

# Babraham Parish Council Minutes

Minutes of the Meeting held online through Zoom

Topic: Babraham Parish Council Meeting 13 August 2020

Time: Aug 13, 2020 07:30 PM London

<https://us02web.zoom.us/j/87902308960?pwd=MkEvcHIRN0dlUUtvQVNjVkc1VkdzZz09> Meeting ID: 879 0230 8960

The meeting started at 19:32

|                         |   |
|-------------------------|---|
| <b>Present remotely</b> | <b>Chair: Stuart Laurie</b><br><b>Councillors: Robert Attwood, Jane Goody, Charlotte Rogers, Gareth Walker</b><br><b>One member of the public</b>   |
| <b>2008/01</b>          | <b>To receive and approve apologies for absence</b><br>Clerk sent his apologies; Cllr Walker to fulfil duties. Cllr McDonald sent his apologies.  |
| <b>2008/02</b>          | <b>To receive members’ declaration of interest for items on this agenda</b><br>None was made.   |
| <b>2008/03</b>          | <b>To sign and approve minutes of meeting dated 9 July 2020</b><br>The Minutes of 9 July 2020 were reviewed by Cllrs and approved unanimously.  |
| <b>2008/04</b>          | <b>Exclusion of the public</b><br>None was required.  |
| <b>2008/05</b>          | <b>Public participation time – 15 minutes allowed</b><br>None was required.   |
| <b>2008/06</b>          | <b>Report from South Cambridgeshire District Councillor P McDonald</b><br>None was provided: Cllr McDonald had informed the Council.  |
| <b>2008/07</b>          | <b>Report from Cambridgeshire County Councillor K Cuffley and R Hickford</b><br>Cllr Cuffley had provided Coronavirus updates.  |
| <b>2008/08</b>          | <b>Report from Babraham Research Campus (BRC) representative</b><br>None was provided.  |
| <b>2008/09</b>          | <b>Clerk’s Report</b><br>Items are covered under Agenda.  |
| <b>2008/10</b>          | <b>Coronavirus</b><br>Cllr Laurie noted that he had some supplies if required.  |
| <b>2008/11</b>          | <b>Zero Carbon opportunities</b><br>Member of the public in attendance noted that there had been discussion about this on the village social media. Explained scheme was aiming for zero carbon communities, looking at the way CO <sub>2</sub> can be reduced. This includes cycling, community buildings, tree planting. The member of the public raised a suggestion of a forest garden for the village. A forest garden is agro-forestry – a productive forest, growing things to eat, build with use, and also creates a habitat for wildlife. Provides food for the community, and involves the community in its development – particularly the school. The member of the public provided a link to watch: <a href="https://video.nationalgeographic.com/video/short-film-showcase/00000168-c3bb-d3a0-a17f-ffbf61780000">https://video.nationalgeographic.com/video/short-film-showcase/00000168-c3bb-d3a0-a17f-ffbf61780000</a><br>Cllr Laurie mentioned concerns that it would continue to be maintained properly. Regarding the location, Cllr Rogers mentioned the land the school were using from the institute has not been used or maintained. Cllr Goody mentioned that it has been used during lockdown. |

|                       |  |                |     |               |                   |                    |                |                   |                    |              |
|-----------------------|--|----------------|-----|---------------|-------------------|--------------------|----------------|-------------------|--------------------|--------------|
|                       | <p>The member of the public suggested it needs to be 2 acres to be worthwhile. Cllr Laurie suggested putting it in the grounds near the new cycle path. Cllr Rogers said the new piece of public art included planting of trees. Cllrs discussed the difficulty of getting land, including for allotments. Cllr Laurie mentioned that the institute were keen on low carbon projects. The member of the public has contacted the farm and institute to see if they would be interested and discussed how this was good for the farm due to the synergy with the agriculture. Cllr Laurie mentioned land near the new Institute development; Cllrs discussed the need to make the land accessible. Cllr Rogers mentioned the need to consider the cost of tree works and possible continuing cost. The agro-forestry research trust has information about design and benefits. Cllr Laurie asked the member of the public to pursue with the help of members of the council. Further discussion was made of using the pocket park, although the lease is still outstanding.</p> |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/12</b></p> | <p><b>Greater Cambridge Partnership (GCP)</b><br/>                 Cllr Attwood said there was no news apart from work on the road. Roundabout at Fendon Road was completed and was closed again due to an accident. Cllr Goody mentioned that people were now doing U-turns at the end of the traffic island instead of driving to the end of the road. Cllrs said that this needs reporting to the police and highways. Cllr Laurie said there was no sign, Cllr Goody said the workmen said there was no knowledge if there would be a sign or not.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/13</b></p> | <p><b>Traffic, transport and LHI</b><br/>                 Cllr Laurie said there was no news on LHI; Council’s action on traffic calming is to find out from CCC Highways where bumps can be placed and for the Council to obtain quotes. Cllr Rogers said the provider would need a street works license. Cllr Laurie noted some had been installed at Fowlmere. Cllr Laurie noted reduced traffic due to ongoing work.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/14</b></p> | <p><b>Local Plan and local developments</b><br/>                 No actions were reported.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/15</b></p> | <p><b>Street Lighting</b><br/>                 Cllr Rogers noted that the tree covering the lights had been cut back. Cllrs noted lights still not working properly and Clerk to contact Highways</p>  |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/16</b></p> | <p><b>Defibrillator</b><br/>                 Cllr Rogers to schedule meeting to discuss.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/17</b></p> | <p><b>Clerk appraisal</b><br/>                 Cllr Walker reported that the Clerk appraisal was on 30 July. Reports will follow shortly.</p>  |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/18</b></p> | <p><b>Review Policies</b><br/>                 Code of Conduct, Complaints Procedure (to move Policies to two per month) – deferred to next meeting as Cllrs had not reviewed.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/19</b></p> | <p><b>Neighbourhood Plan</b><br/>                 Cllr Attwood noted that there has been progress. Cllr Laurie asked about H1/b area, and this will be included in neighbourhood plan. Cllrs discussed whether this is included in the Sawston neighbourhood plan. Cllr Attwood to report.</p>   |                |     |               |                   |                    |                |                   |                    |              |
|                       | <p><b>FINANCE</b></p>  |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/20</b></p> | <p><b>Receipts</b><br/>                 None was received.</p>   |                |     |               |                   |                    |                |                   |                    |              |
| <p><b>2008/21</b></p> | <p><b>Payments</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">HMRC</td> <td style="width: 30%;">Tax</td> <td style="width: 40%; text-align: right;"><b>£81.40</b></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Salary July</i></td> <td style="text-align: right;"><i>£325.00</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Travel July</i></td> <td style="text-align: right;"><i>£5.13</i></td> </tr> </table>  | HMRC           | Tax | <b>£81.40</b> | <i>Don Powell</i> | <i>Salary July</i> | <i>£325.00</i> | <i>Don Powell</i> | <i>Travel July</i> | <i>£5.13</i> |
| HMRC                  | Tax  | <b>£81.40</b>  |     |               |                   |                    |                |                   |                    |              |
| <i>Don Powell</i>     | <i>Salary July</i>   | <i>£325.00</i> |     |               |                   |                    |                |                   |                    |              |
| <i>Don Powell</i>     | <i>Travel July</i>   | <i>£5.13</i>   |     |               |                   |                    |                |                   |                    |              |

