

# Great Abington Parish Council

MEETING BY TELEPHONE CONFERENCE

On Monday 30<sup>th</sup> March 2020

**Parishioners were asked to email or telephone the Clerk with any comments or questions they wished to have discussed at the meeting.**

**Meeting started at 7.15pm**

**98. Open Forum-** an email had been received from a resident at Moorefield expressing concern that an access point to the field was being created by walkers using a gap in the hedge to enter Moorefield. The widening gap may become large enough for vehicles to gain access to the field. **Action: Bernie Talbot** to email the landowner.

**99. Apologies** – there were no apologies

**100. Approval of the minutes for last meetings on 20th January 2020** – the minutes were approved and would be signed by the Chairman

**101. Declarations of interest or dispensations** under section 33 (1) of the Localism Act and the basis is set out under section 33(2)? Liz Sainsbury (neighbour) and Louise Patten (father's home opposite) declared an interest in the planning application to be considered at the meeting under item 104a.

**102. Report from District Councillor and County Councillor Henry Batchelor -email report sent**

The Covid 19 virus threat had stopped all District Council and County Council meetings, with many staff working from home. Legislation to authorise decisions being made at virtual meeting held by councils was expected later in the week.

The District Council was asking everyone to continue paying their council tax; they would look at hardship cases individually. The County Council had established an on-line hub of registered volunteers available to assist individuals in need of help.

**103. Report from District Councillor John Batchelor -email report sent**

At the District Council, Sarah Grove, was co-ordinating activities for our area and would direct individuals to the local volunteer groups in the villages; she had been in contact with the Clerk about the volunteer groups in Great Abington and Hildersham. The District Council had funds to assist local businesses with business tax. Planning applications were still being processed, officers were making decisions but no planning committee meetings were being held, until government legislation had been passed.

**Louise Patten and Liz Sainsbury did not participate in the following planning application discussion/decision**

**104. Planning**

a) Consideration of planning application:

Ref: A20/01670/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 etc  
Councillors agreed to recommend that the application be approved; Jane Bowen abstained.

**Parishioners were invited to contact the Clerk if they had any comments to share about the planning application at the meeting.**

b) A Planning Appeal has been made about an application at 7 Chalky Road- new dwelling. Does the Parish Council wish to make any additional comments? **Bernie Talbot proposed that the council send no further comments to the Appeal, which was seconded by Pennie Zimmern, with the support of all councillors.**

c) Report on briefing session from James Snell and Laragh Homes about the Linton Road development - this had been emailed to councillors before the meeting.

d) **Planning applications/appeals considered by the Parish Council since the January meeting and decisions made by the District Council on separate sheet**

**105. Insurance Policy Renewal**

The policy has been checked by the Chairman and the Clerk to ensure that it covered all the Council's requirements. **Payment of the policy was (retrospectively) proposed by Bernie Talbot and seconded by Emma Pery, with the support of all councillors.**

## 106. Finance

- a) Income: Funds of £2055.00 for E-bike had been received.
- b) Update on councillor access to accounts, both Emma and Tony are able to sign cheques but did not have internet access. Bernie Talbot said that he did not have internet access. **Action Clerk** to start applications for all three councillors to have internet access.
- c) A finance update had been emailed to councillors. There were no queries about it.
- d) **Retrospective authorisation of items:**
- i) Glyn Mutton of Hill contacted Bernie to offer an Open Space commuted sum of £24,144 for maintenance of Larkfield open spaces; this is the figure after £4,341.50 for the Parish Council specified play area surface had been deducted, **Pennie Zimmern proposed that the council accept these funds which was seconded by Tony Orgee, with the support of all councillors.**
- ii) Purchase of the Norton anti-virus lap top protection - £5.63 **Louise Patten proposed that the council authorise this payment, which was seconded by Emma Pery with the support of all councillors.**
- iii) Moles pest control in churchyard authorisation- £80 **Louise Patten proposed that the council authorise this payment, which was seconded by Emma Pery with the support of all councillors with the exception of Tony Orgee who declared an interest as Glenn Broad was his gardener.**
- iv) Purchase of the Norton anti-virus lap top protection - £5.63 **Louise Patten proposed that the council authorise this payment, which was seconded by Emma Pery with the support of all councillors.**

**Tony Orgee declared an interest as Glenn Broad did gardening work for him.**

- v) Churchyard hedge cutting, once the nesting season is over **Bernie Talbot proposed that the council authorise this payment up to £80, which was seconded by Pennie Zimmern with the support of all councillors.**

