

# Babraham Parish Council

Minutes of the Meeting held at The George Inn on Thursday 13 February 2020.

The meeting commenced at 19.30.

<b>Present</b>	<b>Cllrs Walker, Attwood, Rogers Goody. Mr Chapman (left 20.21)</b>
<b>2002/01</b>	<b>To receive and approve apologies for absence</b> Apologies were received from Cllr Laurie and Cllr McDonald. Cllr Walker assumed the Chair.
<b>2002/02</b>	<b>To receive members' declaration of interest for items on this agenda</b> None was received.
<b>2002/03</b>	<b>To sign and approve minutes of meeting dated 9 January 2020</b> The Minutes were approved unanimously by those present and signed by Cllr Walker.
<b>2002/04</b>	<b>Exclusion of the public</b> None was required.
<b>2002/05</b>	<b>Public participation time – 15 minutes allowed</b> None was required.
<b>2002/06</b>	<b>Report from South Cambridgeshire District Councillor P McDonald</b> Cllr McDonald's report was circulated previously. Cllrs noted the content.
<b>2002/07</b>	<b>Report from Cambridgeshire County Councillor K Cuffley and R Hickford</b> Cllr Hickford's report was circulated previously. Cllrs noted the content.
<b>2002/08</b>	<b>Report from Babraham Research Campus (BRC) representative</b> Mr Chapman reported that Estate Manager retires on 14 February after 30 years' service at Babraham. Cllr Walker asked Mr Chapman to pass on Council's thanks to the Estate Manager. Campus representatives met Skanska and Mott McDonald working for Greater Cambridge Partnership (GCP) about the works at the 'campus' roundabout. Works programme is for 12 weeks: GCP wanted to close both bus stops; campus and Stagecoach tested using the campus turning area: a successful compromise of closing only one stop. The project is slated for the end of March and the campus will receive drawings and proposals. The Campus will hold a small event to plant 20 heritage, eastern-region fruit trees, to create a ribbon orchard around the site for the public art installation: the art will be delivered in March for installation in April. Campus also attended a local stakeholder meeting with Huawei, which presented plans for their innovation centre around semiconductor technologies for faster chips and a meeting on the Royston-Granta Park/A505.
<b>2002/09</b>	<b>Clerk's Report</b> Clerk stated his report would be included in Agenda items.
<b>2002/10</b>	<b>2020 Precept</b> Cllrs noted acknowledgement of receipt of the Parish precept submission: the Band D equivalent paid by Parishioners will be reduced by 1.97% over 2019/20.
<b>2002/11</b>	<b>Review Policies</b>

	<p>Cllrs noted the list of Policies shared: Clerk proposed review at the March meeting. Cllrs notes the Action Plan circulated previously and works carried out including the bus shelter works.</p>
<b>2002/12</b>	<p><b>Boundary Review and S.106</b> Cllrs noted receipt of the copy of the Memorandum of Understanding signed by Sawston PC. Cllr Walker signed and Clerk to get Cllr Laurie to sign and return to Mr Jason Clarke at SCDC.</p>
<b>2002/13</b>	<p><b>Greater Cambridge Partnership (GCP), A1307 and Transport Hub work</b> Cllrs noted timings and extent of proposed road closures to complete works on A1307.</p>
<b>2002/14</b>	<p><b>Local Highways Initiative (LHI)</b> Clerk reported that Cllr Laurie had presented the Parish LHI to the Committee: no response had been received by the meeting. Cllrs noted the changes to LHI/PFHI application and review timings.</p>
<b>2002/15</b>	<p><b>Other traffic and transport</b> Cllrs noted that new potholes have appeared and Clerk to raise the layby opposite The George Inn with SCDC; concern was also expressed about the poor condition after restoration of the trench UK Power network dug.</p>
<b>2002/16</b>	<p>Cllrs noted that Clerk had asked Highways to trim the carriageway side of the hedge opposite H/1:b. Cllr Goody noted lots of building packaging is along Rowley Lane: Clerk to send a request that Hill review and litter pick. Clerk had collected but not analysed traffic data. Clerk to review Council actions and responses on double yellow lines on the High Street.</p>
<b>2002/17</b>	<p><b>Street Lighting</b> Clerk had received notification from Utility Aid that is was seeking UMS document to enable it to obtain quotes from providers.</p>
<b>2002/18</b>	<p><b>Defibrillator</b> Clerk to take actions to ensure correct operation of defibrillator, contact with East of England Ambulance Trust, any training, mapping on Google maps and publicity.</p>
<b>2002/19</b>	<p><b>Leases with UKRI on Babraham Pocket Park and Sports Field</b> There had been no activity.</p>
<b>2002/20</b>	<p><b>Huawei</b> Cllrs noted planning documents circulated previously and request from Clerk for meeting. <b>We didn't consider topic discussions for proposed meeting.</b></p>
<b>2002/21</b>	<p><b>Neighbourhood Plan</b> Cllr Attwood had met group leaders and will complete the text before their next meeting.</p>
<b>2002/22</b>	<p><b>Meeting schedule 2020</b> Cllrs note meeting arrangements for 2020 and current arrangements to meet in The George Inn. Cllrs also suggested examining meetings to be held in the meeting room used for Saturday coffee or The Old School Cllrs agreed Clerk should check availability of premises to hold the Annual Parish Meeting at 19.30 on 14 May after an early, 18.30 Parish Council meeting 14 May.</p>
<b>2002/23</b>	<p><b>Website and email accounts</b> Cllrs noted that the new website and email accounts were active: payments are covered below. Cllrs were pleased with the transfer and congratulated Cllr Walker.</p>

