

LITTLE ABINGTON PARISH COUNCIL

Minutes of the Meeting of Little Abington Parish Council held in the Abington Institute, Great Abington on Monday 13 September 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. Cllr Henry Batchelor. There were no members of the public present.

1. **Apologies for absence.** Cllr John Batchelor.
2. **Minutes of Parish Council meeting held on 26 July 2021 and the Planning Committee meeting held on 3 August 2021.** The minutes were agreed and signed.
3. **Matters arising not on the agenda.**

The action list was reviewed and updated. See appendix.

 - Quiet Lanes. The County Council has deferred discussion until November. **HB** to advise. (c/f November)
 - PB advised that he planned to resign from the Parish Council in April 2022 ahead of the elections in May 2022.
4. **Members' declaration of interests for items on the agenda.** Planning. SCDC had contacted the Clerk's household about the planning application on Granta Park.
5. **Public participation.** None.
6. **Report from local councillors - Cllr John Batchelor, Cllr Henry Batchelor**

The contents of the written report were noted.

Additional points

 - Local Plan - Call for sites. Housing development will focus on new towns and settlements with a few small development sites in larger villages. The area around Fourwentways has been identified as a development site for employment.
 - Civil Parking Enforcement. Funding arrangements were discussed.
 - Parish Councillors confirmed they would attend a meeting with the Mayor of the Cambridgeshire & Peterborough Combined Authority if it could be arranged.
 - Proposals for the A1307 Park & Ride/Transport Hub will go out to public consultation in due course.
 - The draft Uttlesford Development Plan includes expansion of the Great Chesterford Science Park

Discussion

 - LAPC had not been consulted on proposals for an R&D building on Granta Park . LAPC should be included on all planning applications for the site. There were several concerns about this development and its impact on Little Abington. In this case residents at Bourne Bridge Cottages should have been included. **HB** agreed to raise this with the planning team.
7. **Planning**
 - 7.1 **Planning applications.**
 - **21/03908/S73. 43 Church Lane, Little Abington. Variation of condition 2 (Occupation) of planning permission SC/52/126:**

Conditions dating back to the 1950's identify this as an agricultural site. LAPC had no objections to removing this outdated constraint.

HB left the meeting at 8:00 pm

- **21/03822/FUL. Site 1, Granta Park. R&D building with car park, landscaping & infrastructure .**

LAPC recommended refusal on the following grounds.

- Local authority failure to consult effectively
- The scale of the development including a multi-storey car park
- Increased traffic with associated road obstruction, noise and pollution.
- Need for parking for increased bus services. Granta Park buses should stop parking at Fourwentways
- Noise nuisance and light pollution
- The impact of the development on wildlife and biodiversity.

LAPC requested visualisations of the building from Westfield and from Bourne Bridge Cottages. The Travel Plan should include dates and milestones so that progress can be monitored

- **21/03696/FUL Shell PFS Fourwentways. Formation 3 No additional electrical vehicle charge bays with equipment compound & electrical substation.**
LAPC supported the application with a request for an enforceable condition for litter picking on and around the site.
- **Tree works applications** for 29 Cambridge Rd and 43 Cambridge Rd were noted.

7.2.Planning decisions, updates and amendments (for information):

- **21/03070/HFUL** 15 Bourn Bridge Road. Approved by SCDC

7.3 Local developments/ planning issues.

- **ACV Sluice Wood.** Following an objection from the landowner SCDC will hold an Internal Review meeting of its decision to grant ACV status. This will be on 5 October 2021. -The Parish Council was invited to send a representative. PB agreed to attend. More information about the process was awaited.
- **South Cambs Local Plan Local sites.** Discussed under item 6.
- **Greater Cambridge Biodiversity SPD Public Consultation.** IS agreed to reply on behalf of LAPC
- **Uttlesford Local Plan.** LAPC had agreed not to reply to the recent update.
- **Oxford Cambridge Arc Consultation. CLERK** to reply on behalf of LAPC noting concerns about building on agricultural land, increases in traffic and increased pressures on services in Cambridgeshire.

8. Finance and Compliance

8.1 Receipts.

SCDC COVID Grant	£ 200.00
Cambs County Council Grass cutting	£ 506.44
TOTAL	£ 706.44

8.2 Payments

Payments were discussed and agreed. A maximum was agreed for the insurance policy pending decision making.

