

# Babraham Parish Council

Minutes of the Meeting held at Babraham Primary School on Thursday 12 September 2019

The meeting commenced at 19.31

<b>Present</b>	<p><b>Chair: Stuart Laurie</b>  <b>Councillors: Robert Attwood, Jane Goody, Charlotte Rogers</b>  <b>Mr Chapman, Cllr McDonald from 20.04</b>  <b>No members of the public</b></p>
<b>1909/01</b>	<p><b>TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE</b>          Apologies were received from Cllr Walker.</p>
<b>1909/02</b>	<p><b>TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA</b>          None was declared.</p>
<b>1909/03</b>	<p><b>TO SIGN AND APPROVE MINUTES OF MEETING DATED 8 AUGUST 2019</b>          The Minutes were approved unanimously by those present and signed.</p>
<b>1909/04</b>	<p><b>EXCLUSION OF THE PUBLIC</b>          None was required.</p>
<b>1909/05</b>	<p><b>PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED</b>          None was required.</p>
<b>1909/06</b>	<p><b>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald</b>          Cllr McDonald explained that his comments were covered in his report circulated before the meeting.</p>
<b>1909/07</b>	<p><b>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford</b>          No report was received. Cllrs resolved to send best wishes to Cllr Cuffley on learning of his recent illness.</p>
<b>1909/08</b>	<p><b>REPORT FROM Babraham Research Campus (BRC) representative</b>          Installation of the public art will be delayed for tree establishment; the trees must be dormant when replanted. The Campus anticipates January for planting with installation still slated for March/April.          Builders are working on two new builds: internal fitting to the shell and core. Tenants recruited so will complete both by end of May ready for occupation.          Some signage posts have been damaged or knocked down: BRC will reinstate in a more robust fashion.</p> <p><b>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</b></p>
<b>1909/09</b>	<p><b>Clerk's Report</b>          Clerk report is covered in Agenda items.</p>
<b>1909/10</b>	<p><b>Cycle incident</b>          Cllr Laurie reported a cyclist had been knocked off their bike at Copley Hill. Cllr Laurie discussed signage that cyclists should give way, in accordance with the road and cyclepath markings. Cllrs expressed concern that no action had been taken to improve safety by Highways.</p>

<b>1909/11</b>	<p><b>Boundary Review</b> Cllr Laurie suggested items of 'Pros and cons of Boundary Review' and 'Memorandum of Understanding'. Clerk to forward to Sawston PC.</p>
<b>1909/12</b>	<p><b>PFHI/LHI</b> No response received: deferred until next meeting.</p>
<b>1909/13</b>	<p><b>Wych Road</b> Cllr Rogers emailed Tam Parry and Josh Rutherford with detail of location: Mr Parry proposed meeting at Shire Hall. Cllrs Rogers and Laurie to agree dates.</p>
<b>1909/14</b>	<p><b>Greater Cambridge Partnership (GCP)</b> Cllr Rogers suggested that 30 mph limit be imposed from the junction of High Street A1307, rather than at Oak Lane as proposed; agreed unanimously. Clerk to send to GCP.</p>
<b>1909/15</b>	<p><b>Other traffic and transport</b> Clerk to contact SCDC re pathway condition. Clerk to meet Cllr Groves (Sawston PC) to review speed-sign data and to do a manual survey to validate camera data.</p>
<b>1909/16</b>	<p><b>Cambridgeshire and Peterborough Combined Authority Local Transport Plan</b> Cllrs discussed preferred option. Cllr Attwood to draft proposal for discussion and agreement by deadline. Mr Chapman, at the request of the Chair, explained the Campus view that the current Plan places the Transport Hubs too far from the Campus to make it attractive to employees. Option B is the closest. Cllr Attwood and Clerk to discuss with Mr Chapman.</p>
<b>1909/17</b>	<p><b>Street Lighting</b> Cllr Goody noted a street light was out in the High Street: Cllr Goody will report to CCC Highways. Clerk to action Unity Aid w/c 16 September.</p>
<b>1909/18</b>	<p><b>S.106</b> No action, except boundary review above, 1909/11.</p>
<b>1909/19</b>	<p><b>H/1:b</b> No actions since last meeting and emails circulated: SCDC approval of H/1:b (S/3729/18/FL).</p>
<b>1909/20</b>	<p><b>Huawei</b> Clerk has emailed to ask for a private meeting: Cllr McDonald expects Huawei application to reach SCDC Planning after Wellcome.</p>
<b>1909/21</b>	<p><b>New developments</b> Cllr McDonald had raised Gonville &amp; Caius and Marshall's developments; also raised review of AgriTech and Application from Wellcome.</p>
<b>1909/22</b>	<p><b>Bus Shelter on northbound A1307</b> Clerk to obtain three quotes for next meeting.</p>
<b>1909/23</b>	<p><b>Defibrillator</b> Cllr Laurie reported that Matthew Cox (Greene King) stated PC could make application for Listed Building consent: works would be done by Cubitt's. Cllr Laurie hopes to arrange a meeting. Clerk reported that Heartsafe informed that many public house installations were 'temporary structures' and that solar supply is insufficient to power the heater in winter.</p>

