

Babraham Parish Council

Minutes of the Babraham Parish Meeting

Held at Babraham Primary School on Thursday 14 February 2019

The meeting commenced at 19.30

Present	Chair: Stuart Laurie Councillors: Robert Attwood, Jane Goody, Gareth Walker, Charlotte Rogers Cllrs Kevin Cuffley, Peter McDonald (left 20.18). One member of the public.
1902/01	TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE None was received.
1902/02	TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA Cllr Rogers declared an interest in item 1902/20.
1902/03	TO SIGN AND APPROVE MINUTES OF MEETING DATED 10 JANUARY 2019 The Minutes were approved unanimously by those present and signed
1902/04	EXCLUSION OF THE PUBLIC Cllrs agree to discuss Clerk Contract under Confidential Matters.
1902/05	PUBLIC PARTICIPATION TIME None was required.
1902/06	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald Cllr McDonald sent his report circulated in advance. He reported that SCDC proposed an increase of 2.99% in Council Tax: he discussed the distribution of funds. SCDC's proposal will increase tax for a Band D property by £5 per year: to be decided at 21 February Full Council. Cllr McDonald mentioned the new portal and encouraged Cllrs and Parishioners to explore: it is especially useful for Planning. SCDC will measure use and response.
1902/07	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford With agreement of the Chair, Cllr Cuffley asked Cllr McDonald for an update on implementation of CIL. Cllr McDonald reported there would be no change in FY 19-20: there is discussion in progress. Cllr Cuffley was given leave to ask about CEO: Cllr McDonald reported she is on garden leave: there is a proposal before full Council for resolution. Cllr Cuffley was given leave to explain that H/1:b had risen from 80 to 158 dwellings and suggested this might set a precedent and asked if the SCDC Local Plan was robust enough to handle such increases. Cllr McDonald explained that SCDC is aware of the possible precedent and will address this issue. Cllr Laurie felt that if H/1:b was held at 80, then H/1:c was also likely to follow the precedent, with a total across the two developments of 340 dwellings. If it followed the unacceptable increase proposed for H:1/b, this would imply more than 620 dwellings. In response to Cllr Attwood's question about the Parish boundary, Cllr McDonald said the boundary review was not under official review: this would be

	<p>an SCDC Civic Affairs Committee issue. Cllr Attwood explained this dramatically affects the Neighbourhood Plan.</p> <p>Cllr Cuffley reported that Cllr Hickford will return to work from the beginning of February. Cllrs expressed their thanks for this welcome news.</p> <p>Cambridgeshire County Council proposed an increase in Council Tax of 4.9%, equivalent to an increase for a Band D property of £62 per year. He noted that the Police and Crime Commissioner’s office seeks a precept increase of £24 per year. Cllr Laurie expressed Council concern on the issue of hare coursing, having met dog walkers who had been told of activity in the Parish. Cllr McDonald was asked to address this issue and explained that the PCC supports a dedicated team: they have made a significant number of arrests. SCDC asked them to use Civil Courts because, if offenders breach the order, they are liable to significant penalties including custodial sentencing. This route is being used.</p> <p>Cllr Cuffley reported that Police and Crimes Commissioner Jason Ablewhite will speak at Sawston Annual Parish Meeting. Grants and other initiatives include £28.7M pounds for maintenance and repairs. CCC has saved £1M on refuse collection.</p> <p>Cllr Cuffley explained that Library-run BIPC (Business and Intellectual Property Centre, part of a British Library initiative) supports entrepreneurs, inventors and small businesses and especially young entrepreneurs: it has an international network system and takes a strong Equal Opportunities approach.</p> <p>Cllr Cuffley strongly encouraged Parish Council to take part in the consultation on the E—W rail proposals. Cllr Cuffley expressed concern about the financial returns on the solar power proposal at Babraham P&R.</p> <p>Cllr Cuffley reminded Councillors of the need to develop emergency measures.</p>
<p>1902/08</p>	<p>REPORT FROM Babraham Research Campus (BRC) representative None was received.</p>
	<p>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</p>
<p>1902/09</p>	<p>Clerk’s Report Clerk reported that he had submitted Council comments on and objection to Wellcome Genome Campus application. No Parishioner suggestions were received in response to the request for additional Highways works. Clerk had emailed Steve Mumford Cheveley about Rowley Lane (discussed under 1902/14). Clerk had emailed Rob Lewis at CCC LEA regarding Babraham CofE School and S.106 allocation (discussed under 1902/12). Councillors approved request by Clerk to purchase of printer paper and additional folders to file Minutes and Governance documents.</p>
<p>1902/10</p>	<p>2019/20 Precept Clerk had received and circulated response from Brenda Robinson at SCDC. Cllrs were asked to note that, although the precept request of £12,255 was the same as 2018/19, because the Parish Tax Base had fallen from 124.8 to 124.5 there will be an increase of £0.24 or 0.24 % above the Band D equivalent charge in 2018/19.</p>
<p>1902/11</p>	<p>Standing Orders Review Cllrs agreed to defer to March meeting.</p>

