

LITTLE ABINGTON PARISH COUNCIL

DRAFT Minutes of the Meeting of Little Abington Parish Council held in the Abington Institute, Great Abington on Monday 25 October 2021 at 7.15 pm

Present. Mrs Bolden (SB) Chair, Mr Allum (RA), Mr Brunning (PB), Dr I Smith (IS), Dr R Smith (RS), Dr Valge-Archer (VVA)- joined at 7:25pm, Mrs Dalton (Clerk).

In attendance. Cllr Henry Batchelor and Cllr John Batchelor . There were two members of the public present.

1. **Apologies for absence.** Ms Pattinson
2. **Minutes of Parish Council meeting held on 13 September 2021 and the Planning Committee meeting held on 29 September 2021.** Agreed and signed.
3. **Matters arising not on the agenda.**

The action list was reviewed and updated. See appendix.

 - Millennium Footpath from Church Lane to the Recreation Ground. The owners of the Old Vicarage have advised SB that they do not plan to reroute the public footpath.
 - Biomed Realty have confirmed they will continue to fund the cost of the A&H News in 2022.
 - PB confirmed that he planned to resign from the Parish Council in April 2022 unless a candidate came forward before then.
4. **Members' declaration of interests for items on the agenda.** RS for agenda item 10- Allocation of SCDC Covid Grant.
5. **Public participation.**
 - **Granta Park.** SB advised that Biomed Realty would arrange a Zoom meeting with both Parish Councils to discuss recent planning proposals rather than presenting in the public session. November 3 was proposed. An exhibition open to the public for proposed Phase 2 developments had been held on the site. **SB**
 - **Development on the meadow in the High Street.** A proposal to build a bungalow on part of the meadow, behind Coney Meads, opposite Ivan Clarke's Corner was outlined. Access would be via the existing track. Materials and design would be in keeping with the nearby property. A covenant to protect the rest of the meadow and a village pond was briefly discussed. Parish Councillors viewed the plans. A formal planning application is awaited.

One member of the public left the meeting at 7:40pm

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

The contents of the written report were noted.

Additional points

 - **Local Plan** – public consultation will begin in November. JB urged LAPC to reply even if only to support the proposals.
 - **COVID 19** rates in South Cambs are increasing. Sawston was 1000/100K i.e. 1 in 100. Cambridgeshire & Peterborough has been designated as an Enhanced Response Area.
 - **Meeting the Mayor.** HB has arranged a meeting on November 19. The main agenda item will be the A1307. All parish councillors are welcome to attend. Questions should be sent to HB before the meeting.
- Discussion**
- **Linton.** Work on a housing development started before planning permission was granted. This is now subject to legal review.

- **County Council budgets.** HB confirmed that Highways has used all its budget leaving some uncertainty about planned safety works on the fence over the ford and for tree work on the Millennium Footpath.
- **Hildersham Crossing.** Work should be finished by the end of the year. The slip road would be removed.

HB and JB left the meeting at 7:55pm

7. Planning

7.1 Planning applications.

- **21/03971/LBC. 26 High Street.** External repointing of brickwork and insertion of new flue liner, chimney pot, register plate and wood burning stove. SB invited the applicant to address the meeting. He described the work required to repair and upgrade this listed building which is quite run down. LAPC supported the application.
- **Tree application sent for info only. 21/1257/TTCA. 36A Church Lane.** Fell silver birch tree in car parking area. The applicant had contacted the Clerk. Neighbours are aware; the tree has been cut back in the past and it is causing some problems. LAPC welcomed the intention to replace it. No objections to the application.

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

- **21/03908/S73. 43 Church Lane.** Variation of condition 2 (Occupation) of planning permission SC/52/126: SCDC granted permission. It was noted that the application had been updated and a studio included.

7.3 Local developments/ planning issues.

- **Sluice Wood.** Following an internal review led by SCDC involving four representatives of the Nutt Estate and two parish councillors SCDC reversed its decision to grant ACV status. Although it was clear that SCDC had failed to follow proper procedures it was felt that the legal arguments put forward by the Nutt Estate, primarily that there is no public right of way to access the woods, would be hard to contest. Although it was a disappointing outcome LAPC agreed not to appeal. IS asked the Clerk to make enquiries about establishing a PROW in Bourn Bridge Road.

