GREAT ABINGTON Parish Council

Clerk: Mrs. PM Harper

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**A PARISH COUNCIL MEETING**

WAS HELD ON MONDAY 21st SEPTEMBER 2020 USING ZOOM

Parishioners were invited to attend the meeting via zoom.

Present: Bernie Talbot, Jill Carter, Stephen McDonnell (arrived during the meeting), Tony Orgee (after meeting had started), Louise Patten, Emma Pery, County Councillor and District Councillor Henry Batchelor, District Councillor John Batchelor, the Clerkand two members of the public.

**Meeting started at 7.17pm**

**46. Open Forum** – no items were raised.

**47. Apologies -**  there were none.

**48. Approval of the minutes for the last meetings** **–** approval was given for the minutes for the following minutes, with the amendment suggested by Emma Pery to be included for minutes of :20th July, 27th July, 3rd August 17th August.

**49. To receive declarations of interests from Councillors.** Jill Carter declared an interest because her husband was the Council’s solicitor for the land transfer agreement with the developers Hill Residential.

**50. Report from Councillor Henry Batchelor –****an emailed report had been circulated**

The Local Highway Initiative Scheme (LHI) applications would close on 27th September.

Local Authorities had been told by the Government that they should have localised lockdowns if necessary. Peterborough city had an increasing number of infected people,

Henry agreed to chase up responses to Parish Council’s emails from Nicola Burden (Highway Dept.) and Mr Vacher (CCC verge grass cutting). Bernie Talbot expressed disappointment in the response from Highway Officer Josh Rutherford concerning changes to village roads, as he had mentioned special funding and erecting sensor boxes on the High Street, but more recently only proposed the Council applied for LHI funds. A further response was awaited from Mr Rutherford, which Henry agreed to chase up for the Council.

**51. Report from Councillor John Batchelor –an emailed report had been circulated**

Next Local Plan – the call for sites for development that had been put forward to the District Council had been made public. Park Farm had proposed land for 1,000 homes. It was suggested that this development was on high land and on a location where permission had previously been refused as part of a development within Uttlesford. Land offered for development could create 220,000 new homes, when the Local Plan was only required to create 30,000 homes. The District Council would consider the sites for 6-9 months to reduce the number of possible building locations. Once a short-list of sites was produced the communities would be consulted.

**Henry Batchelor left the remote meeting.**

**52. Planning – separate sheet for applications previously considered.**

a) Permission granted for planning application 20/02220/S73 – 21A South Road- Removal of condition 1 (Occupier) for planning permission S/0759/95/F. Jane Bowen explained to District Councillor John Batchelor that the Planning portal stated that the above application had met the requirements of the Neighbourhood Plan, when it had not. She asked what document the Planning Officers were using to interpret the Neighbourhood Plan. John Batchelor agreed to bring up this concern with the Senior Planner and to report back to this Council.

b) The planning application to be considered on the agenda had subsequently been withdrawn.

**53. Finance**

a) Authorisation of donation to summer Youth Group - £150.00. **Bernie Talbot proposed that the Council make a donation of £150 towards the four Youth Group events, which was seconded by Tony Orgee, with the support of all Councillors. Action: Clerk** to ask for a brief report on the Youth Clubs events from Ruth Beach.

b) Authorisation of the payments in the table below. **Tony Orgee proposed authorizing the payments and the bank reconciliation, which was seconded by Stephen McDonnell, with the support of all Councillors.** \*The Clerk explained that a further payment to open the Unity bank account would be required for £500.00, made out to this Council and that this would be added to the minutes. **Action: Bernie Talbot** to sign the bank reconciliation, that Councillors approved unanimously.

