

LITTLE ABINGTON PARISH COUNCIL

Minutes of the Meeting of Little Abington Parish Council on

Monday, 22 July 2019 at 7.15 pm in the Abington Institute Great Abington.

DRAFT TO BE CONFIRMED AT NEXT FULL MEETING OF THE PARISH COUNCIL

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) arrival delayed, Mrs Dalton (Clerk)

In attendance. Two members of the public for part of meeting. Cllr Henry Batchelor (HB) for part of the meeting.

1. **Apologies for absence.** Mr. Allum and Cllr John Batchelor.

2. **Minutes of last meeting.**

The minutes of the meeting held on 24 June 2019 were agreed without any changes.

The Chairman agreed to change the agenda order to take public participation first

5. **Public participation: Granta Park noise nuisance**

Some residents in Westfield continue to be disturbed by noise coming from TWI/ Granta Park. It is worse when there is a southerly wind and on still days. It is very disruptive in the hot summer weather - disturbing sleep and outdoor activities.

The residents are logging the noise and they are keeping TWI up to date. A recording of the noise made in the early hours of the morning was played to the Parish Council. It was thought the issue would have been resolved before summer. It was understood that remedial works were due to be completed by the end of June, but TWI have said they are waiting for their contractor to complete the work. Residents were disappointed and frustrated by the slow progress.

Environmental Health (EH) was consulted at an early stage. They said the noise level was not actionable. EH recommended working with an acoustic engineer but as far as the residents are aware TWI have not done this.

The Chairman agreed to write to the Chief Executive of TWI. There was some discussion about compensation for residents. The Clerk noted concerns about noise were raised in a response to a planning application in 2014. **SB**

Both members of the public left the meeting at 7: 35 pm.

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

The action list was reviewed and updated.

- Comfort Café/lorry parking. SB contacted the Chief Executive of Paragon. (They own the Comfort Café site). Their planning application has been delayed because the Greater Cambridge planning team does not have the capacity to deal with it. He thought they would apply at the end of the year. He said the company was keen to work with the Parish Council to make sure the design of the site was acceptable and to resolve concerns about lorry parking. They had considered opening the site for lorry parking but they were surprised by the quantity of litter and dirt that was left. Reopening the café was not an option because the amount of work required to bring it up to standard could not be justified. Paragon did not know about the proposal for a Park & Ride site nearby. He thought it was a good idea in principle.

- Tree overgrowing 19 Church Close. This is still not been resolved. The tree is in the garden of 26 High Street which is owned by the Cambridge Cottage Preservation Society. The house is not occupied at present so it would be an ideal opportunity to take remedial action. **IS/RS**
- A1307 Parishes Forum. The group met on 10 July. They had agreed a letter about biodiversity should be sent to the County Council on their behalf.
- Exposed storm drain A1307. CCC replaced the cover. A resident had kindly offered to do it.

4. Members declarations of interest. Nil.

6. Report from Cllrs Batchelor

The written report was received. It was noted that SCDC has appointed a new Chief Executive. The following items were not included in the report

- **A1307.** The County Council is consulting on a traffic order to reduce speed limits near Linton. Cllr Batchelor was not aware of any plans for resurfacing Cambridge Road in Little Abington although it was needed. A short stretch of road on the outskirts of the village was resurfaced earlier in the month.
- **Election arrangements.** A consultation on the suitability of polling stations is in progress. LAPC has no concerns about arrangements in the Abingtons.
- **Children's Centres.** It is two years since the service was reconfigured. The County Council is seeking feedback from local groups. Linton and Sawston are the centres closest to Little Abington. **CLERK** to raise through Parish Nurse team

There was some general discussion about working arrangements between SCDC and other local authorities. The relationship between them and the Greater Cambridge Partnership is not clear.

7. Planning

7.1 Planning applications:

- **S/2336/19/FL 31A Cambridge Rd, Single storey front porch extension & alterations.** The Clerk was not aware of any comments from neighbours. LAPC supported the application without referral to the SCDC Planning Committee

7.2 SCDC Planning decisions and amendments (for information):

- **S/1388/19/FL Bancroft Farm** - Withdrawn
- **S/1749/19/FL. 20 Church Lane** - Agreed by SCDC.