<p>1902/12</p>	<p>H1 Planning and Developments</p> <p>Clerk had circulated and summarised the reply from CCC Area Education Officer Rob Lewis: he explained that his office was not aware of recent opportunities to expand provision at Babraham CoFE School and, therefore, this has not been a factor in their planning. He explained that, at initial pre-application consultations, the impression given by SCDC that they felt that the developments should be treated as being part of Sawston, rather than looking out towards Babraham. He also replied that his office remains open to exploring options with all stakeholders to develop the best solution for children and young people and remains open to one or two projects based on splits within developments.</p> <ul style="list-style-type: none"> • Cllr Laurie to reply or to arrange meeting to discuss with Mr Lewis. <p>Cllr McDonald reported that he had met with Section 106 Officer James Fisher and Mr Lewis and has asked Mr Fisher to restate the Parish Council case.</p> <p>Cllr Cuffley reported discussions with Mr Lewis and feels that the governing factor is Icknield School and a potential land-swap in H/1:c (moving the School into H/1:c). The combined developments will deliver almost 700 dwellings in Babraham: the LEA has to allocate places. Cllr Cuffley feels that repeated provision of Babraham Parish Council information has not been incorporated into strategy and planning by relevant Officers and Departments.</p> <ul style="list-style-type: none"> • Clerk to prepare document to be sent to all involved in these issues at strategic, planning and delivery
<p>1902/13</p>	<p>Request for specific projects that might mitigate consequences of H/1:b</p> <p>There was nothing to report under this item.</p>
<p>1902/14</p>	<p>Traffic and Transport</p> <p>Cllrs noted the Highways improvements suggestions shared with Cllr Cuffley. CCC Local Highways Officer Mr John O’Brien replied that he had issued an order to get target costs to reline the village and, as part of this, requested that SCDC use the sweeper in advance of relining (which might be in FY19—20). He will explore the other issues raised in our request.</p> <ul style="list-style-type: none"> • Clerk speak to SCDC to support his request for sweeping and lining. <p>Cllr Laurie had received and presented the feasibility study from CCC Highways Service Project Manager Joshua Rutherford on the Council’s outline PFHI proposal. The total sum (including VAT) is £23,409.55.</p> <p>Cllrs discussed (with assistance from Cllrs Cuffley and McDonald) other measures to reduce impact of traffic that would integrate and be coherent with works proposed in Sawston: in particular, Cllrs agreed speed limits should be reduced either from the current limit to include the Barn development on Sawston Road and to meet the expanded 30 mph limit from Sawston, making the entire road limited to 30 mph from Sawston to the A1307.</p> <p>Cllr Cuffley reported that the Sawston 20 mph limit contributes to lower traffic speeds, Cllr Attwood commented on the speed with which vehicles enter the village from the A1307. In the light of these discussions, Cllrs agreed to explore and, if possible, impose a limit of 20 mph between Rowley Lane and the junction at the A1307.</p> <ul style="list-style-type: none"> • Clerk to contact Highways to explore limits agreed by Cllrs.