**Payment to be authorised by Councillors:**

|  |  |  |  |
| --- | --- | --- | --- |
| 101252 | Paula Harper | Zoom monthly charge paid by Clerk refund | £14.39 |
| 101253 | Mr G. Harvey | e-bike cabinet purchased | £269.94 |
| 101254 | Cambridgeshire County Council | Last lighting invoice from CCC | £454.83 |
| 101255 | Cambridge Electric Transport Ltd | Purchase E-bike \* | £1,845.84  |
| 101256 | VOID | VOID  | VOID |
| 101257 | Glenn Broad | Magna Close shrubs trimmed & entrance verge cut | £94.00 |
| 101258 | Abington Institute Management Committee | Hall hire  | £88.00 |
| 101259 | Mr G. Harvey | Padlock etc for bike cabinet  | £45.36 |
| 101260 | Park Insurance | E-bike insurance | £204.72 |
| 101261 | Valerie Silvey | Cost of printing Abingtons & Hildersham News for two months | £174.00 |
| 101262 | Glenn Broad | Removal of flowerbeds | £133.00 |
| 101263 | Paula Harper | Pay for August & September – back pay due to pay increase  | £554.28 |
| 101264 | HMRC | Tax for August £69.20 & tax For September £69.40 | £138.60 |
| 101265 | Ruth Beech  | Youth group | £150.00 |
|  101266 | Great Abington Parish Council  | Deposit cheque to open Unity bank account | £500.00 |

\*purchase of the E-bike was made from grant money, doesn’t require authorising.

c) Income – donations towards Magna Close trees from two parishioners- £100

d) Unity Bank – Update on opening account & authorisation to raise a cheque for £500 to GAPC to put funds into new account, if Barclays account is to remain open. Authorised earlier under item 53b.

e) Authorisation of NALC pay increase for Clerk backdated to April 2020 – increase from £10.57 to £10.86/hr. NALC have introduced a new pay spine, so the Clerk was now paid at level SCP 9 (previously numbered 20). **Bernie Talbot proposed the Clerk’s new pay increase from April 2020, which was seconded by Tony Orgee, with the support of all Councillors.**

f) The Finance working party met remotely. The financial statement and bank reconciliation were sent to Councillors before the meeting. There were no queries.

g) Haven Power - Direct Debit payments being deducted. Clarification had been sent by Haven.

h) Authorisation for an Interim Internal Audit in Sept/October. The cost was likely to be approximately £150. **Bernie Talbot proposed the interim audit be agreed, which was seconded by Emma Pery, with the support of all Councillors.**

i) Councillor to check the payments against the bank statements quarterly. **Action: Jill Carter** kindly volunteered to review the payments each quarter and would undertake the first review by the end of October, with support from Bernie Talbot.

j) Clerk’s hours worked. The Clerk explained that the work load had increased considerably in the last six months and her hours worked were exceeding her contacted 6 hours a week. **Action: Clerk** to log her hours worked and work done, to discuss at the Finance Working Party meeting to come up with a proposal. The Clerk suggested adding a note to her emails stating that emails are checked three days a week.

**Bank balances as at 30th July 2020:**

Community Account - £4,334.29

Business Interest - £29,640.53

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

**54.** **Actions from the last meeting**

a) Two planters had been removed on Linton Road and the High Street. There had been lots of correspondence particularly on the village Facebook page about the removal of the High Street planter. Both planters were in need of costly repairs (£500/each), the Linton Road flowerbed had been damaged by a grass cutter and the High Street planter was falling apart.

b) Update on new dog waste bins for High Street & Pampisford Road. Bernie Talbot met with the District Council officer Arnie Leader to discuss why the wrong bins had been installed in both locations, and to get the Pampisford Road bin removed from the sheep field onto the verge. The District Council were no longer supplying the lidded dog poo bins the Parish Council ordered, as they considered them a health and safety hazard to empty. However, if the Parish purchased these bins, they would empty them. **Action: Clerk** to purchase one lidded bin, once permission had been given by the County to site the bins by Magna Close/High Street bus stop and confirmation received that the District Council would empty the bin and possibly install it.

c) Highway Dept contacted again about three trees on A1307 verge, adjacent to Abington Lodge, requiring cutting down. This is an item Henry Batchelor agreed to assist with, as no response had been received from the Highway Officer for months.

**Jill Carter did not participate in the following discussion during the next item ,as she had expressed an interest in it ,because her husband was the Council’s solicitor**.

d) Update on the transfer of the play area land from Hill Residential to the parish council. Mark Carter had updated Bernie Talbot on the progress being made, which were still not completed due to Hill’s solicitors. It was noted that the open spaces on Larkfield were looking neglected with tape everywhere, and no trees in the community orchard.

