

LITTLE ABINGTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Monday 27 June 2016 at 7.15pm in the Abington Institute, Great Abington

Present. Mr Adams, Mr Brunning, Mr Chesham, Mrs Gunning, Mr Pritchard, Mrs Scoffings, Mrs Dalton (Clerk).

In attendance. Mrs Simmons, Cllr Orgee. Four members of the public

1. **Apologies for absence.** Cllr Topping for late arrival,
2. **Parish Council membership.**
 - **Co-option of new Parish Councillor.** Mrs Simmons introduced herself to the Parish Council. She was a Parish Councillor between 2006 and 2009. She was willing to be co-opted for a three year term. The Clerk confirmed the necessary conditions were met. Mrs Simmons was unanimously appointed and welcomed as a co-opted member of the Parish Council.
3. **Minutes of the meeting held on 23 May 2016.** Agreed
4. **Matters arising not on the agenda.**
 - **E-payment.** Still in progress
 - **Sluice Wood.** Mrs Gorna had inspected the barbed wire fence. She was concerned that there is still some evidence of people climbing over it and of trespass into the garden of Bancroft Farm. She had taken photographs. The Clerk had taken some photographs for the parish council's information. It was hard to distinguish man made or animal tracks. Mrs Gorna had agreed to fix the fence.
 - **Dog fouling.** A new batch of posters has been printed. The Clerk has ordered bin stickers. The school did not take up the suggestion of a poster competition.
5. **Declarations of interest.** Mr Brunning and Mr Adams for Bancroft Farm planning issues.
6. **Public participation.**
 - **The Queens 90th birthday.** The event had been very successful. The organisers thanked the Parish Council for the grant. They provided a statement of expenditure and confirmed that they would refund £146.62. This made the total cost to LAPC £853.38p compared to a budget of £1000.00.
 - **Proposals for housing development at Bancroft farm** Mrs Hirsh attended the meeting to express her concerns about the proposals for a housing development at Bancroft Farm shown at the public consultation on 23 June. She observed:
 - The proposals were not in line with the option that was put to the local community or with the Parish Council's response to the Local Development Plan.
 - The option agreed with the local community was for six small houses built within the confines of the old farmyard. The proposed development was for more houses with 3-5 bedrooms which, in her view, were not required in Little Abington. The footprint for the development extended beyond the farmyard including back into the local Green Space to a fence that has recently been erected.
 - The Parish Council noted her comments. The chairman advised her to respond to the developer who had organised the public exhibition. The next step would be to

collate the responses received and for them to be discussed at a meeting of the Abington Housing Committee, planned for 12 July.

All members of the public left the meeting

7. Finance

7.1 Income Nil.

7.2 Payments

RC proposed and PP seconded payment of all items on the agenda.

Abington Recreation Ground Precept (Paid May)	£ 1312.50
Mr Brunning refreshments for Annual Parish Meeting (paid May)	£ 19.33
Mrs G Dalton Clerk salary, STO June 2016	£ 237.34
CGM village maintenance, STO June 2016 VAT £44.76	£ 268.55
HMRC PAYE quarter 1	£ 177.80
NALC Accreditation Award Registration fee (invoice awaited)	£ 50.00
TOTAL	£ 2065.52

7.3 Finance report: Balances year-to-date.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 23,998.54	£ 8957.32	£ 15,041.22
Balances at close of meeting	£ 23,411.80	£ 8370.58	£ 15,041.22

Note. Bank statement does not included uncleared cheques

7.4 Grant for Queens 90th birthday celebration

See public participation.

7.5 2015-16 audit and inspection of accounts

The Annual Return to the Audit Commission was submitted on time. The accounts were available for inspection at the meeting and they have been posted on the parish council website. The Clerk confirmed they would be available for public inspection by appointment until 15 July.

7.6 Updated Parish Council standing orders and terms of reference

- The Standing Orders have been had been updated to bring them in line with the most recent NALC template. They were unanimously accepted.
- The terms of reference for the Planning Committee were accepted.