CLERK

8. Finance and Compliance

8.1 Receipts.

SCDC Precept Q3,4	£ 9465.00
E.ON credit for street lighting	£ 329.50
TOTAL	£ 9794.50

A claim for a VAT refund of £531.44 has been submitted.

8.2 Payments

Payments were discussed and agreed.

Mrs G Dalton Clerk salary (SO) October	£	301.78
Brookfield contracting – village maintenance (SO) Oct VAT £85.00	£	510.00
Abington Institute- Hall hire 4 meetings July - September	£	82.00
Mrs G Dalton -Clerk Q1,Q2 expenses	£	23.39
Abington Recreation Ground Committee -Q3,Q4 grant	£	1378.00
N-Power -street lighting - September 2021 (DD) VAT £0.63	£	13.32
Total	£	2308.49

8.3 Finance report: Balances year-to-date and half year report.

	TOTAL	Current	Cambridgeshire Building Society
Opening per bank statement 1/9/2021	£33,026.48	£ 17,888.47	£ 15,138.01
Balances at close of meeting	£30,621.09	£ 15,483.08	£ 15,138.01

Note: Bank statement does not include uncleared transactions

The M6 summary against plan and expenditure year to date was reviewed. The Clerk reported that there were no variances of concern.

8.4 Streetlighting billing arrangements. Billing is now through N-Power Business. Monthly invoices will be paid by direct debit. The Clerk had noticed errors in the contract information which N-Power has corrected. E.On has sent a credit for overpayment after lower energy street lights were installed.

8.5 Clerk recruitment. There has been one reply to the advertisement. SB confirmed she has contacted CAPALC to ask about cover arrangements if the vacancy is not filled by the end of January and about grants for clerk training. The salary has not yet been agreed. SB and IS will interview candidates. **SB**

8.6 2022-23 Draft budget plan. The 2022-23 budget plan and precept must be agreed by the end of November. SCDC's precept letter has arrived

- The draft budget plan was discussed. There are several "unknowns" including employment and set up costs for the new Clerk, **SB**, hall hire costs **RS** and the grant for the Recreation Ground Committee (meeting on 8 November) **PB**.
- Arrangements for maintaining the Millennium Bridge were discussed. Is the County Council responsible? The last inspection was in September 2019. The allocated reserve is now £4800. One option was to reduce the annual increment.

CLERK to contact the county Council

- The share between the two parish councils for joint initiatives needs to be reviewed. It has been 60:40 for several years despite significant housing developments in Great Abington. **SB**
- No joint events e.g. Royal Jubilee, joint parish council meetings and community engagement events have been proposed. **SB**

9. Highways and traffic

Local Highways Improvement bid. IS confirmed the bid for parking restrictions at Fourwentways was sent on time. GAPC agreed to support it (£750). Biomed Realty offered £2000. LAPC's contribution would be £1000. It was noted that LAPC would contribute £500 in support of GAPC's LHI bid for a Movable Speed Activated Sign.

10. Village Environment/ community engagement

- **CCC Innovate and Cultivate fund.** There was no update on the availability of the grants. After some discussion including leadership, community engagement and the need for tangible and proportional benefits and returns from County Council funding it was agreed not to make an application.
- **Allocation of SCDC £200 COVID Grant** . The café is now open twice a week .The Village Lunch will recommence in November with limited numbers. Their team had sent a bid for restocking supplies; most had gone out of date during lockdown. This was agreed. Payment to the Abington Institute. **CLERK** to advise Treasurer. The Abington Hub has not reopened. Café and Village Lunch might be options for the new Parish Nurse to meet residents although they would not replace the opportunity for confidential consultations previously available at the Hub.