**Action: Clerk** to write a letter to Hill Residential about the state of the play area and the orchard area full of weeds and the land uneven. Some of the trees, near the show home, had not been looked after and may be dead so would need replacing.

e) Update on 20 mph limit through villages and limiting access along parts of Pampisford Road. Discussed earlier in the meeting under item 50. It was noted that further development on Pampisford Road wouldn’t make it any safer, and that there was only anecdotal evidence of problems on this road, not data. **Action: Bernie Talbot/Tony Orgee** to prepare a Local Highway Initiative (LHI) bid for speed reduction in the centre of the village. A letter would also be sent with the bid explaining that the Council had been offered traffic monitoring boxes months ago, but they had not been installed and there had been a very disappointing response after a very promising meeting held with a Highway Dept Officer, in June.

f) Update on the new trees ordered for Magna Close. The trees were to be delivered and planted on Friday by Bernie Talbot and Martin Boughtwood.

g) Planning irregularities reported to the District Council. The Parish Council added various irregularities to the long list of irregularities the District Council was already aware of on the South Road, North Road and Chalky Road. **Action: Bernie** **Talbot** to chase up updates every two weeks.

h) Improving broadband in local villages. Jane Bowen had emailed the company championing this but had a reply stating that they were very busy. **Action: Jane Bowen** to chase up. Recently Open Reach were on the old Land Settlement estate doing a survey about installing superfast broadband. It was noted that band speed was poor locally, although a few households had acceptable speeds.

i) The GAPC section of the village news – A Councillor highlighted that the publication does not state that the printing was currently funded by the three local Parish Councils and that items included in it may be seen as expressing the views of the local Councils. It was suggested that a statement could be included explaining that ‘The views expressed in the ‘Abingtons & Hildersham News’ publication were not necessarily those of the Parish Councils’. The previous months article produced by Laragh Homes which had been requested to inform local residents about anticipated local disruptions (noise and routing of power cables) and the site opening hours, had been a promotional article that made no mention of the 5 affordable homes being built. Future articles needed to be checked by the Council before being sent for inclusion in the publication. **Action: Clerk** to ask Valerie to include a line stating that the printing was funded by the local Parish Councils. **Action: Emma** **Pery** to write a disclaimer line for Councillors to consider. Tony Orgee expressed concern that it could appear that the Councils had editorial control. He suggested that an item explaining that the Laragh 13 new homes would consist 8 market value homes and 5 affordable homes, should clarify matters. Stephen suggested both approaches would be a solution, with the funding by the Councils expressed as a footnote. Councillors acknowledged the amazing good work done by volunteers to produce the ‘Abingtons & Hildersham News’ publication, particularly Valerie Silvey who has been the editor for over 11 years.

j) ‘Abingtons & Hildersham News’ publication – format for future and funding printing. Bernie Talbot was hoping to conclude a deal for sponsorship to fund the publication for the next year.

k) Create Parish Council email address. The Clerk would create a new email address when her work-load was less and it was easier to monitor two email addresses.

**Tony Orgee and Jill Carter declared an interest in the next items as they are ‘Love Abington’ volunteer and did not participate in the discussion.**

**55. Actions required due to the pandemic.**

a) Any action the council could take to assist people/volunteer groups?

Councillors considered a request for on-going funding for a mobile phone for the ‘Love Abington’ Group.

Bernie Talbot suggested that the Council would prefer to make a one-off payment for agreed costs, rather than on-going funding – **Action Clerk to reply to email.**

**Action: Clerk** to ask for a brief report on the Youth Clubs events from Ruth Beach.

Emma Pery suggested the Council ask for clarification on the aims of the group, and it was also suggested that an explanation of how funds were spent be made available. The Parish Council could create a form that be sent to any group seeking funds to establish the aims and responsibilities of the group and individuals, with a checklist of what the Council would require in return for funding, in the form of feedback.

