

## LITTLE ABINGTON PARISH COUNCIL

### Minutes of the Meeting of Little Abington Parish Council held in the Abington Institute, Great Abington on Monday 22 November 2021 at 7.15 pm

**Present.** Mrs Bolden (SB) Chair, Mr Allum (RA), Ms Pattinson (SP), Dr I Smith (IS), Dr R Smith (RS), Dr Valge-Archer (VVA) joined at 7:25pm, Mrs Dalton (Clerk).

**In attendance.** Cllr Henry Batchelor and Cllr John Batchelor . There were no members of the public present.

1. **Apologies for absence.** Mr Brunning
2. **Minutes of Parish Council meeting held on 25 October 2021.** Agreed and signed.

### 3. **Matters arising not on the agenda.**

The action list was discussed and actions updated as necessary. See appendix.

- PRVs Bourn Bridge Road. The “temporary signs “ are still in place. Most pedestrians respect them. Decisions on cycle routes through the Abingtons are awaited. **CLOSED**
- PROW on Bourn Bridge Road. **IS and SP** to monitor. It was noted that the Perse School exercised their right to close permissive paths recently. **CLOSED**
- Millennium Footpath from Church Lane to the Recreation Ground. Resurfacing to be discussed with ROW officer early in Spring 2022
- Cycling on public footpaths. This will be reviewed as part of the Pump Track project. **CLOSED.**

4. **Members’ declaration of interests for items on the agenda.** None

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

#### **Cambridgeshire County Council**

- **Grips.** CCC is compiling a prioritised schedule. Not all the requested work will be included.
- **Meeting the Mayor.** SB & IS represented LAPC. The session was well attended. It focused on the A1307. The Mayor seems to be in favour of improving the public transport network and making it affordable. Initiatives such as loop bus routes were raised. A guided busway to Haverhill was briefly discussed.
- **Quiet Lanes.** CCC has discussed 20mph zones . They plan to review and redefine criteria. **HB to keep LAPC updated**
- **A New County Council Chief Executive** has been appointed.

#### **South Cambs District Council**

- **Local Plan** – One principle included in the plan is to focus development in new settlements rather than building in villages JB urged LAPC to reply even if only to support this proposal.
- **COVID 19** rates in South Cambs are a concern. Rates are 500-660/100K. Sawston is still a hot spot.
- **SCDC-Parish Council Liaison meeting 29/11** VVA offered to represent LAPC.

#### **Discussion**

- **Greater Cambridge Partnership.** IS and SB met a representative from GCP. There was some discussion about the status of ,and accountability for, delivery of initiatives funded through the S106 funds linked to previous developments. **CLERK to contact S106 officer.** Arrangements for holding Granta Park to account for delivery of initiatives linked to previous planning agreements were not clear.

HB and JB left the meeting at 7:45pm

## 7. Planning

### 7.1 Planning applications.

- **21/03187/HFUL 1 Ley Rectory Farm Barns, Hildersham Rd.** Conversion of storage barn to habitable rooms. There had been a minor amendment. LAPC supported the application.

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

- **21/1257/TTCA. 36A Church Lane.** Fell silver birch tree. Withdrawn
- **21/04045/HFUL 6 Bourn Bridge Rd.** Extensions. LAPC supported. SCDC agreed
- **21/04041/PRIOR 44 High St.** Change of Use. LAPC supported. SCDC agreed.
- **21/03971/LBC. 26 High Street.** Various works. LAPC supported. SCDC agreed

### 7.3 Local developments/ planning issues.

- **Granta Park - Project Ghiberti. Feedback from meeting on 3 Nov.**

There was a lengthy discussion about the role of the parish councils in decision-making on planning applications and the importance of transparency. The presentation made to parish council representatives was discussed. Several changes were noted but some points were still outstanding. An updated planning application is awaited.

- **Greater Cambridge Local Plan Public Consultation.**

VVA proposed some wording for further consideration and sign off at the Planning Committee meeting on 1 December *“Little Abington Parish Council welcomes the proposed approach of limiting any new developments in villages and focussing major new development in existing and forthcoming settlements thus preserving the character of small villages in South Cambridgeshire. Any new developments must have good public and active transport links.*

*LAPC is concerned about the scale of development in and around Sawston and Great Shelford and the impact this might have on traffic”*

- **Greater Cambridge Partnership Public Consultations**

- **Making Connections.** Draft reply for discussion and confirmation at the LAPC Planning Committee meeting on 1 December. **IS**

- **Eastern Access.** Not relevant to LAPC. No response required

- **SE Cambridge Transport Plan - Newmarket Road.** Draft reply for discussion and confirmation at the LAPC planning committee meeting on 1 December. **IS**

- **Uttlesford Local Plan Cultural assessment.** No response required.