11. Meetings /representation

- Feedback from meetings attended by LAPC reps not elsewhere on agenda:
 - **Men's Shed** Audley End. SP& SB sent meeting notes. See discussion under agenda item 10.
 - **Planning -trees** . PB has shared some useful information and website links. More training sessions were promised.
 - **Abington Woods Open Day**. GD had visited. The event was well attended by supporters and their families.
- LAPC representation at forthcoming meetings
 - **CCC Flood and winter training** - various dates
 - **Queen's Green Canopy Briefing** 26 October **SB**
 - **Cambridgeshire & P'bro Combined Authority Mayor**-19 Nov. **LAPC invited**

12. Reports from committees**12.1 Institute Management Committee.**

- S106 funding has arrived. The requirements for a screen and projector facilities in the Meeting Room are being scoped.
- Bookings are picking up.

12.2 Abington Recreation Ground Committee.

- GAPC is yet to decide on the use of S106 funding.
- The 2022-23 budget plan will be agreed at the meeting on 8 November. **PB**

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

- RA and GD to meet Brookfield on 11 November.
- The PRVs have been cut.
- Arrangements for the Millennium path to be discussed with landowner. **CLERK**

13.2. Lights, roads and pavements.

- Residents parking too close to the junction of the High St and Church Lane are creating a hazard. They will be asked to park further away from the junction.
- The condition of the road surface at the High St end of Church Lane is still a concern
- Potholes in West Field have been filled
- Street lighting survey – too much lighting in West Field, dark areas in the village because of tall trees, the chaotic transfer of financial responsibility from County Council to Parish Councils.
- Grips. Ask HB if LAPC's suggestion has been actioned. **CLERK**

13.3. Trees.

- The dangerous tree on the Millennium Path has been removed. It is not clear if the County Council is still able to share the cost. The condition of another tree nearby needs to be monitored. **CLERK** to add to risk register
- TPO request Oak tree, Bourn Bridge Road. Refused. It is on Highway's land.
- A resident has raised concerns about the safety of two birch trees on the verge outside 15 Church Lane. They are very close to overhead cables **CLERK** to confirm key contact in SCDC
- Six free trees. ARGC is moving this forward on the Recreation Ground/playing fields. The Churchyard might be a suitable area of "public land". Feedback from the Queens Green Canopy briefing might be helpful. **SB**
- Residents to be asked to cut back trees and hedges that obstruct street lighting, signposts and pavements. The note to residents needs to be updated. **CLERK**

13.4 Police. The Neighbourhood Watch survey is an opportunity to highlight Anti-Social Behaviour and malicious damage on the Recreation Ground. **CLERK**

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

15. Any Other Business/Items for next agenda

- **Carry Forward.** ; Clerk recruitment **SB/IS**; Quiet Lanes (Nov) **HB.2022-23** budget plan. **ALL** Local Plan consultation **ALL**
- **A&H news item SB.** Including another reminder to cut back trees and shrubs, Local Plan consultation, PB resignation, Clerk vacancy.

The meeting closed at 09: 45 PM

Next meetings:
Monday 22 November 2021 at 7:15pm
Monday 24 January 2022 at 7:15pm
Abington Institute, High Street, Great Abington Next meetings:

Signed

Date

22 November 2021

APPENDIX 1**Matters arising/meeting action list****October 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	Oct 2021 LHI Bid Comfort Café No updates.
Village environment Suggest delete	Pavements and road surfaces - poor condition, hazardous General environment conditions	ALL CL'K	-ROW Officer to advise re Millennium footpath surface. -Oct 2021 Millennium footpath rerouting cancelled
May 2019			
Litter Suggest delete	Mapping hot spots and problem areas. SCDC enforcement action FWW	SCDC	-Litter -ongoing. March 2021 resident complaint to EH re FWW -Annual Litter Pick-postponed (Covid) Litter picking kits from Clerk. -Sept 2021-Planning condition for Shell PFS requested.
June 2019			
Interactive speed sign/Speeding Suggest delete	Downloading census data	PB	Sept 2021. Download using LAPC laptop.
July 2019			
Granta Park noise nuisance	See Public participation. Noise continues.	SB	Communication between TWI & residents continues. "Remedial work" completed but noise nuisance continues
MARCH 2020			
Archiving .Document management Suggest delete	Identify storage space		-To use Abington Institute loft space. Rationalise and catalogue documents to store. -July 2021- water damage after flood in Clerks garage.

