

# GREAT ABINGTON PARISH COUNCIL

## **A VIDEO CONFERENCE MEETING OF GREAT ABINGTON PARISH COUNCIL MEETING WILL BE HELD ON MONDAY 20<sup>th</sup> JULY 2020 at 7.15pm.**

To attend this meeting via zoom go to the zoom **website (zoom.us)**, click ‘**join a meeting**’, and enter the **Meeting ID: 845 118 2324**      **password: GAPC**

### **INFORMATION FOR THE PUBLIC**

Members of the public are encouraged and welcome to attend meetings and can use the link to join from a computer. Members of the public have no right to participate in the general proceedings of the Council, unless invited to do so by Council (the Chairman). In online meetings they will be muted unless invited to contribute by the chair or if they have submitted a question.

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The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) came in to force on 4 April.

- This legislation gave video conference meeting the authority to make decisions and function as a legal entity.

**19. OPEN FORUM** Parishioners can raise any matters of concern.

**20. APOLOGIES**

**21. APPROVAL OF THE MINUTES FOR THE LAST MEETINGS** – held on 18<sup>th</sup> May and a planning meeting held on 22<sup>nd</sup> June 2020.

**22. DECLARATION OF INTERESTS** - To receive declarations of interest from councillors or any dispensations granted

**23. REPORT FROM COUNCILLOR HENRY BATCHELOR** –report from the District Council & County Council

**24. REPORT FROM COUNCILLOR JOHN BATCHELOR** – report from the District Council - separate report sent.

**25. PLANNING** – **separate sheet for applications considered.**

Applications to be 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

Site address:

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

## 26. FINANCE

- a) Authorisation of the payments in the table below.
- b) Income – a quarter of precept £3,000
- c) Approval to open current account with Unity Bank and complete application forms (leaving £100 in existing account)?

### Payment to be 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

- d) Complete the Annual Governance Statement (Section 1) and approval and signing of the annual return Accounting Statements (Section 2); both statements to be signed by the Clerk and Chairman.
- e) The public inspection period for the audit has run from 15<sup>th</sup> June – 24<sup>th</sup> July.
- f) The Finance working party meeting met remotely to discuss the Internal Auditors report, check payments against the bank statements and cheque stubs and the financial statement and bank reconciliation sent to Councillors.
- g) Haven Power - Direct Debit payments being deducted.
- h) NALC pay increase from April 2019 for Clerk SCP20 – from £10.301/hr to £10.57/hr.

### Bank balances as at 30<sup>th</sup> 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.
- b) VAT reclaimed (£398)
- c) Council investigating opening a new current account for e-banking.
- d) All agendas and minutes (including draft versions) on website.
- e) Policies being reviewed, updated and adopted.
- f) Institute receipt for section 106 funds 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.
- i) At least twice-yearly inspection of assets recommended, next inspection in November.
- j) Authorised/signed bank reconciliation at each meeting recommended.

## 28. ACTIONS FROM THE LAST MEETING

- a) Quote to fix planter - £400-500.
- b) Two new dog waste bins ordered for High Street & Pampisford Road.
- c) Highway Dept contacted again about three trees on A1307 verge, adjacent to Abington Lodge, requiring cutting down.
- d) Update on the transfer of the play area land from Hill Residential to the parish council.
- e) Meeting with Traffic Management Officer to discuss 20 mph limit through villages and limiting access along parts of Pampisford Road.

## 29. ACTIONS REQUIRED DUE TO THE PANDEMIC

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

### **30. UPDATED CODE OF CONDUCT , EQUALITY AND DIVERSITY POLICY AND FINANCIAL REGULATIONS**

- a) Authorise the adoption of these policies.

### **31. ITEMS RAISED BY COUNCILLORS**

- a) Request from Institute for funding to refurbish the terrace room.
- b) Approval of quote to cut & remove shrubs at entrance to Magna Close (£45), Cut the grass verges at entrance to Magna Close and Moorefield £49 + £20 to remove grass.
- c) Broadband
- d) Approval of species of 3 x new trees for Magna Close green and setting of approved budget for this
- e) Consider a request to authorise the purchase of a secure E- bike cabinet costing £500-£550 ?
- f) Update and consultation on round 2 of the Zero Carbon Communities.
- g) 'Abingtons & Hildersham News' publication – format for future and funding printing issues with or without advertising (est cost £1,220pa for Great Abington).
- h) Create a dedicated Parish Council email address.

### **32. REPORT FROM THE RECREATION GROUND COMMITTEE**

- a) Update particularly about plans for a zip wire

### **33. SIGN INDEMNITY FOR SECTION 106 FUNDS.**

- a) This indemnity is for funding to build a zip wire

### **34. CORRESPONDENCE**

- a.) Email from SCDC Planning Dept consulting on the new way of notifying Councils of new planning applications.
- b) SCDC - Survey about Green Infrastructure in our parish – deadline 27/7
- c) Emails about the possible options to change access to Pampisford Road from Mark Lunn and Paddy form Moorefield.
- d) Email about the uncut verges at the entrance to Magna Close.

### **35. NEXT MEETING'S AGENDA on 21<sup>st</sup> September.**

Holiday dates?

Clerk: Mrs. PM Harper  
17 Lewis Crescent, Great Abington, Cambridge CB21 6AG  
Email: [harper802@btinternet.com](mailto:harper802@btinternet.com)  
Tel: 01223 892000

**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