**56. Amendment to updated Financial Regulations (FR)**

a) There were a number of criteria within the draft FR that the Council did not fulfil, including items being paid for using the Clerk’s credit card. It was agreed that a small group of Councillors would look at this separately. The group would be made up of Bernie Talbot, Stephen McDonnell and Tony Orgee. **Action Clerk** to forward another copy of the FR to these Councillors.

57. Items raised by Councillors

a) Update on E-bike scheme and Insurance documents. The scheme was running and five people had used the e-bike for a week each. The bike handover and bookings were managed by Emma Pery who was keen to get more volunteers involved to help with these activities, when the existing volunteers were unavailable. Bernie Talbot thanked Emma for all the work she had put in to establish the project and acknowledged that it continued to require a lot of time. The additional insurance documents had been completed and returned to the insurance agent.

b) Update on the Zero Carbon Communities grant for 2021 which had been emailed to Councillors. The deadline to apply for funding was the end of September. The bid would be for 2-4 commercial e-bike share scheme, which required 8m2 hard standing as a pick-up and drop-off location, somewhere central. The e-bikes would be GPS trackable so did not require locks. Land by Larkfield was agreed to be an option, if the Council created hard-standing by the path. **Action: Emma Pery** to make the application.

c) Council taking responsibility for village verge cutting. The Clerk had no response to her emails to Mr Vacher at the County Council, but would follow these up with support from Henry Batchelor - Action Clerk

d) Council website capacity – The existing website was at full capacity, even with the removal of older minutes. Little Abington Parish Council was leading the project to find a new provider for a Councils only website which would be accessible to all, with functions to speak to viewers and to change the colour of text/background to make it easier for everyone to get access to.

e) The principle of a gardening team of resident volunteers was discussed. It was agreed that it would be difficult to sustain the enthusiasm of volunteers and the practicalities could be challenging.

It was agreed that the Council would support a well thought through proposal.

58. Report from the Recreation Ground Committee

The meeting had been postponed until 28th September.

**59. Correspondence**

a.) Email from Marian Barry concerning the new developments costs, narrow focus, providing nothing for downsizers or young couples on low incomes and many others in the village. **Action: Bernie** **Talbot** to reply to email.

b)Email about an obstruction blocking the footpath on Chalky Road to Park Farm. The land owner had explained that they had violent trespassers on their land using motor bikes, which had prompted the erection of the barrier. The Parish Council had offered its support to the land owner, but he had not been receptive. The barrier needed to be removed as it was a legal requirement to keep the footpath open. **Action Clerk/Bernie Talbot** to contact the Right of Way Officer, Peter Gaskin, to get the barrier removed.

An item could be put in the ‘News’ about respecting people’s property, when walking in the countryside.

c) Email about removal of flowerbeds, which the Clerk had replied to.

d) Letter requesting a replacement post box for Pampisford Road. The Clerk had contacted Royal Mail, but had received no reply to a request for replacement mail box. **Action Clerk** to contact again.

e) South Cambs. District Council Planning Dept regarding developments without planning permission on the old LSA properties discussed earlier in the meeting under item 54g.

f) Email from Unity bank highlighting option to have funds transferred from closed current account for up to three years. The Council had agreed at a previous meeting to keep the existing Barclays current account open.

#### 60. Next meeting’s agenda on 16th November.

Next planning meeting for 32aSouth Road – 29th September.

Budget

**Meeting closed at 9.54pm**

Clerk: Mrs. PM Harper

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

**Parish Council decisions**

Ref: 20/02597/FUL - Land At 61 North Road
Proposal: Erection of a 3 bedroom detached dwelling house with basement to replace existing piggery
Parish Council recommended refusal on 20/07/2020.

Ref: 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
Parish Council recommended approval on 20/07/2020.

Ref. 20/02715/REM – land at 5 Chalky Road – Approval of matters reserved for access, appearance, landscaping, layout and scale following planning approval S/1233/18/FL

Parish Council recommended approval on 27/07/2020.

Ref 20/02990/OUT- Land west of 40 South Road – Erection of a dwelling with all matters reserved.

Parish Council recommended approval on 27/07/2020.