- **Local Priorities Mayor’s consultation.** Send information. Confirm closing date. **SB**

## 8. Finance and Compliance

### 8.1 Receipts.

VAT refund Q1,Q2 2020-21	£ 531.44
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**CLERK** to invoice GAPC for their share of hosting the Abingtons website and for ford maintenance in December. SCDC still to pay the grant for Church Close grass cutting.

### 8.2 Payments

Payments were discussed and agreed.

Mrs G Dalton Clerk salary (SO) November & December	£ 603.56
Brookfield contracting – village maintenance (SO) Nov & Dec VAT£170.00	£ 1020.00
CAPALC LTD Chairs Training SB7IS July 2019	£ 70.00
Parish Nurse programme. Donation	£ 1000.00
HMRC PAYE Clerk’s salary Q3 2021-22 Due Jan 2022. Estimate	£ 226.40
N-Power -street lighting - October 2021 (DD) VAT	£ 15.59
<b>Total</b>	<b>£ 2935.55</b>

**8.3 Finance report: Balances year-to-date and half year report.**

	<b>TOTAL</b>	<b>Current</b>	<b>Cambridgeshire Building Society</b>
Opening per bank statement 1/9/2021	£31,152.53	£ 16,014.52	£ 15,138.01
Balances at close of meeting	£28,216.98	£ 13,078.97	£ 15,138.01

Note: Bank statement does not include uncleared transactions

**8.4 Clerk recruitment.** There were two applications. SB&IS had shortlisted one for interview on 25 November with a view to beginning in January 2022. **CLERK** to send list of suggested immediate actions when appointment was confirmed. **SB & IS**

**8.5 2022-23 Final budget plan and precept request**

- **GAPC/LAPC split.** GAPC had agreed to the proposal put forward by Mr Orgee i.e. a 64:36% split. LAPC agreed to support this.
- **ARGC draft budget plan.** Noted. There would be an overall increase of 7.5% in the parish councils' contribution. GAPC had queried the possibility of joint parish council financial liabilities for a licence to access the recreation ground and playing fields across land by Great Abington Church.
- **The 2022-23 budget plan** was reviewed and updated. It was agreed to increase the precept request by 5% to £19,880.00 for 2022-23.

**8.6 Risk register** . Update during December ready for handover. To include recently reported tree and other risks for monitoring purposes **CLERK**.

**9. Highways and traffic****Reply from GCP to letter sent 28 May 2021.**

SB & IS met a representative from the Greater Cambridge Partnership. Progress was frustratingly slow. Discussions included the planned improvements at the Hildersham crossroads - now behind schedule- the Linton Greenway cycle route through the Abingtons; a speed limit of 30mph on the entire length of Bourn Bridge Road and a 40mph speed limit on Newmarket Road.

LAPC queried the accountability of GCP and alignment between its strategy and the priorities of the Combined Authority, SCDC and CCC. It was agreed there is an urgent need for safe cycling routes to Linton, Babraham and the proposed P&R site. Letter to GCP summarising the key points and actions from the meeting. **IS&SB**

**10. Village Environment/ community engagement**

Great Abington Primary School Outdoor Learning Centre. The proposed site is the field behind the school. **SB** to represent LAPC at a stakeholder meeting.

**11. Meetings /representation****Feedback from meetings attended by LAPC reps not elsewhere on agenda:**

- **CCC Flood and winter training.** None
- **Queen's Green Canopy Briefing** This is a national initiative to mark the Queen's Jubilee. Funding is available. The Churchyard might be a suitable public site. Contact the churchwarden **SB**
- **Cambridgeshire & P'boro Combined Authority/ Mayor-**. Discussed under Item 6
- **Zero Carbon Communities** . IS had sent her notes.
- **SCDC COVID update.** Key points and links to the recording had been circulated.

**LAPC representation at forthcoming meetings**

- GAPC/LAPC Liaison Meeting. 8 Dec. SB,IS,RA. **SB** to agree and share agenda

**2022 LAPC meeting schedule.**

- The proposed dates were agreed. It was assumed social distancing would continue with bookings in the main hall or the terrace. **CLERK**
- SB asked LAPC to consider if meeting alternate months was a viable arrangement. Planning would need to be taken separately.
- The immediate need for projection facilities in the meeting room was queried.

