

LITTLE ABINGTON PARISH COUNCIL

DRAFT Minutes of the Meeting of Little Abington Parish Council held in the Abington Institute, Great Abington on Monday 26 July 2021 at 7.15 pm

Present. Mrs Bolden (SB) Chair, Mr Allum (RA), Mr Brunning (PB), Ms Pattinson (SP), Dr I Smith (IS), Dr R Smith (RS), Mrs Dalton (Clerk).

In attendance. Cllr Henry Batchelor, Cllr John Batchelor. There were no members of the public present in person or via Zoom.

1. **Apologies for absence.** Dr Valge-Archer

2. **Minutes of Parish Council meeting held on 28 June 2021.**

The minutes were agreed and signed.

3. **Matters arising not on the agenda.**

The action list was reviewed and updated. See appendix.

- **Quiet Lanes.** The County Council will decide if it will adopt this policy. **HB** to advise. (c/f October)
- **Gigabit Scheme /Better Broadband.** BT has advised GAPC that it will cost £1143.62 per household
- **Cycling and Walking Infrastructure.** IS advised that the consultation is still open.

4. **Members' declaration of interests for items on the agenda.** None.

5. **Public participation.** None.

6. **Report from local councillors** - Cllr John Batchelor, Cllr Henry Batchelor

The contents of the written report were noted.

Additional points

- HB drew attention to the next round of Local Highways Improvements bids. The closing date is the end of September.
- There is a shortage of HGV drivers. This might have an impact on rubbish bin collection. If so, green bin collection would be given lower priority.
- Uttlesford District Council local plan. The list of sites put forward for development has been published.
- JB updated LAPC on local coronavirus rates. In the last week rates in South Cambs had dropped from 341 to 285/100K population.

Discussion:

- There was some discussion about SCDC's Biodiversity policy and its links to planning.
- Flooding was a major problem in Church Lane and for some houses in Little Abington after the recent storm. There were several complaints about blocked drains in Church Lane. **HB**
- A1307 Park & Ride /Transport Hub. Discussions continue.

JB and HB left the meeting at 7:35 pm

7. **Planning**

7.1 Planning applications.

There were three planning applications with a closing date of 18 August to consider. An application for a development on Granta Park is expected in the near future. It was agreed to hold a Planning Committee meeting on Tuesday, 3 August at 6.00pm.

7.2.Planning decisions, updates and amendments (for information):

- **21/02418/HFUL. 6 Bourn Bridge Rd** Two storey side extension, a single storey rear extension, and updating of the facade of the host dwelling. Withdrawn

- **21/02271/HFUL, 6 High St.** Installation of gate in boundary wall providing new access from Ivan Clark's Corner, gravel drive in corner of garden. SCDC approved

7.3 Local developments/ planning issues.

- **Uttlesford District Council Local Plan** .The development sites include a site near Great Chesterford.

8. Finance and Compliance

8.1 Receipts. None. The County Council has offered a grant of £506 for verge cutting. **CLERK** to invoice them and also SCDC for £250 for grass cutting and verge maintenance for public areas in Church Close and on part of Church Lane.

8.2 Payments

Payments were discussed and agreed. GAPC would be asked to contribute 60% of the website hosting fee.

Mrs G Dalton Clerk (SO) July & August	£ 603.56
Brookfield contracting - maintenance July & Aug (SO) VAT £170.00	£ 1020.00
Abington Institute Hall hire May and June	£ 46.00
Tsohost - Abingtons Website hosting Aug 2021-Aug 2023 VAT £6.72	£ 40.31
Little Abington Churchyard -grant for grass cutting	£ 600.00
EON Streetlighting <i>account in credit</i>	£ 0.00
Total	£ 2309.87

8.3 Finance report: Balances year-to-date.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement 1/6/2021	£ 26,490.33	£ 11,352.32	£ 15,138.01
Balances at close of meeting	£ 24,180.46	£ 9,042.45	£ 15,138.01

Note: Bank statement does not include uncleared transactions

Budget plan. Q1 reporting was noted. There were no variances of concern .

Annual audit. The external auditor confirmed receipt of the Certificate of Exemption. The files are available for public inspection until 9 August.

8.3 Asset inspection/risk management.

- The Clerk's report was noted.
- It is 25 years since the Ford was refurbished and the History Group is considering how to mark the occasion. LAPC would endeavour to get the fence on their side renovated. It was agreed GAPC should take responsibility for repairing the fence on Great Abington side of the ford. Quotes for bus stop cleaning are awaited. **SB**

8.4 Clerk Recruitment. CAPALC's response was disappointing. The first step is to agree a job description, hours required and to ask the CAPALC to evaluate the role for salary scale. **IS & SB** asked the Clerk for a list of her activities. The possibility of a handover period was briefly discussed

9. Highways and traffic

Local Highways Improvement Scheme.

- The option of resubmitting the bid for double yellow lines for road safety reasons at Fourwentways was considered. It was felt offering a contribution of 50% of the cost might help. Points to consider – enforcement, displacement of lorry parking, design, scoring of last year's application, public petition (January 2019), road safety for users of the Greenway. **SB**
- Other options : The possibility of a joint bid with GAPC was briefly considered, also bus stop lighting Cambridge Road.

10. Village Environment/ community engagement

- **CCC Innovate & Cultivate fund.** The County Council advised preparing to apply in November. Possible sites for a “Shed” were considered. **Clerk** to contact Abington woods. The allotments might also be an option. **SP**
- **Public engagement event September.** It seems unlikely that the event would go ahead while there are still concerns about coronavirus.

