

LITTLE ABINGTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on
Monday 24 October 2016 at 7.15pm in the Abington Institute, Great Abington

Present. Mr Brunning (Chair), Mr Ellis, Mr Pritchard, Mrs Scoffings, Mrs Simmons, Mrs Dalton (Clerk).

In attendance. Mr Adams by Skype, Cllr Orgee, Cllr Topping for part of meeting. No members of the public were present.

1. **Apologies for absence.** None
2. **Minutes of the meeting held on 12 September 2016.** Agreed.
Minutes of the Planning Committee meeting held on 4 October 2016. Agreed.
3. **Matters arising not on the agenda.**
 - **Tackling Peak-time Congestion in Cambridge.** The Parish Council's response, appended to the planning committee meeting minutes, was noted.
 - **Sluice Wood.** No progress.
 - **E-banking.** No progress. PP
 - **Grass cutting and hedge maintenance at Ivan Clark's Corner.** The Clerk is waiting for confirmation of a meeting with a representative from Circle Wherry
 - **Trees and hedges overgrowing the pavements.** Some of the hedges in Linton Road have been cut back. The laurel hedge in Bourn Bridge Road has been trimmed.
 - **Litter bins on A1307 and provision of a bin at the top of the High Street.** The Environmental Services team did not reply.
4. **Declarations of interest.** None
5. **Parish Council vacancy. Co-option of a new Parish Councillor**
There were two candidates for co-option. One was unable to attend the meeting at short notice. After lengthy discussion it was agreed to seek an alternative date to meet him and then to make a decision for confirmation at the meeting on 21 November.

6. **Public participation.** None

7. **Finance and Compliance**

7.1 Receipts to current account.

Income was noted. The Clerk confirmed she had applied for a VAT refund of £359.86.

SCDC Precept Sept 2016-March 2017	£ 8,245.00
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7.2 Payments

JE proposed and PP seconded payment of all items on the agenda. This was unanimously agreed.

Mrs G Dalton Clerk salary, STO October 2016	£ 237.34
CGM village maintenance, STO October 2016	VAT £89.52 £ 268.55
Clerk expenses Q2	£ 26.77
CAPALC Catch up day July 2016. Attended by Mr Brunning	£ 30.00
PKF - external audit fee	VAT £20.00 £ 120.00
CGM - High Street verges July 2106	VAT £59.00 £ 354.00
Cambs County Council Contribution to 2015-16 Local Highways	£ 1000.00

Improvement Scheme at A1307/Hildersham Crossroads	
Abington Institute Room Hire	£ 80.00
TOTAL	£ 2116.66

7.3 Finance Report

The half year expenditure and finance report have been published on the parish council website. The report was discussed. There were no variances of any concern.

Balances year-to-date

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement	£ 29,671.15	£14,629.93	£ 15,041.22
Balances at close of meeting	£ 27,396.49	£12,355.27	£ 15,041.22

Note. Bank statement does not include uncleared cheques

7.4 2017-18 budget planning

The first draft of the 2017-18 budget plan was discussed.

- It was agreed that the Parish Council should continue to accrue a reserve for IT (£50 per annum) and for youth initiatives (£100 per annum) and to allow for a contribution of £500 towards any collaborative initiatives with other parish councils on flood risk.
- The Parish Council is committed to contributing £500 a year towards the cost of the Parish /Community Nurse for the first three years of the scheme.
- It was agreed that if the CAPALC subscription rose by more than 5% the Parish Council should consider cost benefit analysis.

The Clerk estimated that unallocated reserves would be approximately £17,000 at year end. The Parish Council agreed that the precept for 2017-18 should be increased by no more than 2% with the option of drawing on reserves as contingency

8. Planning

8.1 Planning applications:

- **S/2811/16/TC Tree works in a Conservation Area, 24 High Street.** The application arrived too late to be included on the agenda. It was agreed to visit the site and to advise the parish council if a meeting was required. **PB**
- Cambridge International School. **CLERK** to check progress on development proposals.

