

Great Abington Parish Council
Clerk: Mrs. PM Harper
17 Lewis Crescent, Great Abington, Cambridge CB21 6AG

A video conference Parish Council AGM meeting was held on Monday 20th July 2020 using zoom. Parishioners were invited to attend the meeting via zoom using the website (zoom.us) with the access details advertised on the agenda. Email/contact details were advertised to enable residents to ask questions before the meeting.

Present: Bernie Talbot, Jane Bowen, Jill Carter, Stephen McDonnell, Tony Orgee, Emma Pery, District Councillor and County Councillor Henry Batchelor, the Clerk and 4 members of the public.

Meeting started at 7.15pm

19. Open Forum – No members of the public raised any concerns. Emma Pery asked to speak as a member of the public to express concern that the wooded area owned by Mr and Mrs Tredgett may be cut down by any new owners. She explained that she had sought advice from the SCDC Trees Officer. Emma Pery said she would seek funding with a possibly view to the Parish Council trying to purchase the wooded area. **Action: Bernie Talbot** to speak with Mr and Mrs Tredgett about purchasing the wood to safeguard the trees. The Council may consider applying for an Asset of Community Value from SCDC.

20. Apologies – District Councillor John Batchelor

21. Approval of minutes for meetings held on 18th May and a planning meeting held on 22nd June 2020- the minutes were approved and would be signed by the Chairman.

22. Declaration of Interests – Jill Carter declared that her husband had been giving the Council legal advice for item 28d.

23. Report from District Council & County Council Henry Batchelor –separate report circulated.

Councillor Henry Batchelor gave a report on behalf of himself and Councillor John Batchelor.

He reported that the preferred site of the new P&R was the other side of the A11 to Abington, closer to Babraham. The preferred off-road metro route would go via Shelford, Sawston and Stapleford enter Cambridge via the new Cambridge South station at Addenbrookes. The proposed Linton bus lane was due to start 150/200m east from the BP garage and would end at the Hadstock Road turning in Linton.

The next A1307 Local Forum meeting to discuss improvement to the A1307 was to be held on 21st July at the Biomedical Campus. No one was able to attend the last meeting of the Local Forum where it was agreed to object to the proposed busway into Linton that would only benefit three buses a day, saving them 2 minutes travel time and costing £1.2 million. Bernie Talbot asked the Council if would agree that he could sign a letter on behalf of the Council along with other local Parish Councils opposing this costly improvement; Councillors agreed that this would be appropriate. Tony Orgee said that he had raised this matter with the Greater Cambridge Partnership as Chairman of the Local Forum.

The closing date for the Local Highway Initiative applications was 21st September.

Jane Bowen explained that during the Area 1 Planning meeting she attended with Emma Pery they had used the Planning portal and she saw that some comments shown on-line named the

correspondent and gave their addressees. **Action: Henry Batchelor** to highlight the concern with the Planning Team.

Henry Batchelor left the meeting.

24 Report from District Council John Batchelor- separate report sent.

Councillor Henry Batchelor gave a report on behalf of himself and Councillor John Batchelor under item 23.

25. Planning – separate sheet for applications considered.

Applications considered:

Reference: 20/02597/FUL - Land At 61 North Road

Proposal: Erection of a 3-bedroom detached dwelling house with basement to replace existing piggery

Councillors acknowledged the principle of building a dwelling on the site, but felt that the design and materials are not in keeping with the street scene. The applications stated that black timber matched the local area, but although there have been two new black timber structures, these are not typical of the area and would not sit well in the environment and are out of keeping with the street scene. The proposed new dwelling would not be subservient in height to the original dwelling, therefore not compliant, with the Neighbourhood Plan. The proposed entrance to the dwelling site was in an existing passing bay, which was not appropriate on this single-track road. The Parish Council requested that a condition of consent be that passing bays are not used by construction vehicles during the construction of the dwelling and that enough space be created on site for construction traffic to park on the site of the building work.

The Council objected to the planning application.

Reference: 20/02411/HFUL - 5 Magna Close

Amendment to proposal: Single storey front porch extension, first floor side and loft extension with rear dormer windows and rooflight

The Council supported the amendment

26. Finance

a) Payment Authorisation – The Clerk explained that an additional payment of £14.39 for the monthly zoom usage would be made to the Clerk. **The payment in the table below were authorised unanimously by Councillors.**

b) Income – a quarter of the precept £3,000

c) Approval to open current account with Unity Bank and complete application forms (leaving £100 in existing account)? The Clerk highlighted that there was a monthly charge of £6 to have an account with Unity bank. **Bernie Talbot proposed the Council open a current account with Unity bank, leaving £100 in the Barclays account, which was seconded by Tony Orgee, with the support of all Councillors.** **Action :** Clerk to complete the application and get it signed by Councillors.