7.3 Local Developments

- **ARCC Innovation Centre, Great Abington** Exhibition 11 July. LAPC was not represented.
- **New Local Development Plan** – VAA and PB attended a workshop on 17 July. A summary and presentations from the meeting are awaited.

The aim is to develop a spatial strategy for the next 20 years. A draft should be available by the end of 2020; final publication due 2024.

The sites worthy of consideration following the request for sites suitable for housing development through the Strategic Housing Land Availability Assessment (SHLAA). will be published soon. Filtering them is time consuming.

Delegates had reflected on the previous process. The importance of effective consultation and recognising the value of local knowledge and advice was emphasised. The process was too long; inspection in public had slowed it down and delays had allowed speculative, poorly planned developments.

It would be important to get the right mix of housing and to ensure collaboration with, and alignment of policies of, local authorities and other agencies.

VAA joined the meeting that 8.15 pm

- **Greater Cambridge Local Planning update.** Noted. The supplementary guidance on village design might be useful.
The Parish Council did not plan to reply to the consultation on Greater Cambridge Greenways - closing date 5 August. It was agreed to submit a response to the consultation on the Cambridgeshire and Peterborough Draft Local Transport Plan - closing date 27 September. C/F Sept agenda. **CLERK.**
- **Fighting Funds.** A principle was agreed that LAPC would consider requests from other parish councils to contribute towards the cost of fighting funds for controversial developments if the developments were likely to have an impact on Little Abington and the immediate area. The level of a contribution would need to be carefully considered in relation to LAPC's budget and priorities, current spending and the need for LAPC to be able to afford the cost of legal or technical advice on any developments or other matters in Little Abington. A contribution of £3000 towards a fighting fund for the Uttlesford Garden Village was not affordable. It might be helpful to work with Great Abington Parish Council to agree a common approach.

8. Highways and traffic

- **Greater Cambridge Partnership.** Whittlesford Parkway station area improvements – LAPC's response to the consultation was submitted on time.
- **Local Highways Improvements.** Some comments were received from residents. Most related to issues in Great Abington. Speed and road safety on Pampisford Road were being addressed through Speedwatch. Traffic on Newmarket Road is often over the speed limit but Speedwatch is not permitted there.
LAPC agreed to consider submitting a bid for Moveable Vehicle Activated Speed signs. They could be used on Newmarket Road and at other locations. There were some practical considerations such as responsibility for changing locations and battery charging. It was suggested that Granta Park should be asked to contribute towards the cost. Cambridgeshire police had suggested contacting two companies. Their quotations had been received. **VAA & IS**

Cllr Batchelor left the meeting at 8.35 pm

9. Village Environment/ community engagement

- **Litter bin for top Bourn Bridge Rd.** LAPC did not agree to purchase a litter bin because it was unlikely to be used by passers-by. Residents who pick up litter could use the bins at Fourwentways and Bourn Bridge Road. The bins at Cambridge International School (CIS) might be another option.
- **Litter.** Pupils from CIS had done a project on litter on Newmarket Road and on the route along Bourn Bridge Road into the village. They found litter was scattered without any concentrations. There were some branded items from the outlets at Fourwentways but the source of most of it was not identifiable. The highest number of items picked up were plastic wrappers and plastic bottles. LAPC was grateful to the school for their input and would be happy to support them if they wished to repeat the project. **CLERK/SB** to thank the school

- **Free access to Granta Park.** It seemed unlikely that a mutually acceptable solution to reopening the site could be found. Walking access via the main gate is not a practical option for most residents of Little Abington.
- **Granta Park Noise** . See public participation

10. Finance and compliance

10.1 Receipts. Nil

10.2 Payments. All payments on the agenda were agreed. Mr. Ellis will confirm arrangements for payment for the web site. The Recreation Ground Committee will reimburse LAPC for the cost of a place on the Tree Warden training course. **CLERK**

