

LITTLE ABINGTON PARISH COUNCIL
DRAFT TO BE AGREED AT THE NEXT FULL MEETING OF THE PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on
Monday 26th March 2018 at 7.15 pm in the Abington Institute, Great Abington.

Present. Mr Brunning (Chair), Mr Allum, Ms Pattinson, Mrs Simmons, Mrs Scoffings, Mrs Dalton (Clerk).

In attendance. Cllr Batchelor (for part of meeting), Cllr Orgee (for part of meeting), Mr Ellis (Skype). Three members of the public.

- 1. Apologies for absence.** Mrs Smith. Cllr Orgee (for late arrival). Mr Ellis was in attendance via Skype.

The Chairman agreed to change the agenda order to bring public participation forward and to allow Cllr Batchelor to attend another meeting.

5 PUBLIC PARTICIPATION

5.1 Road Safety Newmarket Road and Fourwentways

Dr Kumar was concerned about safety at the junction of Newmarket Road and Bourn Bridge Road at the Cambridge International School. Turning right in rush hour is dangerous because the hedge and the bend in the road obstruct views and traffic exceeds the 50mph speed limit. It is worse when the school bus is outside the school.

He was also concerned about road safety at Fourwentways. Lorries frequently park there. He had photographed an example of double parking blocking the road and he had seen dangerous manoeuvres being carried out. It presents a danger for local drivers trying to negotiate the roundabout and for drivers who park on the roundabout and walk across to the petrol station or the Little Chef. The Chairman said the Parish Council was trying to set up a site meeting with the Highways Team from the County Council and he would be happy to invite Dr Kumar to attend.

5.2 Access to Granta Park

Mr and Mrs Snell requested an update on progress in reinstating access to Granta Park for local residents. Mr Snell was aware of anger and frustration within the village at the apparent lack of progress and failure to communicate with residents. This is being made worse now that some residents have access to the gym because family members are employees. The arrangement for local residents to access the site via the main gate is impractical. Mr Snell asked when the barrier across the Old Coach Road would be removed.

He wanted to know when the footpath up to the land settlement would be reinstated. This was proposed at the public meeting in September. He felt Granta Park had not kept promises made about permitting access when planning permission was granted some years ago. In his view, if there are problems with site security, this should be addressed by improving the security of buildings, not by closing the entire site. The chairman advised that he and the chairman of Great Abington Parish Council had met several times with senior team members of Biomed Realty and TWI. The Access Working Group established following the public meeting in September had met once. It was agreed communication with residents needed to improve.

- 2. Minutes of the meeting held on 26 February 2018.** Agreed. It was noted that the numbering needed to be reviewed.

3. Matters arising not on the agenda.

- **Parish Councillor Training.** Clerk to pursue through CAPALC and LCPAS. **CLERK**
- **Grit bins.** Invoice for bin at Ivan Clarks Corner awaited. All the grit bins in the village have been used this winter.
- **Tree works 28,30 and 32 High Street.** Residents had raised some concerns about the accuracy of this application. The SCDC Trees and Landscape Team had visited the site and they were satisfied with the application.
- **SCDC Planning Forum on 21 February.** The meeting notes and associated documents were still awaited.
- **Antisocial parking.** This was included in the most recent edition of the village newsletter. The Parish Council will follow up as necessary. **CLERK**
- **Speedwatch.** The new sites have been coded. The Clerk has invoiced Ickleton PC for loan of the equipment.
- **The annual litter pick** was postponed due to bad weather. It has been rearranged for 7 April. Mrs Scoffings will coordinate in the Clerk's absence.
- **Parish nurse project.** Two members of the team will attend the Annual Parish Meeting.
- **Tree Warden Network.** There was no response to the Clerk's follow-up. An alternative contact was considered. **CLERK**
- **Meeting with Highways Team about Fourwentways.** Date to be agreed. **CLERK**
- **Stiles on public footpath on meadow behind Bancroft Farm.** The landowner acknowledged receipt of the Clerk's message about the dangerous stile.
- **Litter at Fourwentways.** The Clerk understood that the SCDC Enforcement Officer had visited. His feedback was awaited.