	<p>Cllr Laurie also reported that Babraham Institute might be able to run a cable under the wall to a post-mounted cabinet.</p> <p>Cllr Laurie proposed and Cllr Attwood seconded proposal that the Council explores the Babraham Institute option: agreed unanimously.</p>			
<b>1909/24</b>	<b>Leases with UKRI on Pocket Park and Sports Field</b>			
	<p>Cllr Laurie reported Sawston And Babraham Cricket Club (S&amp;BCC) are interested in the proposal for the Council to lease the land and to develop the Village Hall and Hub on the site. Babraham Village Hall Committee (BVHC) would oversee the build, and a management group of interested parties to manage the Hub and Fields. S&amp;BCC would have first option on use of site. Development would require long lease to be acceptable.</p>			
<b>1909/25</b>	<b>Allotments</b>			
	<p>Cllr Laurie reported email from Steve Mumford that the proposed site for allotments site not be available: Cllr Laurie to meet Mr Mumford meet to discuss.</p>			
<b>1909/26</b>	<b>Brookfield contract</b>			
	<p>Clerk to develop contract based on the guidance from Highways that they will empty A1307 bin weekly.</p>			
<b>1909/27</b>	<b>Neighbourhood Plan</b>			
	<p>Hannah Thomas has produced first draft: each group is reviewing.</p>			
<b>1909/28</b>	<b>Welcome to Babraham leaflet</b>			
	<p>No update.</p>			
<b>1909/29</b>	<b>Clerk appraisal</b>			
	<p>Clerk to arrange date with Cllrs Laurie and Walker.</p>			
<b>1909/30</b>	<b>Community event</b>			
	<p>Leaflets have been distributed to the community event on 12 October.</p>			
	<b>TO CONSIDER OTHER MATTERS</b>			
<b>1909/31</b>	<b>FINANCE</b>			
<b>1909/32</b>	<b>Receipts</b>			
	<p>No receipts in this period.</p>			
<b>1909/33</b>	<b>Payments due</b>			
	ICO	Data protection	ICO	£40.00
	<i>Brookfield Jul</i>	<i>Bin emptying</i>	<i>Brookfield</i>	£279.00
	<i>Brookfield Aug</i>	<i>Bin emptying</i>	<i>Brookfield</i>	£234.00
	<b>Brookfield</b>	<b>Bin emptying</b>	<b>Brookfield</b>	<b>£513.00</b>
	<i>HMRC</i>	<i>Tax Jul</i>	<i>HMRC</i>	£48.80
	<i>HMRC</i>	<i>Tax Aug</i>	<i>HMRC</i>	£61.00
	<b>HMRC</b>	<b>Tax</b>	<b>HMRC</b>	<b>£109.80</b>
	<i>Don Powell</i>	<i>Salary Jul</i>	<i>Don Powell</i>	£195.04
	<i>Don Powell</i>	<i>Salary Aug</i>	<i>Don Powell</i>	£243.80
	<i>Don Powell</i>	<i>Travel Jul</i>	<i>Don Powell</i>	£6.84
	<i>Don Powell</i>	<i>Travel Aug</i>	<i>Don Powell</i>	£1.71
	<i>Don Powell</i>	<i>Punched pockets</i>	<i>Amazon</i>	£11.71
	<i>Don Powell</i>	<i>Cut folders</i>	<i>Amazon</i>	£10.06
	<i>Don Powell</i>	<i>Stamps</i>	<i>Post Office</i>	16.8
	<b>Don Powell</b>	<b>Costs</b>	<b>Don Powell</b>	<b>£485.96</b>