7.7 Parish Council Clerk

- The chairman confirmed that the clerk's contract has been reviewed and brought up to date to comply with recent legislation. Locally agreed changes to the model contract include:
 - The Clerk would continue to accept expenses for travel at cost rather than the higher recommended HMRC rate.
 - Arrangements for an allowance for the cost of working from home are still to be confirmed. The intention was to ensure alignment with practice in Great Abington.
- NALC has agreed new pay scales for parish clerks. The increase will be 1% backdated to April 2016 - an increase of approximately £35 a year. It is within the budget allocated. Pay scales for 2017-18 have been announced.
- The objectives discussed at the Clerk's annual appraisal were agreed.

7.8 Local Council Award Scheme

- The Clerk has notified NALC of LAPC's intention to apply for Foundation Award status. An invoice is awaited.
- The next step is for the Parish Council to confirm that the application meets all the criteria. It was agreed that the Compliance Working Group should review the application ready for the Parish Council to confirm the application at its next meeting.

8.Planning

8.1 Planning applications: <https://www.scamb.gov.uk/services/planning-applications>

- **S/1403/16/FL Installation of above ground Adblue tank and 2 dispensers. Petrol Filling station, Shell Fourwentways, Little Abington.** The Parish Council recommended approval without referral to SCDC's planning committee.
- There is a caravan on the Greenacres site in Bourn Bridge Road. The Parish Council was not aware of planning permission being granted. It was agreed to ask Dr Izzard for clarification. **CLERK**

8.2 Planning updates:

- Cllr Orgee drew the parish council's attention to an application for a solar farm near Sawston. An appeal against planning permission was dismissed.

8.3 Local Developments

- **Local Development Plan.** Inspection has recommenced but it is unlikely that the South Cambridgeshire elements in the plan will be considered before the autumn.
- **Proposed Housing developments in the Abingtons.** An application for a development on Strawberry Farm in Great Abington is pending. The application for a housing development at the top of the High Street in Great Abington will be discussed by the SCDC Planning Committee soon. A public consultation event about proposals for housing developments in Linton Road, Great Abington and Bancroft Farm, Little Abington was held on 23 June.
- **Consultation on Great Abington Neighbourhood Area.** The Parish Council noted the application. It did not feel there was a need to respond
- **City Deal.** Consultation on the City Deal options for relieving pressure on the A1307 into Cambridge were discussed. Consultation closes on 1 August. Reply to www.gccitydeal.co.uk/A1307 The Parish Council understood that the proposals being put forward were intended to help to reduce the pressure of commuter traffic into Cambridge but it was felt that none of the options solved the main local concern about the growing volume of goods vehicles on the A1307 between Fourwentways and Haverhill. Draft response to be considered at next Parish Council meeting. **CLERK**
- **A1301/A505 and Hinxton proposed developments.** Public events at Hinxton village hall have been advertised. See http://www.smithsonhill.co.uk/public_exhibition_1/

9. Highways and traffic

- **The 40 mph sign on the A1307 coming from Cambridge** has been resurrected.
- **Cycleways.** The cycleway through the Babraham Research Institute is expected to open in September. There has been no obvious action to address the weed growth on the cycle route along the A505 noted at the last meeting
- **2016-17 Highways Improvement Scheme.** The County Council has been able to fund the scheme. They are short staffed so it will take a little while for them to do the planning. It may be possible to bring the signage element of the project forward
- **2017-18 Highways Improvement Scheme application.** Mr Brunning discussed the potential application for speed reduction through the village centre with the Highways Team at their Open Day. It was agreed that Little Abington speedwatch equipment

could be used for speed surveys; it was important to involve the school - pupils and parents - and Great Abington residents to gather evidence to support the application.

10. Village Environment

- **Flooding in Church Lane.** The County Council will contact the landowner about maintenance of drains on private land.
- **Protected Roadside verges.** The springtime cut was missed and the verges have grown very high. The Clerk has asked CGM for a quote for cutting. There was some discussion about whether the verges in their current state presented a hazard to pedestrians and other road users or if cutting should be delayed until the autumn in order to preserve flora.
- **Noise on Granta Park** There have been several complaints about noise from building work early in the morning and at weekends. The GAPC & LAPC chairmen will meet with the management team from Granta Park. **PB**
- **Flooding.** Discussion points from a recent meeting with other local parish councils were noted. Except for some localised road flooding after heavy rain, due mainly to old and poorly maintained drains, the risk of flooding in Little Abington was not a concern. The Highways team is aware of the problem in Church Lane. The drainage into 43 Church Lane needs to be improved. A contact email address has been provided.
- **The Millennium footpath** was damaged by the recent torrential rain. The Parish Council was grateful to the person who had repaired it.

