

Babraham Parish Council.

To members of the Council.

You are hereby summoned to attend the meeting of Babraham Parish Council at **Babraham Primary School** on **9th November 2017** at **7.30pm** for the purpose of transacting the following business.

Please could Councillors ensure they read the agenda notes and supporting documents via email prior to the meeting.

Members of the public and press are invited to address the Council at this meeting during ‘Public Participation Time’.

PART I – NON-CONFIDENTIAL INFORMATION

1117/01	TO RECEIVE ANY APOLOGIES FOR ABSENCE Cllr Goody
1117/02	TO RECEIVE MEMBERS’ DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting.
1117/03	TO SIGN & APPROVE MINUTES OF MEETING DATED 12th October 2017 Copy circulated via email for information.
1117/04	EXCLUSION OF THE PUBLIC To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.
1117/05	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED
1117/06	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR A G Orgee
1117/07	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford
1117/08	REPORT FROM CHRIS CHAPMAN Babraham Bioscience Technologies Ltd (BBT) <u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u>
1117/09	Local Highways Improvement Funding Bid 2017/18 for Babraham High Street/A1307 Intersection Update if available.
1117/10	Clerk’s Report.
1117/11	Joint Neighbourhood Plan. Update. Debate and actions if required.
1117/12	Speeding Traffic. To receive update from Cllr Walker re. speeding evidence.
1117/13	LHI Application For Speeding Traffic. Application submitted by Chairman on 13 th October ‘17. Chairman to update.

1117/14	Improvements To White Lining And Renewing The 'Slow' Sign. Update if available.
1117/15	Grass Cutting And Maintenance contract. Has the dog bin been re-sited?
1117/16	Unity Trust Bank Change. All paperwork has been sent and Councillors should have received their internet banking details. Do Councillors wish for Clerk to investigate transferring money over from Barclays to Unity Trust and eventually closing the Barclays account? Decision required.
1117/17	Transparency Fund Application. NALC have confirmed that it has been authorised, apart from internet costs, and will be processed in the November funding.
1117/18	Community Gathering. Clerk has begun a grant application. Application must be received no later than 3 months before the proposed date. What activities do you wish to run and apply for funding? Decision required.
1117/19	River Pick. Update.
1117/20	Parish Council Email Addresses. Have all councillors set up their new email addresses? Can the noticeboard and website be updated?
1117/21	Pocket Park Lease. Update from Chairman. This lease officially ended on the 9 th April 2017 (currently running over on a 'periodic tenancy'). Do members wish to renew the lease? Debate, actions and decision.
1117/22	Leasing Of Babraham Sports Field. Update from Chairman. Do members wish to enable a lease of the field? Debate, actions and decision.
1117/23	Allotments for Babraham. Providing allotments for Babraham. The council have the power to do this but would require land. Discussion and decision required. <u>To consider other matters.</u>
1117/24	Meeting dates for 2018. To agree dates, document emailed prior to the meeting.
1117/25	Play Area. Discussion about the possibility of providing a play area for Babraham. Decision required.
1117/26	GDPR.

	General Data Protection Regulations update.
1117/27	<p>To Meet The Criteria To Apply For The Local Council Foundation Standard Award. The Local Council Award Scheme exists to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to meet their full potential. All local councils want to serve their local communities and make a real difference to the lives of the people that live there. This scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement. Cost £50 registration with NALC and £TBC with CAPALC. Decision required.</p>
1117/28	<p>Babraham Action Plan 2017/2018. Clerk has created an action plan for the council and emailed prior to the meeting. Discussion required.</p>
1117/29	<p>Lone Working Policy. Clerk has created, and emailed prior to the meeting, a suggested Lone Working Policy document. Do Councillors wish to adopt it?</p>
1117/30	<p>Training Statement of Intent Policy. Clerk has created, and emailed prior to the meeting, a suggested Training Statement of Intent policy document. Do Councillors wish to adopt it?</p>
1117/31	<p>Amendment To Parish Boundaries. Consider whether there should be an amendment to parish boundaries as a result of the new development on the Babraham/Sawston border (subject to the Inspector's report). This would then become the boundary area for the neighbourhood plan.</p>
1117/32	<p>Joint Working On Planning Issues. Consider joint working on a three parish basis, Babraham, Sawston and Pampisford working together, on planning issues arising from the new development.</p>
1117/33	<p>Hosting of Village Website. Consider whether the village website should be hosted by an independent company rather than the current situation.</p> <p><u>Finance.</u></p>
1117/34	<p>Mileage For Clerk Training Session. Approve mileage claim.</p>
1117/35	<p>Receipts. HMRC £191.20</p>
1117/36	<p>Payments. Please can members authorise payments for November and December? A full schedule will be circulated at the meeting. Please can both signatories sign each invoice as per the auditor's recommendation?</p>
1117/37	<p>Balances And Bank Reconciliation. Balances held as of 31st October 2017. Reconciliation to be presented at meeting.</p>

	Barclays Current A/C balance	£ 1670.84
	Barclays Business Prem A/C balance	£77422.75
	Unity Current A/C balance	£ 500.00
	Unity Savings A/C balance	£ 500.00
	Total	£80093.59
1117/38	<p>Budget Approval for 2018/2019. Clerk has updated the suggested budget for discussion and approval if all in agreement.</p> <p><u>Planning.</u></p>	
1117/39	Planning Applications.	
1117/40	<p>Planning decisions. None.</p>	
1117/41	<u>Correspondence.</u>	
1117/42	<p>Items to report and inclusion in the next meeting.</p> <p>Date of next meeting. 11th January 2018 at 7:30pm.</p> <p>PART II – CONFIDENTIAL INFORMATION`</p> <p>Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.</p>	
1117/43	<p>To Review And Confirm Employment Of The Clerk. Clerk's sixth month probationary period has ended. Do you wish to confirm employment of the Clerk? SCP point to be confirmed as per contract.</p>	

Signature *SBramley* 3rd November 2017.
Samantha Bramley Clerk/RFO
83 Fulbourn Road, Teversham, CB1 9AJ.