

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 **10th August 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'.

0817/01	TO RECEIVE ANY APOLOGIES FOR ABSENCE Cllr Rogers
0817/02	TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA
0817/03	TO SIGN & APPROVE MINUTES OF MEETING DATED 13th July 2017 Copy circulated via email for information.
0817/04	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED
0817/05	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR A G ORGEE
0817/06	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford
0817/07	REPORT FROM CHRIS CHAPMAN Babraham Bioscience Technologies Ltd (BBT) <u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u>
0817/08	Local Highways Improvement Funding Bid 2017/18 for Babraham High Street/A1307 Intersection Update if available.
0817/09	Village Hall. Update if available.
0817/10	Babraham Brick Wall. No new information has been received as to when the wall will be repaired. Update if available.
0817/11	Clerk's Report.
0817/12	Joint Neighbourhood Plan. Cllr Walker to give updates on the status of the working party arrangements. A meeting has been arranged by Sawston PC to update on the Neighbourhood Plan, the current situation and how to move it forward. Monday 21st August – 10am at Sawston Parish Council office. They would like someone to attend, if not the Council may send any comments they would like to make in advance of the meeting. Decision required.
0817/13	Local Liaison Forum/ A1307, Three Campuses to Cambridge. 'Following our four workshops earlier this year, we would like to invite you to a

	<p>concluding workshop on the A1307, Three Campuses to Cambridge. The workshop will look at the route as a whole and provide an update on traffic modelling. The output of the previous workshops will be on display with opportunity for discussion and feedback. This feedback will be used to finalise the options shortlist for agreement by the LLF at the next meeting on 26 September.</p> <p>The workshop will take place on Wednesday, 6 September, 6-8pm at Linton Village College. Please note the workshops are by invitation only and not open to the public'. An invitation for the next LLF meeting will follow shortly. Do the Council wish to send a representative?</p>
0817/14	<p>Speeding Traffic. To receive update from Cllr Walker re. SWARCO and speeding evidence. Update from County Cllr Cuffley re. Highways visiting Babraham to discuss the calming possibilities and find the best solution to the problem. Clerk has received correspondence from Highways about possibly extending the 30mph limit through Babraham. It would need to be applied for through the LHI process or funded by another source; the current extension being implemented was paid for by a third party (developers) to ensure safety. Decision required.</p>
0817/15	<p>Electric Line Through The Villages Of Sawston And Babraham. The works will take approximately 6 months to complete, and will be carried out on UKPN's behalf by McNicholas. The project should have no impact on the electricity supply. More information is available on the parish website.</p>
0817/16	<p>Improvements To White Lining And Renewing The 'Slow' Sign. This has been put on hold until the cabling/electric line has been completed.</p>
0817/17	<p>Grass Cutting And Maintenance contract. Scheduled to start from August 1st. Update.</p>
0817/18	<p>Overgrowth Of Honeysuckle Lane. Update, debate and actions as required.</p>
0817/19	<p>New Highways Issues To Report.</p>
0817/20	<p>External Audit 16/17. The Annual Return has been returned with no matters arising from the review. The certified Annual Return now needs to be published on the website and noticeboard along with a notice informing the public of the rights of inspection. Council to confirm the charge if a copy is requested.</p> <p><u>To consider other matters.</u></p>
0817/21	<p>To Review Standing Orders. Clerk has circulated a copy to members before the meeting which detail changes proposed. Members to review.</p>
0817/22	<p>Unity Trust Bank Report. Clerk to circulate report before the meeting. Councillors to decide whether to act on this report or continue banking with Barclays Bank.</p>

0817/23	<p>Transparency Fund Application. The Council can apply for money towards a laptop (£350), a scanner (£100), software (£200), and the Clerk's internet connection in order to comply with the Transparency Code. Would the Council like to apply? Decision required.</p>
0817/24	<p>Community Gathering With Food Provided By The Council. Discussion to agree date, budget, risk assessment to cover insurance, working party, and advertisement. Do Councillors agree to accept responsibility for volunteers (if so they will be automatically insured as volunteers of the Parish Council)? Please note volunteers need to be competent to carry out the tasks expected of them.</p>
0817/25	<p>Litter and River Pick. Discussion to agree date, details, risk assessment to cover insurance, working party, and advertisement. SCDC have litter pick equipment they will deliver to the organiser and will then collect all refuse if contacted at least a week in advance. Do Councillors agree to accept responsibility for volunteers (if so they will be automatically insured as volunteers of the Parish Council)?</p>
0817/26	<p>Corporate Parish Council Email Addresses. £2.99 per person (£14.95 per month) to get all 5 councillors personal emails @babraham-village.net on a 36 month contract. These can be transferred as needed if we were to have a change of personnel. Decision required.</p>
0817/27	<p>Draft Uttlesford Local Plan. Circulated documents to councillors before meeting. A follow up to the initial meeting (26.07.17) has been arranged for 22nd August starting at 6:30pm in the Chamber at South Cambridgeshire Hall. Does the Council wish to make comment on the draft plan?</p>
0817/28	<p>Great Abington Neighbourhood Plan Consultation. Neighbourhood Plan Pre-Submission consultation period will begin on July 24th and end on September 18th at 5pm. There will be a consultation event on Friday 8th September from 2.30 until 7.30pm at Abington Village Institute when you can come along to share your thoughts and ask questions of members of the Working Group. Details were distributed to Councillors via email. Does the Council wish to make comment?</p>
0817/29	<p>General Data Protection Regulation (GDPR) SLCC is offering 90 minute webinars to summarise the new General Data Protection Regulation (GDPR) and provide information on how you can ensure your council is compliant (new regulations arrive May 2018). The cost is £30 + VAT for SLCC members. Will Council authorise Clerk to take part?</p> <p><u>Finance.</u></p>
0817/30	<p>Interim Grass Cut. Do members resolve to authorise payment for the additional grass cut in July?</p>
0817/31	<p>Clerk's Overtime. To agree and sign Clerk's overtime in July.</p>

0817/32	<p>Mileage For Councillor And Chairman Training Sessions. Approve mileage claims.</p>
0817/33	<p>Receipts.</p>
0817/34	<p>Payments. Please can members authorise payments? A full schedule will be circulated at the meeting. Please can both signatories sign each invoice as per the auditor's recommendation?</p>
0817/35	<p>Balances And Bank Reconciliation. Balances will be presented at the meeting if the statement arrives in time.</p>
0817/36	<p>Initial Precept Discussion.</p>
0817/37	<p><u>Planning.</u></p>
0817/37	<p>Planning Applications. None.</p>
0817/38	<p>Planning decisions. None.</p>
0817/39	<p><u>Correspondence.</u></p>
0817/39	<p>Letter from Keith Warth Managing Director of KWA Architects addressing the concerns raised by the Council in relation to the proposed new Cambridge City Football Club Stadium planning application S/2239/13/FUL.</p>
0817/40	<p>Items to report and inclusion in the next meeting.</p> <p>Date of next meeting. 14th September 2017 at 7:30pm.</p>

SBramley