Payment authorised by Councillors:

101246	Mike Gutteridge	Internal Audit	£325.00
101247	Anton King	Defibrillator supplies	£78.95

101248	Paula Harper	Net pay June & July 2020 – (tax code BR) + £6.40 underpaid in 07/19	£446.04
101249	HMRC	Tax for June £55.00 & tax For July £55.00	£110.00
101250	Hildersham Parochial Church Council	Parish Nurse -second payment	£1000.00
101251	Glenn Broad	Cut churchyard grass -25/06/20	£49.00
101252	Paula Harper	Zoom monthly charge	£14.39

d) The annual return Annual Governance Statement (Section 1) was completed. The annual return Accounting Statements (Section 2) was completed. **Tony Orgee proposed that the Council authorise the completion and signing of both these documents, which was seconded by Jane Bowen, with the support of all Councillors.**

e) The public inspection period for the audit was from 15th June – 24th July.

f) The Finance working party met remotely to discuss the Internal Auditors report, check payments against the bank statements and cheque stubs. The financial statement and bank reconciliation had been sent to Councillors. **Action: Bernie Talbot** to sign/authorise the circulated bank reconciliation.

g) Haven Power - Direct Debit payments being deducted. The Clerk has sought clarification on how the invoice was made up.

h) NALC pay increase from April 2019 for Clerk SCP20 – from £10.301/hr to £10.57/hr. **Bernie Talbot proposed that the Clerk adopt this new pay increase, which was seconded by Tony Orgee , with the support of all Councillors.**

Bank balances as at 30th July 2020:

Community Account - £4,054.68

Business Interest - £29,640.53

Active Saver Account (s106 funds) – £53,750.88

27. Review Internal Auditors Report

a) Suggestion that the budget be amended by reducing earmarked funds for footpath repairs to £1k (from £3k), adding £1k for pandemic requirements to make the unallocated reserves +£569. **Jill Carter proposed that the Council amend its budget as suggested, which was seconded by Emma Pery with the support of all Councillors.**

b) VAT had been reclaimed (£398)

c) Council investigating opening a new current account for e-banking – see item 26c.

d) All agendas and minutes (including draft versions) were now on the website.

e) Policies being reviewed, updated and adopted at each meeting.

f) Institute receipt for section 106 funds had been received.

g) Risk Policy and Statement of Internal Control reviewed and updated at May meeting.

h) Adjustment to Clerk's pay of +£6.40 underpaid from calculation of back pay from July 2019, see payment table above.

i) At least twice-yearly inspection of assets recommended, next inspection in November.

j) Authorised/signed bank reconciliation at each meeting recommended, to start from this meeting.

28. Actions from the last meeting

- a) Quote to repair planter - £400-500. It was agreed that the cost was too high to fit the planter and **Jill Carter proposed that both planters be removed, which was seconded by Emma Pery with the support of all Councillors at a cost of up to £500.** Action : Clerk to arrange removal of flowerbeds after contacted David Hefford and Fiona Snell to thank them for their work planting and maintaining the flowerbeds. Bernie Talbot explained that to plant a tree/shrub/wild flowers on the verge required a license which was not likely to be granted.
- b) Two new dog waste bins ordered for High Street & Pampisford Road. Action : Clerk to chase up again when they would be installed.
- c) Highway Dept contacted again about three trees on A1307 verge, adjacent to Abington Lodge, requiring attention. Action: Clerk to chase up again

Jill Carter declared an interest in the next item as her husband is the Council's solicitor.

d) Update on the transfer of the several small parcels of land from Hill Residential to the Parish Council. Work had progressed with the agreement to transfer the play area and two parking bays in Moorefield to Council ownership. In Larkfield the Council would eventually take ownership of the play area, the orchard and a strip of opposite the show home with (dead) trees on. Bernie Talbot had contacted Hill about replacing these trees and had asked if the existing tap for the site office, on the orchard land, could be offered to the Council.

