

Babraham Parish Council

Draft Minutes of the Babraham Parish Meeting

Held at Babraham Primary School

On Thursday 14 June at 7:30 pm

Meeting commenced at 19.30

Present	<p>Chair: Stuart Laurie Councillors: Robert Attwood, Gareth Walker, Jane Goody; District Councillor Peter McDonald (left at 20.04) Clerk: Don Powell Two members of the public</p>
0618/01	<p>TO RECEIVE ANY APOLOGIES FOR ABSENCE Cllr Rogers, Mr Chris Chapman</p>
0618/02	<p>TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA None was received</p>
0618/03	<p>TO SIGN & APPROVE MINUTES OF MEETING DATED 17 May 2018 The Minutes were approved unanimously by those present and signed</p>
0618/04	<p>EXCLUSION OF THE PUBLIC It was resolved to exclude the public at the end of agenda items to discuss the Clerk contract</p>
0618/04	<p>PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED A member of the public reported a meeting with Babraham Campus art coordinator Tacita Croucher, continuing work with Cllr Rogers: the Campus is keen to involve the village in an event, such as tours for villagers of campus and labs. Cllr Rogers and a parishioner represent the village on art initiatives with the Campus, who will hold an event in July.</p> <p>A member of the public raised concerns, shared by the Council, about the grass on the reservation and verges at the junction of High Street and A1307 obscuring views: the member had raised the issue with South Cambs DC</p> <p>Cllr McDonald has raised with the Highways' representative, Evan Laughlin.</p>
0618/05	<p>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR Peter McDonald On 21 May, SCDC published its report that it held a 5-year land supply; as a consequence, developers would find it more difficult to propose large developments. Cllr McDonald will determine if Sawston developments are included in the published supply.</p> <p>Cllr McDonald raised Community Chest grants and encouraged Babraham to pursue: he will update at next meeting. Pampisford has applied – Cllr McDonald will check logs for improvement: https://www.scambs.gov.uk/communitychest</p> <p>Cllr McDonald mentioned the SCDC Parklife event at Milton on 1 July as a fun family event: https://www.scambs.gov.uk/parklife.</p> <p>Cllr McDonald sits on scrutiny and licencing committees and two advisory groups; grants and Brexit (e.g. helping SMEs).</p>

	<p>Update on local development; headline issues from other villages in future Cllr Laurie requested firm information on H1/b development in 5-year plan Cllr Attwood queried if still determined to go ahead. Cllr McDonald has local plan for comment; expected in four weeks</p>
0618/06	<p>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford On hearing of Cllr Cuffley's illness, Committee unanimously sent best wishes for a speedy recovery.</p>
0618/07	<p>REPORT FROM Babraham Research Campus (BRC) representative Mr Chris Chapman informed the Clerk of no updates</p>
	<p><u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u></p>
0618/08	<p>Clerk's Report Clerk was congratulated by Council on appointment. Clerk thanked Cllrs for help in transfer: noted that some postal materials will still be sent to previous Clerk address. Some computer ownership issues to resolve. Clerk has sought registration with CAPALC and SLCC and is investigating training, which carries associated costs. Cllr Walker asked about insurance position: Clerk to update. Agreed to complete Banking Access form to grant Clerk view and submit payments.</p>
0618/09	<p>Neighbourhood Plan Cllr Attwood reported groups working in areas collecting information. S Cambs expected to confirm area proposals had been accepted: Cllr Attwood has chased and reported they will be in touch. A1307 Greater Cambridge Partnership: Cllr Attwood has requested meeting to discuss A1307; Cllrs Attwood, Goody and Laurie to attend. Cllr Attwood will let Cllrs know of meeting schedule. Council was informed that the new farm owners will want input. Cllr Goody reported that a new Land Agent has been appointed for Partnership to discuss land usage. Clerk to forward discussion to Mr Chris Chapman.</p>
0618/10	<p>Speeding Traffic and Calming Measures Discussion on Cllr McDonald's email about measures and agreement they were valuable suggestions. Clerk to arrange meeting with Evan Laughlin from Highways. No action to recover data from the SWARCO sign.</p>
0618/11	<p>Improvements To White Lining And Renewing The 'Slow' Sign Will be reviewed as part of the wider traffic measures</p>
0618/12	<p>Pocket Park Lease Chair reported it was unclear who holds lease. Clerk to arrange to meet Mr Chapman next week.</p>
0618/13	<p>Leasing of Babraham Sports Field Clerk to arrange to meet Mr Chapman.</p>