11. Meetings /representation

- **Feedback from meetings attended by LAPC reps not elsewhere on agenda:** None. SP registered for the meeting with the Police & Crime Commissioner but she did not receive an invitation.
- **LAPC representation at forthcoming meetings.** None

12. Reports from committees

12.1 Institute Management Committee. Minutes noted. Jeremiah’s Café has reopened on Saturday mornings.

12.2 Recreation Ground Committee. June minutes awaited. Two tenders for the pump track were received. One has been accepted provisionally pending formal agreement from Great Abington Parish Council. The construction timetable is tight.

13 Reports from representatives**13.1. Village maintenance.**

- Brookfield is no longer following a regular schedule. Some areas of the village need attention They have not quoted for renovating the two wooden benches or for restoring the fence over the Ford.
- The farmer is reluctant to cut his hedge back from the PRV boundary.

13.2. Lights, roads and pavements. Residents have expressed concern about road safety on the corner of Newmarket Road and Bourn Bridge Road because of reduced visibility. The Perse School has not accepted responsibility for maintaining the hedge and the verge.

13.3. Trees. RS has applied for a TPO for an Oak tree in Bourn Bridge Road.

13.4 Police. SP completed the police priorities survey. It seemed to add little value.

14. Correspondence Items have been circulated for information or actioned.

15. Any Other Business/Items for next agenda

Carry Forward. LHI bid (Sept) **SB**, Innovate & Cultivate Fund (Oct) **SP**; Clerk recruitment **SB/IS**; Quiet Lanes (Oct) **HB**.

Next meetings:
Monday 13 September 2021 at 7:15 pm
Monday 26 October 2021 at 7:15pm
Abington Institute, High Street, Great Abington

Signed

Date

13 September 2021

APPENDIX 1

Matters arising/meeting action list

July 2021

Meeting date/Topic	Action	By	Update/status
Sept 2018			
Fourwentways	Dangerous parking and litter. Burger King Planning conditions Comfort Café site planning application	SB	July 2021 LHI bid c'f September
Village environment	Pavements and road surfaces - poor condition, hazardous General environment conditions	ALL CL'K	ROW Officer to advise re Millennium footpath if other changes do not proceed. C/F Summer 2021
May 2019			
Litter	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC	<ul style="list-style-type: none"> Litter -ongoing. March 2021 resident complaint to EH re FWW Litter picking kits from Clerk. Annual Litter Pick-Liaison Gp.C/F
June 2019			
Interactive speed sign/Speeding	Downloading census data	PB	Download c/f Spring 2021
July 2019			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	Communication between TWI & residents continues
MARCH 2020			
Archiving .Document management	Identify storage space		To use Abington Institute loft space. Rationalise and catalogue documents to store. July 2021- water damage after flood in Clerks garage.
MAY 2020			
S106	Refurbishing Abington Institute-information requested		c/f install screen in meeting room
JUNE 2020			
Trees	Condition of trees & hedges on Cambridge Rd Ivan Clarks Corner (ICC) Dead trees Millennium path	RS/IS CLERK	-27 Cambridge Rd. No progress- on risk register - 29 Cambridge Rd.Occupier response. - Millennium path. Sept 2020 Landowners contacted.- some trees felled. April 2021 CCC advised that footpath tree is not high risk: On risk register -ICC Feb 2020. Trees growing into cables - UK Power Networks notified July 2021-Noted on village walk. CF
JULY 2020			
GCP/A1307 LLF	Contact Babraham, Shelford & Stapleford PCs	SB/IS	MP wrote on behalf of PCs, Reply received. CLOSE
A&H News	LAPC to remain engaged in decision making	SB	Liaison Group to consider long term arrangements c/f June Liaison Group/chairs to discuss with Biomed Realty
SEPTEMBER 2020			
Assets	Fence at Ford. Repainting /renovating. Seats	CL'K RA	May -Brookfield . Quote awaited July: Fence at ford. CCC has inspected. Not a risk

			July 2021 LAPC to progress LA side
November 2020			
PRVs	Concerns about damage caused by pedestrians. Road safety	LAPC CL'K	Notices, item in A&H News. Site meeting 28 Jan. Request for PRV signs acknowledged. Chase up PRV signs, "Pedestrians in Road" & Quiet Lanes.
JANUARY 2021			
Connecting Cambridgeshire	Gigabyte voucher Scheme	RS	Joint project with GAPC. July 2021 see minutes
Website/ information governance	Set up LAPC website	IS	wip
FEBRUARY 2021			
Coronavirus dashboard	Weekly updates	SP/PB	ongoing
March 2021			
QUIET LANES	CCC view?	HB	
Cycling on footpaths	Signage	RS/PB	
May 2021			
Clean Neighbourhoods & Environment Act	Power to enforce	Clerk	No reply from SCDC
Street lighting	Set up direct debit	Clerk	
20's Plenty	Follow up	PB	?progress
Assets/risk management	CWG to lead insurance market testing. Village walk round/asset review	CWG Clerk	July see report
New Parish clerk	Recruitment plan JD, hours and role evaluation	SB/IS	
JUNE 2021			
Fourwentways	Quote for Double Yellow Lines.	SB	
Pavement BBRd	Urgent repair required	HB	CLOSE
Camb's Cycling & Walking Plan	Response	ALL/VVA	CLOSE
Innovate & Cultivate	Follow up Community Shed	SP	c/f.find site and prepare application.
Granta Park Devp Plan	Joint planning meeting with GAPC	SB	
Highways	site meeting with Highways officer	CLRK	Late August
JULY 2021			
Village maintenance	Invoicing for annual grants	CLERK	
Insurance	Market testing	CWG	