Mrs G Dalton Clerk (SO) September	£ 301.78
Brookfield contracting –(SO) September VAT £85.00	£ 510.00
Dr R Smith Noticeboard repairs	£ 19.00
HMRC PAYE Q2 due October	£ 226.40
Insurance policy renewal due 30 September <i>Maximum agreed</i>	£ 585.74
CAPALC Cllr Training - S Bolden	£ 75.00
EON Streetlighting <i>account in credit</i>	£ 0.00
Total	£ 1727.92

8.3 Finance report: Balances year-to-date.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement 1/9/2021	£24,886.90	£ 9,748.99	£ 15,138.01
Balances at close of meeting	£22,462.74	£ 7,324.73	£ 15,138.01

Note: Bank statement does not include uncleared transactions

8.4 Insurance policy renewal. The BHIB /Aviva offer covered LAPC's needs. Came & Co had just sent a quotation. It was cheaper and seemed to offer the right level of cover. LAPC authorised CWG to review the policies and make a decision. **CWG**

8.5. Report from Compliance Working Group . The group met on 7 September. The summary and recommendations were accepted. LAPC agreed to find a local website designer to design and maintain the new website. **IS & VVA**

8.6 Clerk Recruitment and succession plan.

- SB has drafted an advertisement. A job description is needed **SB & IS**
- Local interest will be gauged through an item in the A&H News. **SP**
- SB has contacted Horseheath PC about their recent recruitment process **SB**

9. Highways and traffic

- **Highways Officer visit 6 September.** Notes and action points were circulated.
- **Double yellow lines at Fourwentways.** Arrange a meeting with Highways, Granta Park reps and Paragon and seek financial support for improvements. **SB**
- **Local Highways Improvement bid.** There was support for reapplying for parking restrictions at Fourwentways. Support from GAPC would be helpful. **SB & IS**

10. Village Environment/ community engagement

- **CCC Innovate and Cultivate fund – SP & SB** will meet the Audley End Community Shed team on 16 September.
- **Working with the Papworth Trust.** SB&SP had an introductory meeting with the local team. The Trust would hold an open day in November. LAPC supported a proposal for the Trust to take over looking after the garden on the corner of Church Lane and Church Close. **RS & CLERK** to tidy up the garden before hand over.
- **Allocation of SCDC COVID Grant .** LAPC agreed the funding should be used to restock Jeremiah's Café and the Abington Lunch Club. The availability of match funding from GAPC needs clarification.
- **Natural Cambridgeshire Small Project Funding.** No follow up

11. Meetings /representation

- **GAPAC/LAPC Liaison meeting.** The meeting notes were received It was regretted that the community engagement event did not go ahead.
- **LAPC representation at forthcoming meetings.**
 - CAPALC Annual Conference -17 September . None
 - SCDC Planning patch meeting -4 October. RS is no longer available
 - NALC Biodiversity - 27 October IS unable attend.

12. Reports from committees

12.1 Institute Management Committee. Local activities and groups are starting up again. S106 funds will be used for refurbishment.

12.2 Recreation Ground Committee.

- ARGC is planning some refurbishment including the children's play area.
- There is some work to do to meet health and safety requirements.
- Pump Track: Unfortunately the selected contractor is unable to meet British Cycling's deadline. Discussions are underway.

13 Reports from representatives

13.1. Village maintenance. Brookfield is no longer following a regular schedule. It was agreed that they should be asked to submit a monthly report .Weather permitting the PRVs would be cut on 23 September.

13.2. Lights, roads and pavements. See report of the Highways Officer's visit.

13.3. Trees.

- There were concerns about the safety of the tree arch on the Millennium footpath.
- Six free trees. LAPC agreed to authorise Mr. Pimblett to act on their behalf.

13.4 Police. Nil

14. Correspondence Items have been circulated for information or action.

15. Any Other Business/Items for next agenda

Carry Forward. Innovate & Cultivate Fund (Oct) **SP**; Clerk recruitment **SB/IS**; Quiet Lanes (Nov) **HB**.

A&H news Reminder to cut back trees and shrubs back from pavements, footpaths and street lights and not to sweep gravel into drains and gutters.