0618/14	<p>Dog fouling signage Cllr Goody reported signs were removed. Cllr Rogers would look into new signs. Cricket Club has put some up. The item was noted and removed from further action.</p>
0618/15	<p>Community Gathering Postponed to 2019</p>
0618/16	<p>Grass Cutting And Maintenance Contract 2018-19 Cllrs agreed the company is doing a good job. Cllr Laurie has fed this back to them. Cllr Laurie noted gutters were dirty and will write to CCC. Clerk to provide to details for Cllr Walker to post on web. Cllr Laurie to contact gardeners to widen Pocket Path.</p>
0618/17	<p>GDPR (General Data Protection Regulations) Cllr Walker reported that 55 of 70 subscribers resigned up to newsletter. Council congratulated Cllr Walker on an effective campaign. DPO: CALPAC has will review their position and decide soon on their role of providing a single source. Clerk to update at next meeting.</p>
0618/18	<p>Dog Bin Purchase Cllr Goody purchased the new larger bin. Cllr rogers will arrange to hang this by the church, the 20L bin currently there will go to Rowley Lane. Clerk to determine if we need an access code for the cleaning company.</p>
0618/19	<p>Webmail And Email Payments Cllr Laurie reported that, Cllrs may use a personal account to purchase items for the Council as long as receipt includes 'Babraham Parish Council' on it: the Cllr can reclaim moneys spent and the Council can reclaim VAT.</p>
0618/20	<p>Internal Review 2017/2018 Clerk reported on the strong position and report prepared under work by previous Clerks.</p>
0618/21	<p>External Audit Clerk presented the external audit forms, which were signed by Cllr Laurie and the Clerk. Clerk to send off.</p>
0618/22	<p>Register of Interests Form Cllr Goody and Rogers returns had not been received</p>
<p><u>TO CONSIDER OTHER MATTERS</u></p>	
0618/23	<p>Dog walking Complaints received about professional dog walkers. Cllr Laurie had discussed with Babraham Campus Farm manager and it was not clear what action could be taken, especially because we have no jurisdiction over the land. Cllr Goody reported dogs running down High Street from professional walker, in a problem since April: their van has signage with URL and email link. Clerk to draft email for comment to explain that it is essential animals are kept</p>

	<p>under control; fields owned by Campus spoil pleasure for all if problems are reported.</p> <p>Site H1/b Planning and KWA Architects Cllr Laurie explained that KWA and Hill will present an exhibition on their plans in Spicer's Pavilion; this option was readily accessible and zero cost to the Council. KWA was exploring an extended or all-day event. Clerk to collect concerns for Council position.</p>						
0618/24	<p>Annual Parish Meeting, 17 May 2018 Chair incurred costs of £65.00 in refreshments, plus travel for the APM. Council approved these expenses. All Cllrs were reminded to complete an electoral expense return, even it is a zero return.</p>						
0618/25	<p>Clerk Vacancy D Powell was interviewed by Cllrs Laurie and Walker and appointed with effect from Monday 21 May.</p> <p><u>FINANCE</u></p>						
0618/26	<p>Receipts No receipts were credited during this period.</p>						
0618/27	<p>Payments APM refreshment and travel costs to Mr Laurie: £76.20 Electoral expenses to SCDC: £75.00 Hall hire to Babraham School: £14.25 Lighting charges to Cambridgeshire CC,: £421.85 Dog bin costs to Glasdon: £265.47</p>						
0618/28	<p>Balances And Bank Reconciliation at 01 June 2018 Balances held</p> <table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£20,971.61</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£60,517.02</td> </tr> <tr> <td>Total</td> <td>£81,488.63</td> </tr> </table> <p><u>PLANNING</u></p> <p>Planning Applications</p>	Unity Current A/C balance	£20,971.61	Unity Savings A/C balance	£60,517.02	Total	£81,488.63
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0618/29	<p>S/2051/18/LB St Peter's Church, High street, Babraham. New leaded windows... Response by 21 June No comment</p>						
0618/30	<p>S/2050/18/FL St Peter's Church, High street, Babraham. New leaded windows... Response by 21 June No comment</p>						
0618/31	<p>S/3435/17/LB 40 High Street, Babraham, Cambridge, Cambridgeshire, CB22 3AG. Replacement of three single glazed ...</p>						

	<p>No comment</p>
0618/32	<p>Planning decisions No action required</p>
0618/33	<p><u>Correspondence</u> Clerk reported correspondence on: change of BBSRC entity to UKRI; notes from Cllr McDonald; email on street work licences. No action was required.</p> <p>Items to report and inclusion in the next meeting Invite Rev Partridge to discuss a possible anniversary event to mark the end of WWI. Clerk to check with CAPALC if the Council can spend money on event such as this; Cllr Attwood to report on village statements.</p> <p>Date of next meeting: 12 July 2018, 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> <p>Signature: <i>Don Powell</i>, 09/07/2018 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>