11 Reports from local authority representatives

11.1 Cllr Orgee (SCDC) provided a written report. It covered:

- **Greater Cambridge City Deal** - consultation on the Three Campuses to Cambridge strategy to reduce congestion on the A1307 Cambridge Linton Haverhill corridor
- **Cambridge access and capacity study.** This is linked to the City Deal and strategies for reducing congestion. There will be a public consultation over the summer.
- **Devolution.** Local councils would vote on the options soon. The general view was that Cambridgeshire & Peterborough and Norfolk & Suffolk options were preferred rather than a single authority for East Anglia. Benefits could include increased investment in local communities for housing and for infrastructure. If the seven local authorities can agree a preferred option there will be a public consultation over the summer time.

11.2 Cllr Topping (Cambs County Council) provided a written report. It covered:

- **The Greater Cambridge City Deal** (see above)
- **Devolution**
- **A1307** – the Three Campuses consultation during July to improve connections along the A1307, notably for bioscience institutes (Granta Park, Babraham, Addenbrooke's) http://www.gccitydeal.co.uk/citydeal/info/2/transport/1/transport_projects_and_consultations/9
- **Meeting with pupils from Great Abington School** about the impact of developments on communities
- **Babraham cycleway** – work expected to start on site in September 2016
- **Replacement of street lights on the A505**

12. Reports from representatives

12.1 Village maintenance:

- Grass cutting will take place in the High Street on Tuesday 28 June. Local residents have been advised to move their cars. CGM will also tidy up the grass verge opposite.
- Some residents park on grass verges despite the damage it causes.

12.2 Lights, roads and pavements.

- **Dropped kerbs.** It is illegal to drive over a payment. Residents who wish to access hard standing outside their houses should make an application for a dropped kerb. See http://www4.cambridgeshire.gov.uk/info/20081/roads_and_pathways/110/dropped_kerbs
- **Obstructing pavements** There have been some complaints about rubbish bins obstructing pavements and trees and shrubs overgrowing pavements and trees obscuring street lights. Some residents park on pavements and grass verges.

12.3 Trees. Nil

12.4 Police. The notes from the local police panel are awaited. There is a crime prevention event in Great Shelford Sports' Pavilion on 19 July from 5:00pm

12.5 A1307 Committee/Local Forum the next meeting will be in September in Abington. Lucy Frazer MP has been invited. It was suggested that Heidi Allen MP should be invited. At its last meeting the group discussed the impact of developments along the route of the A1307.

12.6 Receipt of reports on meetings attended by LAPC reps. Already discussed.

12.7 LAPC representation at forthcoming meetings/events

- 13 July SCDC Planning Forum **CLERK**
- 15 July CAPALC Chairmen and councillors' catch up day **PB**
- 13 July TWI. Noise at Granta Park. **PB**

13. Committee Reports

13.1 Institute Management Group. Minutes of the meeting held on 20 June were noted.

13.2 Recreation Ground Committee. The draft minutes from the meeting held on 5 May were noted. The Clerk asked for a report on actions taken following the risk assessment and safety report. The committee plans to extend the children's play area and to improve fencing.

13.3 Committee for Abington Housing. Notes of a meeting held on 14 June received. The next meeting will be on 12 July

14. Parish councillor training. CAPALC has published its training schedule. All parish councillors were encouraged to attend. It was agreed that the most practicable option would be to arrange training in collaboration with another local parish council.

15. Correspondence.

Items requiring action have already been circulated.

16. Any Other Business/ Items for next agenda.

- Key points for inclusion in the village newsletter were agreed. **EA**
- The Sustainable Parish Energy Partnership event (SPEP) will be on 15 October. The programme will include contributions from local residents and local suppliers. The cost to the parish council will be a share of the cost of room hire for the day.

The meeting closed at 9.15 pm

**Next meeting Monday 25 July 2016 starting at 7.15 pm
Abington Institute, igh Street Great Abington.**

Signed Parish Council Chairman

Date