Tony Orgee proposed that Bernie Talbot sign both these agreements (which would be circulated to Councillors beforehand) on behalf of the Parish Council, which was seconded by Emma Pery, with the support of all Councillors. It was noted that the play equipment had been installed but had been taped off.

e) Meeting with Traffic Management Officer to discuss 20 mph limit through villages and limiting access along parts of Pampisford Road. Three Councillors met with Josh Rutherford of the Highway Dept. He agreed to set up three speed detector boxes to gather data to assist him come up with a proposal. Making the length of Pampisford Road entirely a one-way route was unacceptable because of the bus service. Suggestions from residents had been forwarded to Josh. The aim was to stop the 'rat run' traffic from the Linton direction. A 'no through road' sign at the top of the High Street and Pampisford Road access through Cutting Road were suggestions for consideration. It was agreed traffic was unlikely to use Cutting Road/North Road as a short cut. Any scheme would be open to public consultation. Funds were available for such cycle-friendly schemes.

Action Jane Bowen to forward her suggestion to Josh Rutherford, for the potentially un-used road lane to become a cycleway.

Josh Rutherford agreed to make his colleagues aware of how dangerous the footpath crossing of the A1307 was by the Kennels.

29. Actions required due to pandemic

a) An elderly resident was reported as saying how fantastic the Love Abington volunteers had been helping residents. Action: Jill Carter to forward information from the library service about them opening to the Love Abington Group and the possible requirement for assistance returning books, some self-isolating residents may have.

30. Update Code of Conduct, Equality and Diversity Policy and Financial Regulations

a) **There had been no major changes to the Code of Conduct and Equality and Diversity which were adopted by a proposal from Stephen McDonnell, which was seconded by**

Tony Orgee, with the support of all Councillors. Action: Clerk to circulate the amended Financial Regulations

Bernie Talbot declared an interest in item 31a, as Chairman of the Institute Management Committee.

31. Items raised by Councillors

a) Request from the Institute Committee for funding to refurbish the terrace room. Bernie Talbot explained that the timber and glass walls of the terrace were rotten and needed replacing, and the quote received for the work had been £17,000 (more were outstanding). The wording for the section 106 agreement for the funds for the Institute from the Larkfield development meant they couldn't be used for this work, without the agreement being amended. Bernie Talbot said that the Institute would pay the costs to get the section 106 agreement amended for the £23,000 from the Larkfield development. **Tony Orgee proposal getting the section 106 agreement amended to enable the funds to be used to repair the terrace walls, which was seconded by Stephen McDonnell, with the support of all Councillors.** Action: Bernie Talbot to sort out the amended wording for the section 106 agreement.

b) Approval of quote to cut & remove shrubs at entrance to Magna Close (£45) and cut the grass verges at entrance to Magna Close and Moorefield £49 + £20 to remove grass. **Bernie Talbot proposal getting the shrubs cut back and authorising the Clerk to get the grass cut once between now and September, which was seconded by Tony Orgee, with the support of all Councillors.**

c) Broadband – A group of local villages were part of a scheme, sponsored by Aviva, to get high speed broadband – Action: Jane Bowen to find out more.

d) Approval of species of 3 x new trees for Magna Close green and setting of approved budget for this. **Jill Carter proposal the purchase of three larger trees (one oak & two rowen trees) up to the value of £569, which was seconded by Bernie Talbot, with the support of all Councillors.** Bernie Talbot informed the Council that a local resident had volunteered to contribute £100 towards the trees in memory of her brother.

e) Consider a request to authorise the purchase of a secure E- bike cabinet costing £500-£550 **Bernie Talbot proposal that up to £300 be spent on the purchase of E-bike cabinet, which was seconded by Jill Carter, with the support of all Councillors.**

f) Update and consultation on the second round of the Zero Carbon Communities. Emma Pery informed the meeting that funds were available to encourage cycling, communities facilities and for trees and the environment. The deadline to apply was 30th September. Bernie Talbot explained that the Institute Committee had explored an air source heat pump, but had decided that it would be too noisy. Battery storage of energy from the Institute's solar panels was something that would be investigated.

Jill Carter proposed supporting applying for further funding for the E-bike scheme, as the contract with the E-bike company would only be for one year and the management of the cycle hire (£8/24 hours) would be dealt with by a service provider; **the proposal was unanimously supported by Councillors.**

g) 'Abingtons & Hildersham News' publication – A meeting with representatives from the three villages/Councils was planned to take place on 29th July to discuss the format for future and funding printing issues with or without advertising (est cost £1,220pa for Great Abington). **Tony Orgee proposed that Great Abington Council spend up to £500 on the printing of the Abingtons & Hildersham News to the year end, which was seconded by Emma Pery, with the support of all Councillors**

h) Create a dedicated Parish Council email address. The Clerk suggested creating a dedicated Parish Council email address which was supported by Councillors – **Action Clerk** to create new email address.