AJ King Maintenance July & August SO	VAT £171.54	£	1029.20
Mrs G Dalton Clerk salary (July)		£	294.62
Web site hosting fee		£	40.31
Abington Institute - room hire 5 meetings		£	60.00
Cambs County Council PFLHI	VAT 648.15	£	3888.91
Mrs G Dalton Clerk Q1 expenses		£	50.49
S Pattinson travel. SCDC Cabinet Liaison meeting		£	8.80
Subscription Friends of Roman Rd & Fleam Dyke		£	30.00
Tree warden training 2 places (1 for ARGC)		£	200.00
TOTAL		£	5602.33

10.3 Q1 Finance Report: Balances and report against budget plan ytd

Balances

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£28,089.35	£ 13,010.29	£ 15,079.06
Balances at close of meeting	£22,323.02	£ 7,243.96	£ 15,079.06

There is a summary of expenditure year to date on the website. There were no variances of concern against the budget plan at the end of Q1. However late invoices from CCC would result in a significant variance in expenditure at half year. VAT for Q3 & 4 2018-19 had not been received. CCC has been invoiced for the grass cutting grant. It was noted that the Clerk's hours are marginally above plan. The Clerk was concerned about projected levels of expenditure compared to plan due to late invoicing by the County Council and discussions about contributing to fighting funds. If income or expenditure goes over £25,000 LAPC will be subject to external audit resulting in additional costs for clerk's time and external audit fees.

10.4 Compliance - Freedom of Information guidelines. The guidelines were agreed. LAPC will use CAPALC's template letters for responding to FOI requests.

11. Meetings /representation

- **Feedback from meetings attended by LAPC reps not elsewhere on agenda.**
 - CAPALC Annual Conference (Clerk/SB). A summary has been circulated. Slides awaited
 - A1307 Parishes Forum (SB/PB). Meeting notes and the letter sent to CCC to be forwarded to the Parish Council.
 - SCDC Cabinet Liaison meeting (SP) A summary has been circulated.

- **LAPC/GAPC Liaison meeting date, agenda and representation.** SB to contact GAPC. Operation London Bridge needs joint planning.
- **LAPC representation at forthcoming meetings**
 - Came & Co Insurance visit ,23 July. RA, RS Clerk
 - A1307/A1301 Parish Councils, 24 July. PB,
 - Chairmans' training 31 July. SB and IS
 - Meeting with Highways, w/c 12 Aug. SB and Clerk
 - Tree Wardens Training., 15 Aug RS

12. To receive minutes from committees

12.1 Institute Management Committee. Noted. RS represents LAPC on the user group

12.2 Recreation Ground Committee. Minutes from the May meeting to follow

13. To receive reports from representatives.

13.1 Village maintenance. Grass cutting is due. Residents who park on or near the grass verges in the High Street will be asked to move their cars to avoid damage.

13.2. Lights, roads and pavements. The light outside 54 High St is on permanently. The Clerk had not had any information about the County Council's proposal to change arrangements for charging for the cost of power for street lighting.

13.3. Trees. IS to send information about the condition about some trees on Cambridge Road to the Clerk. It was noted that trees from 31A Cambridge Road are obscuring vision of the interactive sign. **CLERK** to contact householder

13.4 Police. Nil

14. Correspondence

The Clerk had seen an item in one of the newsletters about the importance of clerks and parish councillors sharing information about IT access to critical information systems in case of an emergency. The Clerk would pass her LAPC user names and passwords to the chairman to be stored confidentially and securely.

15. Any Other Business/Items for next agenda

- **Action list/ Carry forward items** Cambridgeshire and Peterborough Draft Local Transport Plan Sept agenda
- **Items for village newsletter.** Acknowledgement of comments on P&R and LHI bid.