The meeting closed at 09: 50 PM

Next meetings:
Monday 25 October 2021 at 7:15pm
Monday 22 November 2021 at 7:15pm
Abington Institute, High Street, Great Abington

Signed



Date

25 October 2021

APPENDIX 1**Matters arising/meeting action list****September 2021**

Meeting date/Topic	Action	By	Update/status
Sept 2018			
Fourwentways	Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	SB	Sept 2021. -Litter in planning condition -LHI bid for parking restrictions
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	ALL	Sept 2021 Awaiting update on possible footpath rerouting
May 2019			
Litter	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC	<ul style="list-style-type: none"> Litter -ongoing. March 2021 resident complaint to EHealth re FWW Litter picking kits from Clerk. Annual Litter Pick-Liaison Gp.C/F Sept 2021-Planning condition for Shell PFS requested.
June 2019			
Interactive speed sign/Speeding	Downloading census data	PB	Sept 2021. Download using LAPC laptop.
July 2019			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	Communication between TWI & residents continues. Planned remedial work delayed again
MARCH 2020			
Archiving .Document management	Identify storage space	SB/CLK	To use Abington Institute loft space. Rationalise and catalogue documents to store. July 2021- water damage after flood in Clerks garage. Sept 2021 Non statutory documents will be cleared from clerk's garage by January 2022 ready for Clerk handover in Feb 22
MAY 2020			
S106	Refurbishing Abington Institute- information requested		Sept 2021 screen for meeting room in institute plan
JUNE 2020			
Trees	Condition of trees & hedges on Cambridge Rd Ivan Clarks Corner (ICC) Dead trees Millennium path	RS/IS CLRK/R S	<p>-27 Cambridge Rd. No progress- on risk register - 29 Cambridge Rd. CLOSED - Millennium path. Sept 2020 Landowners contacted.- some trees felled. April 2021 CCC advised that footpath tree is not high risk: On risk register</p> <p>-ICC Feb 2020. Trees growing into cables and UK Power Networks notified Sept 2021 Noted by Highways Officer LAPC to contact UKPN</p>

JULY 2020			
A&H News	LAPC to remain engaged in decision making	SB/TO/	Liaison Group to consider long term arrangements Chairs to discuss with Biomed Realty Sept 2021. Action awaited
SEPTEMBER 2020			
Assets	Fence at Ford. Repainting /renovating. Seats	CL'K RA	May -Brookfield . Quote awaited Fence at ford. Sept Repaired
November 2020			
PRVs	Concerns about damage caused by pedestrians. Road safety	LAPC CL'K	Notices, item in A&H News. Site meeting 28 Jan. Request for PRV signs acknowledged. Chase up PRV signs, "Pedestrians in Road" & Quiet Lanes. CLOSE?
JANUARY 2021			
Connecting Cambridgeshire	Gigabyte voucher Scheme		Joint project with GAPC. Sept 2021. Postponed pending national policy
Website/ information governance	Set up LAPC website	IS/VVA	Sept 2021. Agreed to work with a contractor -
FEBRUARY 2021			
Coronavirus dashboard	Weekly updates	SP	ongoing
March 2021			
QUIET LANES	CCC view?	HB	c/f November
Cycling on footpaths	Signage	RS/PB	
May 2021			
Clean Neighbourhoods & Environment Act	Power to enforce	Clerk	No reply from SCDC. ACTION?
Street lighting	Set up direct debit	Clerk	EON Action awaited
20's Plenty	Follow up	PB	No reply. CLOSE ?
New Parish clerk	Recruitment plan JD, hours, role evaluation	SB/IS	Sept 2021. Advert agreed. Item in A&H News.
JUNE 2021			
Fourwentways parking	LHI : Double Yellow Lines . Seek £ support from other stakeholders	SB/IS	LHI bids close 30/9 GAPC support requested
Innovate & Cultivate /Community Shed	Follow up Community Shed Application due November	SP	Find site and prepare application. Meeting Audley End Shed 16/9
Granta Park Devp Plan	Joint planning meeting with GAPC	SB	Meeting 23/8. See notes.
Highways	site meeting with Highways officer	CLRK	6 Sept 2021 See report.
JULY 2021			
Village maintenance	Invoicing for annual grants	CLERK	Clerk To invoice SCDC.
Insurance	Market testing	CWG	Sept 2021. CWG to agree insurance policy
September 2021			
ACV Sluice Wood	SCDC Review 5 Oct. Details of objection awaited,	ALL PB	LAPC to reply to objections. PB to represent LAPC
SCDC Biodiversity	LAPC response	IS	
Garden corner church Close/Church Lane	Tidy up with a view to handing over to volunteers	RS/GD	
COVID grant	Contact Cafe/Lunch Club. GAPC to match funding?	RS SB	
6 Free Trees	Confirm working with ARGC	CLK	
Village maintenance	Reinstate monthly reporting	CLK	