	<p>Cheveley Farm Manager Steve Mumford had replied to apologise to the Council for Rowley Lane and to assure the Council that the Farm will restore the lane to a good condition as soon as the weather allows. He will seek to minimise impact in future harvests.</p> <p>Mr Mumford also reported that the Farm would consider renting land to the village for allotments and would meet Cllr Laurie to discuss</p> <ul style="list-style-type: none"> • Cllr Laurie to thank Mr Mumford and to arrange meeting to discuss allotments; • Clerk to survey Parishioner interest in allotment. <p>Clerk had not determined ownership of Rowley Lane</p> <ul style="list-style-type: none"> • Clerk to research ownership of Rowley Lane.
<p>1902/15</p>	<p>Neighbourhood Plan The next meeting will be Monday 25 February with all groups.</p>
<p>1902/16</p>	<p>Defibrillator Clerk outlined discussion with Clive Setter (AED Locator (EU)) on Heartsafe defibrillators. Clerk received order form with a total cost of £2,518.80, including £419.80 VAT. Cllrs were asked to note the Policy that sets out management, inspection and control of the equipment. Cllrs also asked to note print requirements: the Council and any installation provider would be able to have lettering explaining their contribution. George Inn Licensee, Claire Curson, had met Greene King to discuss installation: a response is expected shortly. Cllr Laurie proposed and Cllr Rogers seconded proposal to purchase and install Heartsafe defibrillator: carried unanimously.</p> <ul style="list-style-type: none"> • Clerk to seek three quotes for installation from local electricians.
<p>1902/17</p>	<p>Village event Cllrs discussed breakfast meeting at the 'Pink House', Babraham at 10.00 followed by a walk around village. Cllrs agreed this was a strong community event that would be likely to be well supported. Cllr Rogers proposed and Cllr Attwood seconded a proposal that the Council contribute £500 towards the cost of publicity, breakfast and support: carried unanimously.</p>
<p>1902/18</p>	<p>Leases with UKRI on Pocket Park and Sports Field Clerk had prepared indicative drawings of lands on which the Parish Council seeks renewed leases or new leases. Cllrs agreed the drawings should be forwarded.</p> <ul style="list-style-type: none"> • Clerk to send drawings to UKRI's Dana Warboys.
<p>1902/19</p>	<p>Tree works Cllr Rogers received updates quote of £280 for updated tree works. Cllr Laurie proposed and Cllr Attwood seconded accepting quote: carried unanimously.</p>
<p>1902/20</p>	<p>Litter and dog bins Cllr Laurie will move the bin when he receives delivery of straps. The A1307 northbound bus shelter has no bin: estimated cost of £280.00 for replacement with improved, bigger bin. Cllr Attwood proposed and Cllr Laurie</p>

