

Babraham Parish Council

To members of the Council

You are hereby summoned to attend the meeting of Babraham Parish Council to be held remotely on **Thursday 9 April 2020 at 19:30** for the purpose of considering and resolving the business as set out below.

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 the Public Participation Time.

Members: 5 Quorum: 3

The meeting will be conducted remotely Zoom; details will be posted on the website shortly before the meeting

Topic: Babraham Parish Council Meeting 9 April 2020

Time: Apr 9, 2020 07:30 PM London

	Part I: Non-Confidential Information
2004/01	To receive and approve apologies for absence
2004/02	To receive members' declaration of interest for items on this agenda
2004/03	To sign and approve minutes of meeting dated 12 March 2020
2004/04	Exclusion of the public To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.
2004/05	Public participation time – 15 minutes allowed
2004/06	Report from South Cambridgeshire District Councillor P McDonald
2004/07	Report from Cambridgeshire County Councillor K Cuffley and R Hickford
2004/08	Report from Babraham Research Campus (BRC) representative
2004/09	Clerk's Report
2004/10	Coronavirus To note or review communications from local and national authorities, views and volunteering actions from Parishioners and draft action plan for Parish. To resolve on actions for Parish Council.
2004/11	Audit To review draft audit documents and, if agreed, to resolve to submit to auditors and regulators.
2004/12	Insurance To review information and approve for the insurance renewal from Came & Co.
2004/13	Review Policies, Asset Register and Action Plan To review and approve, if agreed, Parish Council Policies, Asset Register and Action Plan.
2004/14	Traffic and transport

	To note and review correspondence and resolve on actions on traffic and transport in the Parish.																					
2004/15	Street Lighting To note actions on new provider.																					
2004/16	Defibrillator To agree actions to ensure correct operation of defibrillator.																					
2004/17	Council, Annual Council and Annual Parish Meeting To discuss and agree the format of and arrangements for the Meetings.																					
	FINANCE																					
2004/18	Receipts (as of 1 April 2020) £60.95 interest was received.																					
2004/19	Payments (as of 1 April 2020) <table border="0"> <tr> <td>SLCC</td> <td>Membership</td> <td>£92.00</td> </tr> <tr> <td>HMRC</td> <td>Tax</td> <td>£62.00</td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Salary Mar</i></td> <td><i>£260.12</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Travel Mar</i></td> <td><i>£3.42</i></td> </tr> <tr> <td>Don Powell</td> <td>Costs</td> <td>£263.54</td> </tr> <tr> <td>Ionos (Direct Debit)</td> <td>Mail and web services</td> <td>£24.00</td> </tr> <tr> <td>Unity Bank</td> <td>Service Charge</td> <td>£18.00</td> </tr> </table> <p>A full list of payments will be circulated and reviewed at the meeting.</p>	SLCC	Membership	£92.00	HMRC	Tax	£62.00	<i>Don Powell</i>	<i>Salary Mar</i>	<i>£260.12</i>	<i>Don Powell</i>	<i>Travel Mar</i>	<i>£3.42</i>	Don Powell	Costs	£263.54	Ionos (Direct Debit)	Mail and web services	£24.00	Unity Bank	Service Charge	£18.00
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2004/20	Purchases																					
2004/21	Balances and Bank Reconciliation at 1 April 2020 Balances held <table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£10,922.52</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£61,181.83</td> </tr> <tr> <td>Total</td> <td>£72,104.35</td> </tr> </table>	Unity Current A/C balance	£10,922.52	Unity Savings A/C balance	£61,181.83	Total	£72,104.35															
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2004/22	Unity Bank To note Clerk report on Bank signatories.																					
2004/23	Bookkeeping software To note costs of Xero financial software, approved January 2020, 2001/34.																					
	PLANNING																					
2004/24	Planning Applications (as of 1 April 2020) S/4241/19/FL: Deadline passed; 7 April 2020; 5 Cambridge Road Babraham Cambridge Cambridgeshire CB22 3AF, Construction of 2 Storey Rear/ Side Extension and internal alterations.																					
2004/25	Planning decisions (as of 1 April 2020) None was received.																					
2004/26	Correspondence Cllrs received collected email correspondence on 20, 24, 27, 30 March and 2 April. To note: <ul style="list-style-type: none"> • Government advice on meetings • Audit timetable • Closure of road projects 																					

2004/27	<ul style="list-style-type: none">• SCDC has five-year housing supply• Green bin collection cancelled• LHI process dates 1 April to 31 May 2020• SCDC bulletins <p>Items to report and inclusion in the next meeting</p> <p>Date of next meeting: Thursday 14 May 2020 at 7:30pm</p>
2004/28	<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>, 1 APRIL 2020 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>