4. Declarations of interest. None for items on the agenda.**9. Report from Cllr Batchelor (Cambs County Council)**

Councillor Batchelor's report was discussed. The key points were:

- **The public consultation on the A1307 /South East Cambridge Transport Study** closes on April 9. Cllr Batchelor was aware of objections to some of the proposals.
- **Park-and-ride parking charges** will cease from 1 April. Stagecoach plans to increase bus fares.
- **Charging for the use of computers in libraries.** The scheme will be trialled for 6 months There was some concern that people with the greatest need could be deprived of an important facility. The Clerk noted that although the Abington Institute has publicly accessible Wi-Fi, a computer is no longer available for public use.
- **The Haverhill Area Forum** meeting in March was postponed. HB agreed to send the Clerk a contact name so that LAPC could ensure it is invited to any future meetings.

Cllr left Batchelor left the meeting at 8:05pm

6. Finance and compliance**6.1 Receipts** Nil**6.2 Payments**

SP proposed and SS seconded payment of all items on the agenda except the grit bin at Ivan Clarks Corner. This was unanimously agreed.

Mrs G Dalton Clerk. March STO	£	241.90
Mrs G Dalton additional hours - document management and GDPR preparation.	£	316.02

Mrs G Dalton Clerk expenses	£	84.55
HMRC PAYE Q4	£	260.20
CGM monthly payment. February 2018	VAT £ 44.76	£ 268.55
CGM monthly payment. March 2018	VAT £ 44.76	£ 268.55
CAPALC GDPR workshop 16 March	£	35.00
	TOTAL	£ 1474.77

6.3 Finance report:

Balances year-to-date.

	TOTAL	Current	Cambridge Building Society
Opening per bank statement	£ 25,381.37	£10,320.07	£15,061.30
Balances at close of meeting	£ 23,695.40	£ 8,634.10	£15,061.30

Note: Bank statement does not include uncleared cheques

Month 11 financial summary. Parish Council has not been invoiced for the cost of street lighting. Other than that, the financial position at year end is expected to be close to plan.

6.4 Compliance

- **New Audit Regime.** Guidance is still awaited.
- **2017-18 audit arrangements.** Pending publication of guidance about the new arrangements the Clerk recommended that Mr Gutteridge should be appointed to carry out the internal audit. This was agreed. She also recommended that both Parish Councils should consider appointing him as the internal auditor for the Abington Recreation Ground Committee. This was also agreed. **CLERK**
- **General Data Protection Regulations (GDPR).** The Clerk attended a CAPALC workshop on GDPR. Her notes and recommendations were considered. Advice from CAPALC and LCPAS is still contradictory. LCPAS is offering a suite of model documents for £30.00. CAPALC promised to send an online version of the new NALC toolkit that was handed out at the workshop. It was agreed the Clerk would review it and advise the Parish Council of any need to purchase model documents. A key action is to complete an action plan to demonstrate the process for implementing the new guidance **CLERK**

6.5 Abington Recreation Ground Committee Terms of Reference.

LAPC agreed the terms of reference. It was agreed the Committee should seek approval for its plans via Parish Council Liaison Meetings and the annual reporting process.

6.6 Parish Council elections.

The election has been advertised as legally required. Mrs Scoffings had decided not to stand for election. SCDC must receive nomination forms by 4:00pm on April 6.

7. Planning

7.1 Planning applications:

- **S/0881/18/FL Petrol filling station, Shell Four Went Ways.** Replacement sales building, additional customer parking, new bin store, 2 new charge point, new shop fascia sign. The Parish Council had no objections to this planning application but it was agreed that it should be referred to the SCDC Planning Committee because of concerns about litter, public health, road safety and opportunities to enhance the design of the site. It was also an opportunity to raise concerns about conditions at Fourwentways to the planning authority and to encourage collaboration between

the district and the county council. 24/7 access to toilets and washroom facilities, free of charge and maintained by Shell, was suggested .

7.2 Planning decisions and amendments

- **S/4099/17/OL Outline planning application for development of an AgriTech technology park.** SCDC refused the application.
- **S/008//18/LD. 35 Church Lane wall repairs.** The application for Lawful Development was refused due to concerns about changes to the curtilage of a listed building.