8.2 Planning updates:

- Tree removal 47 High Street. SCDC authorised removal of a dangerous tree.
- **S/2050/16/FL.** Extension of existing hard standing, Perse School playing fields, Newmarket Road. Approved
- **S/2225/16/FL** Demolition and replacement of existing dwelling and garage. The Croft, Church Lane. Approved

8.3 Local Developments

- **Local Development Plan.** The Inspector has published the next schedule of hearings. They will include proposed developments in Sawston.
- **Proposed Housing developments.** The planning application for the site in Great Abington High Street has been agreed. The developments in Linton Road, Great Abington and in Church Lane (Bancroft Farm), Little Abington are pending. An update is expected when Committee for Abington Housing meets on 26 October.
- **Granta Park.** The parish council chairmen met the new on-site director.
 - An application to refurbish and extend the building that is currently occupied by Gilead is in preparation. This will include arrangements for car and cycle parking.
 - Traffic issues and the possibility of opening an exit onto Pampisford Road whilst construction works are in progress were discussed.
- **SCDC Planning Forum 10 Oct.** The Clerk attended on behalf of LAPC.

- SCDC has a new Director of Planning.
- Proposed changes to the information required within planning applications were broadly supported
- SCDC acknowledged there are some weaknesses in existing practices and procedures including communication with parish councils.
- The Parish Council discussed SCDC's intention to move to online consultation on planning applications. Requests from residents to view planning applications are now rare. Although there are some practical considerations, including the availability and quality of projection facilities for meetings in the Abington Institute LAPC supported this change in practice. It was assumed that the blue form would be replaced with a pro forma for online responses. **CLERK** to reply

9. Highways and traffic

- **2016-17 Highways Improvement Scheme.** Public consultation on the proposed layout closes on 9 November. Although the proposal does not meet all expectations, in particular extension of the 30 mph zone along Bourn Bridge Road as far as the International School, the proposed 50 mph limit was welcomed. The Parish Council agreed to support it. It was agreed that the parish council's response should query plans for warning signs for the school including cyclists which was included in the application. The County Council needed to be reminded that the school had agreed to contribute towards the costs.

Cllr Topping joined the meeting at 8:45 pm

- **2017-18 Highways Improvement Scheme application. Speed reduction in village centre.** It was felt that although residents of Little Abington would benefit from improvements in road safety, Great Abington Parish Council, its residents and the school should be involved in the application process. GAPC, working with the school, should take the lead. The Little Abington Speedwatch team is available to support volunteers for evidence gathering and LAPC will assist in drafting the application.

10. Village Environment/Community Engagement

- **Flood awareness and preparation.** There is a low risk of flooding in Little Abington and it would be unlikely to have a major impact on residents. **PB** agreed to complete and return the Environment Agency Flood Awareness scoping survey.
- **Older Peoples Partnership Board.** There were no volunteers. It was agreed to pass the information on to the Forget-Me-Not Club. **CLERK**
- **Ivan Clarks Corner.** Maintenance issues already discussed. There have not been any more complaints about parking.
- **Parking in the village.** The key issues are parking on pavements where it causes obstruction to pedestrians, parking and driving over pavements where there is no dropped kerb and parking on grass verges. It was agreed to keep an eye on the situation.
- **Granta Park noise.** The source of the noise has been located. It is a fan on the TWI site. TWI is considering remedial actions.
- **Parish Energy Day – 29 October.** Plans are underway. There was some concern about public liability and insurance arrangements for trials of E-bikes at the event. Contact Came and Co (insurance brokers). **CLERK**
- **Cycleways.** Work on the route through the Babraham Institute is underway. It should be open by January 2017.

