms of reference and membership**

- Planning Committee (*ToR att*)
- Compliance Working Group (3 reps + Clerk) (*ToR att*)
- Abington Recreation Ground Committee (3 reps (*2019 ToR att*))

**14 Non Parish Council committees - terms of reference, LAPC representation**

- Institute Management Committee (1) - RS
- A1307 Local Liaison Forum (2) - Ad hoc
- A1307 Parishes Forum (Chair/vice chair)

**15 Councillors' responsibilities**

- Village Maintenance
- Trees
- Lights, roads, pavements, paths
- Police
- Public engagement: Web site/communication
- Health & wellbeing

**16 Review of policies- (Clerk)**

Advice /recommendations the Compliance Working Group

- Updated Standing Orders.
- Financial Regulations decision on the threshold for quotations
- Risk management policy

Other policies

- Complaints
- Media
- Public Engagement
- Allowances. Currently 20p per mile for driving outside LAPC boundary or reimburse fares

- 17 **Risk Management: (Clerk)**
- Review of assets – asset register (*att*).
  - Risk Register April 2021 feedback from Compliance Working Group
  - Insurance -market testing arrangements
- 18 **Meetings /representation**
- Feedback from meetings attended by LAPC reps not elsewhere on agenda:
    - SCDC Covid update 13 May. Notes and video link circulated
    - SCDC Patch Planning 24 May ?
    - GAPC/LAPC Liaison meeting. Cancelled?
  - LAPC representation at forthcoming meetings
    - A1307 LLF 26 & 27 May 6pm PB (26) , RS (27), SB (27)
    - SCDC Parish/Cabinet Liaison Meeting, Wednesday, 2nd June,6pm (SB/RS)
  - 2019-20 LAPC meeting schedule (*att*) Decision on September meeting date and location

**FOR INFORMATION**

- 19 **To receive reports from committees**
- 19.1 Institute Management Committee (RS)
- 19.2 Recreation Ground Committee (PB)
- 20 **To receive reports from representatives**
- 20.1 Village maintenance (RA)
- 20.2. Lights, roads and pavements
- 20.3. Trees (IS/RS)
- 20.4 Police (SP)
- 21 **Correspondence**
- For information only
- 22 **Any Other Business/Items for next agenda**
- Carry Forward – Audit sign off
  - Items for village newsletter

**Next meetings:**

**Monday 28 June 2021 at 7:15pm**

**Monday 26 July 2021 at 7:15pm**

**Abington Institute, High Street, Great Abington**