Ref. 20/02005/FUL - Land North Of Linton Road - Alteration to previously approved application ( S/3564/17/OL and S/1478/19/RM) comprising the change to two out of three x 2 bed houses into four x 1 bed flats - with individual access to each unit.
Parish Council recommended refusal on 27/07/2020.

20/03244/OUT - Land On The East Side Of 40 South Road

Outline planning for the erection of 1 No. dwelling with all matters reserved.

Parish Council recommended approval 03/08/2020

Ref, 20/03344/PRI03Z - Prior approval for a change of use of Light Industrial (Class B1(c)) to a Dwellinghouse (Class C3) - Depot Cutting Road

Parish Council recommended refusal on 17/08/2020.

Ref. 20/02930/LBC - Repairs to rear and side elevations of dwelling - 5 Linton Road

Parish Council recommended approval on 17/08/2020.

Ref .20/03362/FUL - Land Adj To 19 South Road - Erection of 1 two storey dwelling house
Parish Council recommended refusal on 16/09/2020

Ref.20/03665/CL2PD - 45 North Road - Certificate of Lawfulness for conversion of part of existing outbuilding to form annex incidental to the main dwelling house for family member.

Parish Council recommended refusal on 16/09/2020

Ref. 20/03694/HFUL, 20 Magna Close - Two storey side extension with single storey front and rear extension
Parish Council recommended approval on 16/09/2020

Ref. S/3387/19/RM Strawberry Farm Pampisford Road - Approval of matters reserved for appearance landscaping layout & scale following outline planning permission S/1433/16/OL for residential development comprising 8 dwellings including affordable housing provision landscaping and associated infrastructure
Parish Council recommended refusal on 16/09/2020

Ref. 20/03409/FUL **-** The Portway Granta Park - Internal and external refurbishment together with associated works
Parish Council recommended approval on 16/09/2020

Ref. 20/03221/FUL - Land North Of Linton Road - Increase of plots 3 and 8 garage roof pitch in order to convert roof space into habitable room with external side stairs access
Parish Council recommended refusal on 16/09/2020

Ref. 20/03170/HFUL **-** 5 Chalky Road - New Workshop / Store

Parish Council recommended refusal on 16/09/2020

Ref. 20/01171/HFUL - Chestnut Cottage 127 High Street, Erection of a two vehicle carport, provision of alternate access

Application withdrawn 11/09/2020

**District Council decisions:**

20/02099/HFUL Proposal: 34 South Road - Erection of four car domestic garage, car port, home office and terraced area

Parish Council recommended refusal 22/06/2020

Application withdrawn 22/07/2020

Ref: 20/02597/FUL - Land At 61 North Road
Proposal: Erection of a 3 bedroom detached dwelling house with basement to replace existing piggery
Parish Council recommended refusal on 20/07/2020.

District Council approved 16/09/2020

Ref, 20/03344/PRI03Z - Prior approval for a change of use of Light Industrial (Class B1(c)) to a Dwellinghouse (Class C3) - Depot Cutting Road

Parish Council recommended refusal on 17/08/2020.

District Council refused 15/09/2020

Ref: 20/02220/S73 - Removal of condition 1 (Occupier) of planning permission S/0759/95/F Site address: 21A South Road ds

Parish Council recommended refusal on 22/06/2020.

District Council granted 14/09/2020

20/03244/OUT - Land On The East Side Of 40 South Road

Outline planning for the erection of 1 No. dwelling with all matters reserved.

Parish Council recommended approval 03/08/2020

District Council approved 04/09/2020

Ref 20/02990/OUT- Land west of 40 South Road – Erection of a dwelling with all matters reserved.

Parish Council recommended approval on 27/07/2020.

District Council approved 04/09/2020

Ref: 20/02104/HFUL – 45 North Road - Construction of a cart-shed to provide garaging for 2 vehicles together with a south facing 4kw pv solar roof.

Parish Council recommended approval 22/06/2020

District Council approved 21/08/2020

Ref: 20/02412/OUT - Erection of 1 no. dwelling with all matters reserved. Site address: Land At 9 Chalky Road

Parish Council recommended approval 22/06/2020

District Council approved 17/08/2020