11. Community Hero Awards There are 6 categories. JE proposed Bernie Talbot from Great Abington. C/f to November agenda. **CLERK**

12. Reports from local authority representatives

12.1 Cllr Orgee (South Cambs District Council)

- **Capping.** There is a chance that large parish councils will find their budgets are capped. This will not apply to Little Abington Parish Council.
- **Local Development Plan Inspection.** TO advised the Parish Council to keep an eye on the schedule of hearings.
- **External Audit.** SCDC received an unqualified report.
- **Local Government Electoral Boundary Review.** The review is complete and will take effect from the 2018 election. The Abingtons will fall into the Linton Ward which will have two district councillors. The Balsham ward will have one district councillor so there will be three district councillors who cover communities along the A1307.
- **Devolution.** Decision-making has been delayed by central government.
- **Waste transfer site at Worsted Lodge.** Babraham Parish Council has some concerns about the site, in particular the height of waste piles. TO understands there are proposals to expand the site. A planning application should be due soon. LAPC should be consulted.

12.2 Cllr Topping (Cambs County Council)

- **Winter gritting.** The County Council has published the gritting map. He urged the Parish Council to check that key routes through the village were included.
- Some **community Speedwatch teams** have had difficulty engaging the local police. The Little Abington Speedwatch Team has a good level of police involvement including police presence on a few occasions.
- **A1307/A505 transport hubs.** The follow-up meeting was postponed. The intention is to ensure the development of an aligned transport policy.
- **Local Highways Improvement Scheme.** Cllr Topping emphasised the importance of engaging with the Highways Team as the bid is developed.
- **Housing developments in Uttlesford.** There is a proposal for a development of about 3000 dwellings in Great Chesterford. This could have an impact on traffic near the Abingtons.
- **Devolution.** There are some early discussions about Phase 2 devolution in Cambridgeshire and Peterborough which could include health and social care.

13. Reports from representatives

13.1 Village maintenance. The Clerk reported that, after some discussions about the validity of their quote, CGM have cut the PRVs. They have not returned checklists for some time. It was agreed that the parish councillor who takes on responsibility for the contract should meet them as a matter of urgency.

13.2 Lights, roads and pavements. A faulty streetlight has been replaced in the High Street. The streetlight outside the Old House is now working.

13.3 Trees. A passerby advised the parish council of a potentially hazardous tree at site 25 Cambridge Road. The householder was informed. He has confirmed that he is taking action.

13.4 Police and Crime. The Police Panel met on 18 October. There are concerns about the effectiveness of the new panel arrangements. Their report contains little of any relevance to the Abingtons. There is an opportunity to give your views on police priorities to the new Commissioner on <https://www.surveymonkey.co.uk/r/FKLCWJY>.

13.5 A1307 Committee/Local Forum. See meeting notes. Lucy Frazer MP replied on several points.

13.6 Receipt of reports on meetings attended by LAPC reps:

- **Devolution seminar 21 September.** The Clerk and the Chairman attended a meeting for parish councils chaired by Cllr Topping. It was an interesting debate. There is more to do to ensure an understanding of the process and consequences of devolution. If it is agreed, looking to the future the Clerk queried the expectations for parish councils and whether small parish councils would have the capacity and capability required.

13.7 LAPC representation at forthcoming meetings/events:

- 31 October meeting with Planning Officers about S106. **CLERK**
- 18 Nov Cambridgeshire ACRE Parish Council Conference. No representation
- 30 Nov SCDC Cabinet & Parish Council Liaison. LAPC representation to be agreed

14. Committee Reports

14.1 Institute Management Group. Minutes from meetings held on 16 September and 17 October received.

14.2 Recreation Ground Committee. Next meeting 7 November. The area around the table tennis table is to be reinforced. The play area fencing scheme has been postponed. It is hoped to fund it through S106.

14.3 Committee for Abington Housing. Next meeting 26 October. It is hoped that new 'master plan' documents will be available.

14.4 Liaison meeting. Meeting notes received. Budget recommendations included in 2017-18 draft budget plan.

15. Correspondence.

Items requiring action have been circulated.

16. Any Other Business/ Items for next agenda.

C/f: Co-option of new Parish Councillor. Village Hero awards

The meeting closed at 9.45 pm

**Next meeting Monday 21 November 2016 starting at 7.15 pm
Abington Institute, High Street, Great Abington.**

Signed Parish Council Chairman

Date