### Payment to be authorised by councillors:

101230	Cambridgeshire County Council	Pedestrian lighting	£881.66
101231	Little Abington PC	Village Website	£38.56
101232	Great Chesterford Parish Council	Donation to oppose new village	£3,000.00
101233	Paula Harper	Pay Feb & Mar 2020 – no tax	£535.64
101234	Glenn Broad	Churchyard grass- inv 20/03/2020	£49.00
101235	Paula Harper	Norton anti-virus (£5.63) & ink.(£7.55)	£13.18
101236	R.Daniels	Churchyard mole control	£80.00
101237	LAPC	Part of the village website costs	£44.00
101238	Paula Harper	First months use of 'zoom' video conferencing	£14.39

- e) Authorization of payments - **Emma Pery proposed that the above payment be approved which was seconded by Jane Bowen, with the support of all councillors.**

Decide whether the council wished to renew membership to CAPALC at £351.73; **Bernie Talbot proposed that the council renew membership to CAPALC which was seconded by Tony Orgee with the support of all councillors.**

- f) Bank balances as at 28<sup>th</sup> February 2020:

Community Account - £4,801.913

Business Interest - £29,623.06

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

- g) The Chairman of Great Chesterford Parish Council forwarded details of the costs incurred opposing the new town and the donations they had received to cover this expenditure. The £3,000 donation previously agreed by the Council in November was posted to the Parish Clerk of Great Chesterford Parish Council.
- h) Can councillors confirm that they agree to this council funding part of the cost of printing the 'Abingtons & Hildersham News at £192, as per Valerie Silvey's email? It was agreed that this would be discussed under item 108d.

## 107. Actions from the last meeting

- a) Request for two new dog bins and bag dispensers on bins. **Liz Sainsbury proposed that the council buy two Glasdon Retriever 50 dog poo bins at £548.40/each and fund the weekly emptying of the bins at £3/each week, which was seconded by Emma Pery, with the support of all councillors.** Action Clerk to order bins.
- b) Highway Dept contacted about three trees on A1307 verge, adjacent to Abington Lodge, requiring attention and the overgrown drain on the High Street. Action **Bernie Talbot and Clerk** to contact the Highway Department.
- c) Approaching South Cambs. District Council regarding an overview of the former LSA in relation to buildings without planning permission. Action: **Bernie Talbot** to continue following up with the Planning Dept and to try to get a response about the Planning Enforcement issue raised by the council.
- d) Further letter written to householders who took no action about overgrown hedges. Action: **Bernie Talbot** to check which households had not cut back hedges and then the Clerk would write to them requesting work be done after the nesting season and advising them if no work was done by the end of September, matters would be passed to the County Council.
- e) Letter written to residents at 6 Meadow Walk about tree shading the light in Meadow Walk/.Magna Close path. No response had been received; **Bernie Talbot** to check to see if the tree had been cut back.
- f) Royal Mail told the Clerk that the Pampisford Mail Box has been stolen. Action : **Clerk** to chase up when a replacement post box would be installed.
- g) Parish Nurse Scheme directory – suggestions requested from the council on accuracy, how it could be distributed, how frequently it should be updated and for the council to nominate a point of contact. Comments would be forwarded once the document had been seen by all councillors.
- h) Update on suggestion that some trees be planted in Magna Close. Action: **Emma Pery** to select a species of trees to be planted on the land, as the District Council had given permission for them to be planted.

#### **108. How the Parish Council carries out its work during this time:**

- a) Council to agree what powers are delegated to the Clerk, Chairman and vice Chairman, should it be required. **Bernie Talbot proposed that the sum of £1000 be allocated to fund any required expenditure to assist the community during the current pandemic, which was seconded by Jane Bowen, with the support of all councillors and that these funds could be allocated by Clerk, Chairman and vice Chairman**
- b) To consider the purchase of a dedicated mobile phone and agreed the answer message to be used when it is unable to be answered. Action: **Jane Bowen** to establish whether a pay-as-you-go phone or contract was the best option. **Liz Sainsbury proposed that up to £200 be spent on the phone which was seconded by Pennie Zimmern, with the support of all councillors.** The wording for the phone message had been agreed on email,
- c) To agree the format of non-face-to-face Parish Council meetings and how to keep parishioners informed. Councillors agreed to await the new legislation and to continue using 'zoom'.
- d) Was there any further action councillors felt this council could take to assist residents who were self-isolating? Councillors agreed that the personal protective equipment (PPE) required for volunteers delivering item (including supplies from the village shop) to villagers could be funded from the £1000 agreed earlier under item 108a. Love Abington volunteer group had asked the Parish Councils to fund the printing of the two lots of leaflets delivered to households; Great Abingtons share was £90. Valerie Silvey had requested that the three Parish Council fund the printing of the April 2020 edition of the Abington & Hildersham News which was £192. **Tony Orgee proposed that the council pay for the magazines from council funds, which was seconded by Louise Patten, with the support of all councillors.**

There were plans to set up a food bank to assist struggling families, which is complex undertaking, but would be supported by an existing organization. The council hoped to be able to assist with supporting the infrastructure of this venture. Action: **Clerk** to establish what powers, if any the council had to support struggling families/the creation of a foodbank to support families.