|                |   |                       |                |
|----------------|---|-----------------------|----------------|
|                | <b>Don Powell</b>   | <b>Costs</b>          | <b>£330.13</b> |
|                | Ionos: 3 DD (17 Jul)  | Mail and web services | <b>£30.00</b>  |
|                | Haven Power: 3 DD (15 Jul)  | All periods           | <b>£39.45</b>  |
| <b>2008/22</b> | <b>Purchases</b>  |                       |                |
|                | Clerk requests to purchase 24 stamps (£18.24) and three A4 folders (£18) was approved.  |                       |                |
| <b>2008/23</b> | <b>Balances and Bank Reconciliation at 31 July 2020</b>   |                       |                |
|                | Balances held   |                       |                |
|                | Unity Current A/C balance   |                       | £12395.19      |
|                | Unity Savings A/C balance   |                       | £61242.84      |
|                | Total   |                       | £73638.03      |
| <b>2008/24</b> | <b>Unity Bank</b>   |                       |                |
|                | No report – deferred until the next meeting.  |                       |                |
| <b>2008/25</b> | <b>VAT</b>  |                       |                |
|                | Cllrs reviewed and approved the reclaim of £1216.78 VAT for the period Oct 19-Mar 20. Proposed by Cllr Laurie, seconded by Cllr Attwood, approved unanimously.  |                       |                |
|                | <b>PLANNING</b>   |                       |                |
| <b>2008/26</b> | <b>Planning Applications</b>  |                       |                |
|                | 20/03012/HFUL. Retrospective installation of 2 No. Velux rooflights at Stable Cottage High Street Babraham Cambridge Cambridgeshire CB22 3AG. Deadline 7 August.  |                       |                |
|                | 20/1727/TTCA. Tree Reduction Works, Madeline House High Street Babraham. Deadline 18 September – no comment. Regarding the Black Barn planning permission, Cllrs noted that a Parishioner reported not being informed of a Planning Application as a neighbour: the Council were not informed of the same the Application. Discussion at next meeting.                            |                       |                |
| <b>2008/27</b> | <b>Planning decisions</b>   |                       |                |
|                | 20/01792/LBC. Installation of 2 no. Velux rooflights to kitchen at Stable Cottage High Street Babraham Cambridge Cambridgeshire CB22 3AG.   |                       |                |
|                | Approved 17 July; email sent 24 July. Invited to comment 17 July.   |                       |                |
| <b>2008/28</b> | <b>Correspondence</b>   |                       |                |
|                | Cllrs noted following correspondence:   |                       |                |
|                | <ul style="list-style-type: none"> <li>• Coronavirus activities and support services</li> <li>• SCDC newsletters and Parish bulletins</li> <li>• Cambridgeshire County Council newsletters</li> <li>• Planning Department bulletin</li> <li>• New planning regulations white paper</li> <li>• CAPALC - Amendments to temporary regulations for holding parish meetings</li> </ul> |                       |                |
| <b>2008/29</b> | <b>Items to report and inclusion in the next meeting</b>  |                       |                |
|                | <ul style="list-style-type: none"> <li>• No items were identified.</li> </ul>   |                       |                |
|                | <b>Date of next meeting:</b> Thursday 10 September 2020 at 7:30pm   |                       |                |
| <b>2008/30</b> | <b>Part II: Confidential Information</b>  |                       |                |
|                | None was required.  |                       |                |
|                | The Meeting closed at 20:16   |                       |                |
|                | Signature: <i>Don Powell</i> 24 August 2020   |                       |                |
|                | Don Powell, 68 Woodland Road, Sawston, CB22 3DU   |                       |                |