		SB/CLK	-All documents, filing cabinets and equipment to be cleared from clerk's garage. LAPC to determine storage arrangements
MAY 2020			
S106 Suggest delete	Refurbishing Abington Institute-information requested		Oct 2021 screen for meeting room in progress
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 - 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 and UK Power Networks notified -Sept 2021 Noted by Highways Officer. Oct 2021 Reported to t UKPN
JULY 2020			
A&H News Suggest delete	LAPC to remain engaged in decision making	SB/TO/	Liaison Group to consider long term arrangements Chairs to discuss with Biomed Realty(BR) Oct 2021. BR to fund in 2022.
SEPTEMBER 2020			
Assets	Fence at Ford. Repainting /renovating. Seats	CL'K RA	-May -Brookfield . Quote awaited -July: Fence at ford. -Sept 2021 ford Discussed with Highways Officer
November 2020			
PRVs Suggest delete	Concerns about damage caused by pedestrians. Road safety	LAPC CL'K	-Request for PRV signs acknowledged. Chase up PRV signs, "Pedestrians in Road" signs
JANUARY 2021			
Connecting Cambridgeshire Suggest delete	Gigabyte voucher Scheme	GAPC to update LAPC regularly	Joint project with GAPC. Sept 2021 see Liaison minutes
Website/ information governance Suggest delete	Set up LAPC website	IS/VVA	Sept 2021. Agreed to work with a contractor -to be identified.
FEBRUARY 2021			
Coronavirus dashboard Suggest delete	Weekly updates	SP	ongoing
March 2021			
QUIET LANES	CCC view?	HB	c/f November
Cycling on footpaths Suggest delete	Signage	RS/PB	
May 2021			
Clean Neighbourhoods & Environment Act Suggest delete	Power to enforce	Clerk	No reply from SCDC. CLOSE
Street lighting Suggest delete	Set up direct debit	Clerk	Invoicing transferred to n-power DD set up. CLOSE
New Parish clerk	Recruitment plan JD, hours, role evaluation	SB/IS	Advert agreed. Item in A&H News.Job evaluation awaited
JUNE 2021			

Fourwentways parking	LHI : Double Yellow Lines . £ support from other stakeholders to be requested	SB/IS	LHI bid submitted GAPC to support
Innovate & Cultivate /Community Shed Suggest delete	Follow up Community Shed	SP	Find site and prepare application. Meeting Audley End team 16/9. Oct 2021 Agreed not to apply. CLOSE
Highways Suggest delete	site meeting with Highways officer	CLRK	6 Sept 2021See report.
JULY 2021			
Village maintenance Suggest delete	Invoicing for annual grants	CLERK	Clerk To invoice SCDC.
September 2021			
ACV Sluice Wood Suggest delete	SCDC Review 5 Oct. Details of objection awaited,	ALL PB	LAPC to reply to objections. PB to represent LAPC. Oct 2021. Agreed not to appeal SCDC decision. CLOSE
Garden corner church Close/Church Lane	Tidy up with a view to handing over to volunteers	RS/GD	10 November
COVID grant Suggest delete	Contact Cafe/Lunch Club. GAPC to match funding?	RS SB	Oct 2021 Funding agreed. CLOSE
6 Free Trees Suggest delete	Confirm working with ARGC	CLK	
Village maintenance	Reinstate monthly reporting	CLK/RA	Mtg 11 Nov
October 2021			
22-23 budget & precept	Various queries & GAPC/LAPC split	SB, RS, PB,CLK	
Granta Park planning Suggest delete	Zoom mtg to discuss proposals.	SB	Planned 3 Nov.
PROW Bourn Bridge Rd	Enquire about application process	CLK	
Biodiversity	6 Free Trees Queens Green Canopy	ARGC SB	
A1307	19 Nov Meeting with Mayor of Combined Authority. Questions to HB	ALL	
Roads etc	Progress on Grips	HB	
Dangerous Trees Church Lane	Contact SCDC	HB/CLK	
Surveys	Streetlighting Neighbourhood Watch	CLK	