The meeting closed at 9:50pm

Next meetings:

Monday 9 September 2019 at 7:15pm

Monday 28 October 2019 at 7:15pm

Abington Institute, High Street, there Great Abington

Signed

Parish Council Chairman

Date

APPENDIX 1: Matters arising/meeting action list JULY Meeting 2019

Meeting date/Topic	Action	Responsible	Update/status
April 2018	Granta Park access. Long-standing issue	PB	Standing agenda item. Feb 2019 Membership of gym offered.
July 2018	Road safety junction Bourn Bridge Road/CIS	CCC	Feb 2019 CCC will repaint white lines. Awaiting
	Street lighting - Cambridge Road	CLERK	SCDC contact name received
July 2018	Several street faults still outstanding Speedwatch signs ordered Dec 2017 – still awaited	CCC	March 2019 SW sign CCC replied Action awaited
Sept 2018			
Fourwentways	Public Participation: Lorry parking Fourwentways. No progress	CCC Highways	Dec 2018 Site meeting with CCC & SCDC . Jan 2019 Petition. Feb 2019 CCC Not high priority given financial constraints March 2019 S215 Notice to be considered May 2019 Development of Comfort Café site may improve it. July 2019 Paragon (Comfort Café landowner) contacted
Roads and pavements	Cambridge Road - road surface Pavements - poor condition. Some hazardous		July 2019 some road resurfacing scheduled but not in Little Abington
Tree Risks	Condition of trees & hedges on Cambridge Rd Tree overhanging 19 Church Close	IS/RS Clerk	1 potential risk on private property at 27 Cambridge Rd. Risk list to be updated. July 2019 Not resolved. Act while cottage is not occupied?
JAN 2019			
	Tree works Ivan Clarks corner	Clerk	UK Power Networks requested contact details.? July 2019 no progress
	First aid training	Clerk	Parish Nurse Team to be approached.
	Comfort Café site. deteriorating appearance		March 2019 Consider S215 Town & Country Planning Act May 2019 Noted proposal for Med Tech development July 2019 Chairman to contacted Paragon (site owner) See minutes
Feb 2019			
Speedwatch	Arrangements with GAPC to be agreed	LAPC/GAPC chairmen	April 2019 Liaison meeting postponed until June Liaison meeting 15 August.
Maintenance contract	Contact farmer re hedges on A1307	Clerk Clerk	April 2019 Farmer won't cut hedges unless road safety risk May 2019 CCC contacted - road safety concerns. June 2019 Response suggests CCC will cut back verge
Directory	Abington Directory Review and update	RS	wip
May 2019			
Code of Conduct	Register of Interests Updates required	ALL	

Freedom of Information Act	Revise policy. Provide good practice guidance	CLERK	July 2019 Policy AGREED CLOSE
Asset Register	Annual replacement value updates	CLERK	Due August 2019
Footpaths	Response to Abington Lea Ltd	CLERK	June 2019 Order signs. July 2019 posts awaited and insurance visit
Litter	Mapping hot spots and problem areas	Clerk	July 2019 CIS project report received. Send thank you letter CLOSE SCDC enforcement to visit Burger King July 2019 litter bin Bourn Bridge Rd not agreed by LAPC CLOSE
Street faults	Several street faults still outstanding Speedwatch signs ordered Dec 2017 – still awaited Improving working relationship with Highways	CCC	March 2019 SW sign chased. CCC Action awaited June 2019. Meeting 14 August
A1307 P&R	Noted potential site on Cambridge Road for park-&-ride car park. LAPC to inform residents, keep a watching brief and facilitate decision-making		public consultation awaited July 2019 GCP unable to meet LAPC until September
June 2019			
Greater Cambridge Partnership	Response to consultation on Whittlesford Parkway improvements	ALL.CLERK	Sent. CLOSE
Interactive speed sign	Downloading census data	PB	
LHI	Public engagement and options/Moveable signs	VAA/IS	July 2019. LHI application for Moveable signs CLOSE
Highways faults	Maintaining a log of faults	CLERK	
Internal audit report	Action plan	CWG	
July 2019			
Granta Park noise.:	Continuation from 2018 Public participation. Noise continues.	SB	July 2019 Chair to write to TWI CEO
Trees Cambridge Rd	31A trees obscure interactive sign. Contact householder List of trees causing concerns	CLERK IS	
IS Risk management	User names and passwords for critical IT systems to be passed to chair and held confidentially and securely	Clerk/Bank signatories/	