**12. Reports from committees**

**12.1 Institute Management Committee.** November minutes received.

**12.2 Abington Recreation Ground Committee.** October minutes received.

Minutes from the meeting held on 8 November awaited.

**13 Reports from representatives**

**13.1. Village maintenance.** RA summarised the meeting with Brookfield on 11 November. He was reassured by the discussions about workload. Communication has already improved. The team is diligent and responsive. It was agreed there was no need to reinstate checklists which would be an additional bureaucratic burden.

**13.2. Lights, roads and pavements.**

- Pavements have been marked up on Cambridge Road. Perhaps this indicates there will be some repair work in the near future!
- Newmarket Road has been closed for roadworks.

**13.3. Trees.** Safety of two birch trees on the verge outside 15 Church Lane. The Clerk contacted SCDC, CCC and BT. None of them seemed to be responsible for the trees.

**RS** offered to check them when the leaves have fallen. **Add to RISK REGISTER**

**13.4 Police.** Meeting with the Police & Crime Commissioner on 14 December noted.

**14. Correspondence**

- Items have been circulated for information or action.
- A letter from the Parish Nurse Team to Parish Council Chairs, cc'ed to Clerks was noted. It was agreed to invite them to the Annual Parish Meeting. **SB**

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

- **Carry Forward.** Clerk induction and handover **SB/IS**; 2022 Meeting schedule **SB**, Risk register **CLERK**
- **A&H news items SB/SP**

The meeting closed at 10:18 PM

**Next meetings:**

**Monday 24 January 2022 at 7:15pm**

**Monday 22 February 2022 at 7:15pm**

**Abington Institute, High Street, Great Abington Next meetings:**

Signed

Date

24 January 2022

**APPENDIX 1**

**Matters arising/meeting action list**

**Reviewed November 2021**

Meeting date/Topic	Action	By	Update/status
<b>Nov 2021 review</b>			
Fourwentways	Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	SB	Oct 2021 LHI Bid  Comfort Café No updates.

Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	WHO	-ROW Officer to advise re Millennium footpath surface. (Spring 2022)
Litter	<ul style="list-style-type: none"> <li>• SCDC enforcement action FWW Any progress?</li> <li>• SB to find storage space for Litter Pick equipment</li> </ul>	SB	-Sept 2021-Planning condition for Shell PFS. <b>NOT INCLUDED IN DECISION</b> -Annual Litter Pick-postponed (Covid).LAPC has the Litter picking kits.
Interactive speed sign/Speeding	Downloading census data required for traffic census and speed analysis. SWARCO offered assistance in 2019	WHO?	Download using LAPC laptop.
Granta Park noise nuisance	See Public participation. Noise continues.	SB	-Communication between TWI & residents continues. --"Remedial work" completed but noise nuisance continues
Archiving /.Document management	Identify secure storage space for documents	SB	-To use Abington Institute loft space. Rationalise and catalogue documents to store. -Jan 2022 All documents, filing cabinets and equipment to be cleared from clerk's house and garage.
Assets	Fence at Ford. Repainting /renovating To discuss with GAPC  LAPC Seats Papworth Trust?	SB  SB	- Fence at ford. RS has repaired . Renovation required. -c/f Spring 2022 for Highways budget -
Connecting Cambridgeshire	Gigabyte voucher Scheme	SB	Nov 2021 Gigaclear. GAPC & LAPC to liaise
Website/ information governance	Set up LAPC website	IS/SB	To complete March 2022
New Parish clerk	Recruitment plan JD, hours, role evaluation. Interview, confirm start date and salary Immediate actions list	SB/IS  CLK	Interview 25 Nov
Fourwentways parking	LHI : Double Yellow Lines . £ support from other stakeholders agreed	SB/IS	LHI bid submitted
Biodiversity	6 Free Trees Queens Green Canopy 26 Oct	ARGC SB	ARGC progressing <b>Contact Church Warden</b>
Roads etc	Progress on Grips	HB	
Dangerous Trees Church Lane	No agency accepting responsibility (SCDC, CCC Highways , BT)	IS.RS CLK	Tree Reps to review. <b>Add to RISK REGISTER</b>
Road safety	20mph Zones, Quiet Lanes	HB	
Granta Park S106	Contact S106 officer	CLK	
Greater Cambridge Partnership	Consultations Follow up letter	IS SB/IS	
Local Plan	Response	ALL	
Combined Authority/ Mayor priorities	Response to consultation	SB	
Risk register	Update in Dec/Jan	CLK	
GAPS- Outdoor Learning Centre	Meeting stakeholders	SB	
Annual Parish Meeting Agenda	Invite Parish Nurse	SB	