	Babraham School	Hall Hire Aug	School	£14.25
	Babraham School	Hall Hire Sep	School	£14.25
	<b>Babraham School</b>	<b>Hall Hire</b>	<b>School</b>	<b>£28.50</b>
	Clerk requested permission to purchase envelopes and 2 packs of A4 paper for payment at next meeting: Cllr Laurie proposed, Cllr Rogers seconded; carried unanimously.			
<b>1909/34</b>	<b>Balances and Bank Reconciliation at 31 August 2019</b>			
	Balances held			
	Unity Current A/C balance		£14,918.95	
	Unity Savings A/C balance		£60,997.82	
	Total		£75,916.77	
<b>1909/35</b>	<b>Unity Bank</b>			
	Clerk to action Cllr Rogers login and request details from Cllrs Attwood and Goody.			
<b>1909/36</b>	<b>VAT Report</b>			
	Clerk has resent the VAT claim with updated bank details. Clerk will present 2018-19 claim and April 19-September 19 at the October meeting for approval.			
<b>1909/37</b>	<b>PLANNING</b>			
	<b>Planning Applications</b>			
<b>1909/38</b>	S/4329/18/OL: Updated documents regarding application at Wellcome Genome Campus Hinxton Saffron Walden, Cambridgeshire, CB10 1RQ. Response by 13 September 2019.			
<b>1909/39</b>	S/2746/19/FL: Two-storey side extension to Sutton House, Sawston Road, Babraham, Cambridge, Cambridgeshire, CB22 3LH. Response by 30 August 2019. No comment.			
<b>1909/40</b>	S/2739/19/FL: Two storey and part single storey rear extension to Field View, Sawston Road, Babraham, Cambridge, Cambridgeshire, CB22 3LH. Response by 30 August 2019. No comment.			
<b>1909/41</b>	<b>Planning decisions (as of 4 September 2019)</b>			
	S/3729/18/FL: Approval of 158 dwellings at Site H/1:b - Land North of Babraham Road, Sawston, Cambs. Noted.			
<b>1909/42</b>	<b>Correspondence</b>			
	<ul style="list-style-type: none"> <li>• Clerk presented formal reply from the solicitor at NALC that the sole mechanism to increase number of Cllrs is a Community Governance Review conducted by the primary council.</li> <li>• Cllrs received an email from Parishioner on discarded rubbish – could Council provide signs to discourage? Cllrs understood and shared the frustration expressed. Cllrs were not convinced that signage would be effective and will organise a litter pick (conducted one or two times each year). Cllr Attwood to reply.</li> <li>• Cllrs noted Electoral Roll updates.</li> <li>• Cllrs agreed to defer discussion of Community Gritting.</li> <li>• Cllrs noted Heidi Allen newsletter.</li> </ul>			
<b>1909/43</b>	<b>Items to report and inclusion in the next meeting</b>			
	<ul style="list-style-type: none"> <li>• <b>Clerk appraisal, backpay, overtime</b></li> </ul>			

<b>1909/44</b>	<p><b>PART II – CONFIDENTIAL INFORMATION</b></p> <p>None was required.</p> <p><b>The meeting closed at 20.53 pm</b></p> <p><b>Date of next meeting:</b> Thursday 10 October 2019 at 7:30pm</p> <p>Signature: <i>Don Powell</i>, 3 October 2019 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>
----------------	--