7.3 Local Developments

- **Consultation on Great Abington Neighbourhood Plan.** LAPC supported the proposed Neighbourhood Plan for the former Land Settlement Association Estate in Great Abington. It was felt that if adopted it would ensure a consistent approach to planning and development control whilst maintaining important historical, design and environmental characteristics of the former LSA.
- **Local Development Plan.** No updates

9. Report from Cllr Orgee

Councillor Orgee's report was discussed. Of note:

- **13 dwellings on Linton Road, Great Abington.** Planning permission granted
- **Uttlesford Draft Local Plan.** Discussions continue. There will be further public consultation in the summer.
- **A1307.** Cllr Orgee attended the meeting with Lucy Frazer MP about proposals for developments in Haverhill led by the local Chamber of Commerce and their impact on communities on the route of the A1307.
- **Enforcement.** Cllr Orgee advised LAPC of an issue. Details will be available after the Planning Committee meeting.

10. Highways and traffic

- **2018-19 Local Highways Improvement scheme.** The Abingtons' application was not successful. It was agreed to find out how best to proceed with some of the smaller initiatives included in the application such as *children playing* signs at Ivan Clarks Corner and gates on Bourn Bridge Road. **PB**
- **City Deal/ A1307 LLF Southeast Cambridge Transport Study public consultation.** The proposals were discussed. Key points were
 - Support for strategy 1 and improving cycle routes.
 - Objections to a Park & Ride site in Abington and restricting right turn from Linton High Street
 - Concerns about lack of strategic plan for reducing traffic volumes to and from Haverhill and about cost effectiveness of some of the proposals e.g. underpass at Wandlebury and eastbound bus lane at Fourwentways.
- **Proposals for the creation of a Major Road Network.** This document was submitted to government by the Haverhill Chamber of Commerce. Cllr Orgee said the proposals were of limited strategic importance and the cost benefit ratios were too low for them to be given serious consideration.
- **The 13 bus** timetable changes in the middle of April. **CLERK** notices in bus shelters.

11. Village Environment/community engagement

- **Access to Granta Park.** See public participation
- **Granta Park - Noise pollution.** Ongoing. Residents will be encouraged to log noise.
- **Agenda and reporting for Annual Parish Meeting.** The agenda was agreed. Improving community participation was discussed. Refreshments to be provided.

12. Meetings and representation.

- **Feedback from meetings attended by LAPC reps not elsewhere on agenda.**
 - Mrs Smith sent a briefing note about the A1307 meeting with Lucy Frazer,MP.
 - LAPC was not represented at the CAPALC EGM on 22 March. Their constitution did not permit the Clerk to attend.
- **Forward Planning.** No meetings advertised.

13. Committee Reports

13.1 Institute Management Group. Meeting notes from January 2018 were received.

13.2 Recreation Ground Committee. Notes from the meetings held in January and March awaited. 2018-19 insurance arrangements were agreed at the March meeting.

13.3 Committee for Abington Housing. The group has not met.

14. Reports from representatives

14.1 Village maintenance contract. No updates

14.2 Lights, roads and pavements.

- **Unresolved fault reports:** broken name sign top of High Street, pothole in gutter-hazard for cyclists - Cambridge Road; condition of road surfaces in West Field, Church Lane and Church Close; dead tree overhanging the highway on Newmarket Road.
- **Street lighting.** Several streetlights in Ivan Clark's Corner are not working.
- **Footpaths.** The Clerk had a complaint about the condition of Millennium Footpath. She had explained it would be repaired when the weather improved.
- **Pavements and verges.** The grass verge at the top of the High Street has been badly damaged by parking

14.3 Trees.. Nil

14.4 Police. The Clerk has reported an abandoned car in Church Lane to the police.

15. Correspondence.

Items requiring action have been addressed and items for information are on circulation.

16. Any Other Business/ Items for next agenda.

- Items for village newsletter: Granta Park noise pollution, Annual Parish meeting
- Carry Forward: Granta Park access and noise pollution. Fourwentways, Newmarket Road safety.

The meeting closed at 10:00 pm

Next meetings

**Monday 23 April 2018 at 7:00 pm. Followed by Annual Parish Meeting at 8:00 PM
Abington Institute, High Street, Great Abington.**

Annual Meeting of the Parish Council Monday 21 May 2018 at 7:15pm.

Signed by Parish Council Chairman

Date