	<p>seconded a proposal that GA Construction & Groundworks Ltd supply and install a new bin: carried unanimously. Council to seek Highways emptying service.</p> <ul style="list-style-type: none"> • Clerk to ask Brookfield to empty and carry out maintenance of and around new/resited bins and ask about additional cost. 																		
1902/21	<p>Welcome to Babraham leaflet</p> <ul style="list-style-type: none"> • Clerk to review and edit latest proof. 																		
1902/22	<p>Babraham Bulletin Cllr Attwood produced the Bulletin, which was welcomed by Cllrs.</p>																		
1902/23	<p>Council Year Clerk presented a summary of actions for Council during the year, with particular emphasis on the actions in the coming months towards the Council Year End.</p> <p>TO CONSIDER OTHER MATTERS</p> <p>FINANCE</p>																		
1902/24	<p>Receipts No receipts were received in this period.</p>																		
1902/25	<p>Payments The following payments were authorised.</p> <table> <tr> <td>Bin work: Brookfield</td> <td>£216.00 (Nett £180.00, VAT £36.00)</td> </tr> <tr> <td>PHFI fee: Cambridgeshire CC</td> <td>£500.00 (£0 VAT)</td> </tr> <tr> <td>PAYE January 18: HMRC</td> <td>£46.20</td> </tr> </table> <p>Clerk</p> <table> <tr> <td>Pay Nett January 2018</td> <td>£184.44</td> </tr> <tr> <td>Travel 11.4 miles</td> <td>£5.13</td> </tr> </table> <p>Clerk Total £189.57</p> <table> <tr> <td>Printing, paper: Cllr Attwood</td> <td>£33.97</td> </tr> <tr> <td>Office365 renew: Cllr Walker</td> <td>£287.28</td> </tr> <tr> <td>Hall Hire: Babraham School</td> <td>£14.25</td> </tr> <tr> <td>Total</td> <td>£1,287.27</td> </tr> </table>	Bin work: Brookfield	£216.00 (Nett £180.00, VAT £36.00)	PHFI fee: Cambridgeshire CC	£500.00 (£0 VAT)	PAYE January 18: HMRC	£46.20	Pay Nett January 2018	£184.44	Travel 11.4 miles	£5.13	Printing, paper: Cllr Attwood	£33.97	Office365 renew: Cllr Walker	£287.28	Hall Hire: Babraham School	£14.25	Total	£1,287.27
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1902/26	<p>Balances and Bank Reconciliation at 31 January 2018</p> <p>Balances held</p> <table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£19169.89</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£60877.01</td> </tr> <tr> <td>Total</td> <td>£80046.90</td> </tr> </table>	Unity Current A/C balance	£19169.89	Unity Savings A/C balance	£60877.01	Total	£80046.90												
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1902/27	<p>Internal auditor report Clerk had sent the Council cashbook and statements to Stuart Pollard at Auditing Solutions Ltd to review Clerk work: a response is expected this week.</p>																		
1902/28	<p>VAT Report Clerk has totalled itemised VAT purchases and will submit prior to next meeting.</p> <p>PLANNING</p>																		

<p>1902/29</p>	<p>Planning Applications S/0172/19/NM: (For information only) Non Material amendment of planning permission S/0518/17/FL to move the rooflight at Stable Cottage, High Street, Babraham, Cambridge, CB22 3AG; Mr Jamie Thomas. Cllrs discussed traffic access during works: any action is to be by landowner.</p>
<p>1902/30</p>	<p>S/0021/19/DC: (For information only) Discharge of Condition 1 (Materials) of Planning Application S.3482.18.FL - Installation of disabled access ramp, 8No paved hard-standings, pergola, replacement of existing fences and new perimeter fence with gated access from car park. The George Inn, High Street, Babraham, Cambridge, Cambridgeshire, CB22 3AG: Greene King PLC. No comment was made.</p>
<p>1902/31</p>	<p>S/4329/18/OL: Outline planning permission with all matters reserved for a phased, mixed use development comprised of up to 150,000 square metres of Gross External Area (GEA) ... Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Saffron Walden, Cambridgeshire, CB10 1RQ. Wellcome Trust Cllrs noted the comments prepared by the Working Group of Cllrs Rogers and Walker and Clerk and the decision to object on grounds specified in document circulated and agreed by majority vote (3 in favour).</p>
<p>1902/32</p>	<p>Planning decisions None was received.</p>
<p>1902/33</p>	<p>Correspondence Clerk had circulated: email from University about closures to Wych Road 29 January for seven days; email on discussion on E--W rail route.</p> <p>Items to report and inclusion in the next meeting</p> <p>The Meeting closed at 21.04.</p> <p>Date of next meeting: 14 March 2019 at 19.30.</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. Cllrs discussed Clerk contract.</p> <p>Signature: <i>Don Powell</i>, 8 March 2019 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>