#### **109. New electricity supplier for village pedestrian lights**

- a) The council accepted live prices from Haven as part of multiple council group on 22<sup>nd</sup> January, which the Clerk and Tony Orgee were involved with. A contract has been signed which will last until September 2023.
- b) A monthly direct debit has been set up from the council's Community (current) account to pay for the pedestrian light power supply from Haven. **Bernie Talbot proposed the council authorise the payment of a monthly direct debit (retrospectively) for the power supply to the street lights, which was seconded by Tony Orgee, with the support of all councillors.**

#### **110. E-bike – Councillors agreed that items a, b and c would be discussed at the next meeting**

- a) Consider whether the council would be prepared to cover the insurance excess of £250 in the event of a claim during the public trialling the e-bicycles.
- b) Can the council authorise funding a helmet and an extra battery+charger (£300-500) for the PC-owned bike plus an agreed sum as an incidental contingency?
- c) Update on what volunteers are required for the E-bike loans

### **111. Future events**

- a) The Villages Clean-up was scheduled to happen on Saturday 4<sup>th</sup> April has been cancelled.
- b) LAPC had invited CAPALC to a joint LAPC/GAPC meeting This has been postponed
- c) The VE Day Event has been cancelled.
- d) Seaside coach trip – Councillors did not think this trip was likely to happen this year.

Both Pennie Zimmern and Liz Sainsbury told the meeting that they were resigning from the council with immediate effect. Pennie felt that after 12 years as a councillor she wanted other people to have the chance to be on the council and Liz had had been a councillor for ??? years but now had many other commitments. Bernie Talbot accepted the resignations and asked both of them to be present at the next meeting so that the council could show its appreciation for the work they had both done over many years. **Action: Clerk** to contact South Cambs. District Council to advise them of the vacancies, and put up the notice advertising the vacancies and giving parishioners the option to contact SCDC.

### **112. Institute Meeting Report-** this had been emailed to councillors before the meeting.

From 1<sup>st</sup> April prescriptions would be available to be collected from the Institute on Mondays, Wednesdays and Fridays between 3.30-4.30pm.

### **113. Recreation Ground Committee Report-** this had been emailed to councillors before the meeting along with the Draft Risk Assessment Policy for Abington Recreation Ground.

Louise explained that feedback about the risk assessment was required from councillors so please could they look at this document- **action all councillors.**

### **114. Correspondence**

- a) Letter from Fews Lane Consortium Ltd asking councils to place a motion on their agenda to allow council leaders to call-in planning applications to be considered by the District Councils planning committee and that this power not be transferred to a single officer who is unaccountable to local residents. **Action: Clerk** to scan and circulate the letter.
- b) Police & Crime Commissioner (PC&C) meeting cancelled- complaint made about late cancellation A response had been received in which it was agreed that the PC&C would visit local councils once public meetings could take place safely.
- c) The Holm Court School site had been bought by Cambridgeshire County Council. The site will become a Sixth Form Centre for Granta School.
- d) NALC was awaiting confirmation that the following changes would be applicable to local councils, plus legislation would need to be passed for this to come into effect.
  - The deadline for local government financial audits would be extended to 30 September 2020
  - It would consider bringing forward legislation to remove the requirement for annual council meetings to take place in person
  - It would consider bringing forward legislation to allow council committee meetings to be held virtually for a temporary period
- e) PKF Littlejohn External Auditors emailed to report that Annual Returns would not be issued until there had been more clarifications over the implications for smaller councils.

### **115. Open forum-** no items raised

### **116. Items for the next meeting's agenda on 18<sup>th</sup> May. This is likely to be a telephone conference meeting, and may not be open to the public.**

It was noted that an interim meeting would be required once the legislation was passed to give video conference meetings held by councils the authority to make decisions. This meeting would then ratify the decisions taken during this meeting (30<sup>th</sup> March).

### **Meeting closed at 9.01pm**

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

#### **Parish Council recommendations:**

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

S/4423/19/FL - Mr & Mrs Parris, 36 South Road – demolish piggery and change of use and erection of a log cabin.  
Parish Council recommended approval on 20.01.20

**District Council decisions:**

S/1567/19/FL – Mrs A Roger, 25 South Road - Proposed 3 bed detached dwelling on plot adjacent to former piggery

Parish Council recommended refusal on 16/05/19

District Council refused application on 13/02/20

S/4179/19/FL - Mr & Mrs J. Short, 52 North Road – demolish outbuilding and erect two storey side extension

Parish Council recommended approval on 23.12.19

District Council approved on 06/02/20