<b>2002/24</b>	Cllrs noted the concerns expressed in the Few Lane and Planning Department discussion.	
<b>2002/25</b>	Cllrs noted the documents around Operation London Bridge and will consider actions at a future meeting.	
	<b>FINANCE</b>	
<b>2002/26</b>	<b>Receipts</b>	
	There were no receipts as of the meeting.	
<b>2002/27</b>	<b>Payments</b>	
	GA Construction	Bus shelter <b>£5,965.22</b>
	GA Construction	Paving <b>£156.00</b>
	Cambridgeshire CC	Electricity/lighting <b>£530.98</b>
	HMRC	Tax, NI <b>£81.40</b>
	<i>Don Powell</i>	<i>Salary Jan</i> <b>£325.00</b>
	<i>Don Powell</i>	<i>Travel Jan</i> <b>£1.71</b>
	<i>Don Powell</i>	<i>A4 paper</i> <b>£6.99</b>
	<i>Don Powell</i>	<i>Stamps</i> <b>£16.80</b>
	<b>Don Powell</b>	<b>Costs</b> <b>£350.50</b>
	Babraham CoFE School	Hall Hire <b>£45.00</b>
	Ionos: Direct Debit	Mail and web services <b>£24.00</b>
	Cllrs approved Direct Debit payments to Ionos for web and email services. Cllr Laurie is to report on meeting School Head to review charges: payment held over to next meeting.	
<b>2002/28</b>	<b>Purchases</b>	
	None was proposed.	
<b>2002/29</b>	<b>Balances and Bank Reconciliation at 31 January 2020</b>	
	Balances held	
	Unity Current A/C balance	£17,826.06
	Unity Savings A/C balance	£61,120.88
	<b>Total</b>	<b>£78,946.94</b>
<b>2002/30</b>	<b>Unity Bank</b>	
	Clerk had not activated additional Bank signatories.	
<b>2002/31</b>	<b>VAT Report</b>	
	Clerk presented VAT return, prepared as Apr-Sep 2019, reviewed at the January meeting: Clerk signed form for presentation to HMRC.	
<b>2002/32</b>	<b>Bookkeeping software</b>	
	Clerk had not obtained a current quote for Xero financial software, previously approved.	
	<b>PLANNING</b>	
<b>2002/33</b>	<b>Planning Applications</b>	
	None was received.	
<b>2002/34</b>	<b>Planning decisions</b>	
	None was received.	
<b>2002/35</b>	<b>Correspondence</b>	
	<ul style="list-style-type: none"> <li>Cllrs proposed street names to be submitted for H/1:b: Cllr Goody proposed, Cllr Attwood seconded the following names, which were carried unanimously: Jonas Webb Close; Adeane Road; Bennet Way. Clerk to submit.</li> </ul>	
	Cllrs noted other correspondence, including	

<b>2002/36</b>	<ul style="list-style-type: none"><li>• Local Plans adopted</li><li>• A14 to open early</li><li>• Planning policy and updates</li></ul> <p><b>Items to report and inclusion in the next meeting</b> Cllrs to discuss meeting location Cllrs to discuss Welcome to Babraham leaflet</p>
<b>2002/39</b>	<p><b>Part II: Confidential Information</b> None was required</p> <p>The meeting closed at 20.47</p> <p><b>Date of next meeting:</b> Thursday 12 March 2019 at 7:30pm</p> <p>Signature: <i>Don Powell</i>, 5 March 2020 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>