32. Report from the Recreation Ground

a) The quotes for the zipwire would be revisited as the section 106 funds had been received. . Signage for the play area had been organised by Emma Pery and holes had been filled in. Quotations for a pump track would be sought from new suppliers, as the existing designers had been unresponsive.

33. Sign indemnity for Section 106 funds.

a) This indemnity was for funding to build a zip wire. **Councillors agreed unanimously that Bernie Talbot and Tony Orgee would sign the agreements on behalf of the Council.**

34. Correspondence

a.) Email from SCDC Planning Dept consulting on the new way of notifying Councils of new planning applications. **Action Clerk** to respond with her concerns about notification of applications.

b) SCDC - Survey about Green Infrastructure in our parish – deadline 27/7 **Action: Clerk** to circulate again and **Bernie Talbot** to respond.

c) Emails about the possible options to change access to Pampisford Road from Mark Lunn and Paddy Keane had been circulated.

d) Email about the uncut verges at the entrance to Magna Close. Discussed under item 31b

35. Next meeting's agenda on 21st September.

Financial Regulations, Talk to CCC about verge cutting, Planning meeting to be held on 27th July including discussing LAPC LHI application for parking restrictions at Fourwentways.

Meeting finished at 10.00pm

Clerk: Mrs. PM Harper
17 Lewis Crescent, Great Abington, Cambridge CB21 6AG

Email: harper802@btinternet.com

Tel: 01223 892000

Planning applications/appeals considered by the Parish Council and decisions made by the District Council

Parish Council decisions:

Ref 20/02104/HFUL – Mr J. Tilley, 45 North Road – Cart-shed to provide garaging for 2 vehicles with south facing solar roof.

Parish Council recommended approval on 22/06/20

Ref. 20/02412/OUT - Mr & Mrs Searle, Land at 9 Chalky Road – Outline permission for a dwelling with all matters reserved

Parish Council recommended approval on 22/06/20

Ref. 20/02408/FUL – Ms Ruth Cloherty, 100 High Street – Demolition of garage and the erection of a two and a half storey dwelling.

Parish Council recommended refusal on 22/06/20

Ref. 20/02411/HFUL – Ms Emma Smith, 5 Magna Close – Front porch extension, first floor side and loft extension with rear dormer windows & rooflight.

Parish Council recommended approval on 22/06/20

Ref. 20/02099/HFUL – Mr Edward Byatt, 34 South Road – Erection of four car domestic garage, car port, home office & terraced area.

Parish Council recommended refusal on 22/06/20

Ref. 20/02220/S73 - Mr R.J. Richards 21A South Road – Removal of condition 1 (occupier) of planning permission S/0759/95/F.

Parish Council recommended refusal on 22/06/20

Appeal

Ref. APP/WO530/W/203248571(S/4358/19/FL) - Mr P Harding, 44C North Road – Erection of a new dwelling to replace barn (has Class Q prior approval – S/0843/19/PA).

Parish Council felt previous comments should stand at the appeal.

District Council decisions:

S/1213/19/RM - Land Rear Of Strawberry Farm Pampisford Road

Application for approval of reserved matters for appearance landscaping layout & scale following outline planning permission S/1433/16/OL for the erection of 8 dwellings including housing provision landscaping and associated infrastructure.

Parish Council recommended refusal on 21/10/19

District Council refused on 03/06/2020

Ref. 20/02408/FUL – Ms Ruth Cloherty,100 High Street – Demolition of garage and the erection of a two and a half storey dwelling.

Parish Council recommended refusal on 22/06/20

District Council refused on 13/07/2020

S/3715/19/FL- Mr A. Carter, 33A Magna Close – Rear dormer extension –

Parish Council recommended refusal on 13/01/2020

District Council notified application withdrawn 16/07/2020.

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Planning applications/appeals considered by the Parish Council and decisions made by the District Council

District Council decisions:

S/4483//19/OL- Mr & Mrs Baldip Singh, 48 North Road – Outline permission with all matters reserved for a new dwelling.

Parish Council recommended approval on 20.01.20

District Council approved 18/03/20

20/01670/HFUL- Mr & Mrs Bjorn Krylander, 76 High Street- change to increase the pitch of the roof & increase the height to walls, install solar panels on roof, change garage windows & side door.....

Parish Council recommended approval on 20.04.20

District Council approved 29/04/20

