

# Babraham Parish Council: Minutes of Meeting held 9<sup>th</sup> March 2023

Present:

- Denise Dear; Chair
- Damon Stanwell-Smith Vice Chair
- Jane Goody
- Charlotte Boast
- Cllr Peter McDonald
- Chris Chapman BRC
- Clerk: Anne Charteris
- 1 member of the public

	<p><b>Part I: Non-Confidential Information</b></p>
2303/01	<p><b>To receive and approve apologies for absence</b> Richard Bandy, Cllr Brian Milnes</p>
2303/02	<p><b>To receive members’ declaration of interest for items on this agenda</b> Damon Stanwell-Smith: Forest Garden</p>
2303/03	<p><b>To sign and approve minutes of meeting dated 9<sup>th</sup> Feb 2023</b> The Minutes were approved by all and signed</p>
2303/04	<p><b>Exclusion of the public</b> To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.</p>
2303/05	<p><b>Report from South Cambridgeshire District Councillor P McDonald</b> Cllr McDonald had sent in his report beforehand, this is available on the website but in brief: <b><u>South Cambs District Council</u></b> <b>Further £200,000 proposed for cost of living support</b> Plans for a further cost of living support package for residents, worth more than £200,000, have been published by South Cambridgeshire District Council. The proposals include a roadshow of cost of living talks, support to transform some Warm Hubs into Community Wellbeing Hubs, increasing awareness of Council Tax support, more free energy saving appliances and the creation of a South Cambridgeshire Sustainable Food Network. The plans will be presented to Cabinet on 20 March.</p> <p><b><u>Housing plans for 2023/24</u></b> The Council’s Housing Revenue Account is ring-fenced and used to maintain its stock of around 5,600 Council homes. Plans for housing include:</p> <ul style="list-style-type: none"> <li>• Having doubled the number of new Council homes built from 35 in 2019/20 to 70 in 2021/22, the new target is for at least 75 new energy-efficient Council homes to be delivered every year.</li> <li>• During the next two years, more than £2 million has been allocated to continue to upgrade existing housing stock, as part of continuing carbon reduction efforts.</li> </ul> <p><b><u>Asylum Seekers Hotel Housing</u></b> The Home Office has informed local councils that they are now using the Cambridge Bar Hill Hotel as accommodation for asylum seekers. This is part of a national programme throughout the UK to deal with an increase in the number of people arriving in the UK and the decision by the Home Office to ‘disperse’ asylum seekers across the country.</p> <p>Local Plan- any new settlements will be known April/May.</p>

2303/ 06	<p><b>Report on behalf of Cambridgeshire County Councillors Brian Milnes and Maria King</b> <b><u>Cambridgeshire County Report</u></b></p> <p><b><u>Secondary School Places</u></b> The number of pupils offered a place at one of their preferred Cambridgeshire secondary schools has risen. In total, 6459 pupils have been allocated a place at their first-choice secondary school for September 2023, compared to 6285 last year.</p> <p><b><u>Highways Update</u></b> The March Highways Committee has a number of updates relevant locally: <a href="https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1925/Committee/62/Default.aspx">https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1925/Committee/62/Default.aspx</a></p> <p><b><u>Civil Parking Enforcement</u></b> Final stages of this now being implemented and so we will write to the SoS to ask for implementation this year. <a href="#">Document.ashx (cmis.uk.com)</a></p> <p><b><u>Highways Capital Programme</u></b> The proposed programme for 2024/25 is as below: <a href="#">Document.ashx (cmis.uk.com)</a></p> <p><b><u>Highways Maintenance Programme</u></b> The works programme for S Cambs for 25/56 is as follows: <a href="#">Document.ashx (cmis.uk.com)</a></p> <p><b><u>20 MPH Programme</u></b> Details of this has been published. There will be £100k in 2023 and £150k in the following 2 years. <a href="https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-the-local-highway/20mph-funding">https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-the-local-highway/20mph-funding</a></p> <p><b><u>Other Work</u></b> There will be £40k for improvement access to Whittlesford Station. <a href="#">Document.ashx (cmis.uk.com)</a></p> <p><b><u>Active Travel Strategy</u></b> There is a new Active Travel Strategy for the County including a Strategy for New Developments. <a href="#">ATS (cmis.uk.com)</a></p>
2303/ 07	<p><b>Report from Babraham Research Campus (BRC) representative</b></p> <ol style="list-style-type: none"> <li>1. Sewage contamination has been discovered in the river close to Babraham Pumping Station, this does not come from BRC, It has been reported to the Environment Agency, if anyone else would like to report it, the OS co-ordinate is TL5016251253</li> <li>2. A large amount of landscaping work including trees and shrub planting has been done and will continue. Hedge planting has been done.</li> <li>3. The new building is due to be finished by end of Feb 2024.</li> </ol>
2303/ 08	<p><b>Cheveley Park Development Plans</b> Nothing to report. Parish Councillors are looking to obtain an electronic copy.</p>
2303/ 09	<p><b>Greater Cambridge Partnership (GCP) Cambridge South East Transport (CSET)</b> Nothing to report.</p>
2303/ 10	<p><b>Public participation time – 15 minutes allowed</b> Potholes- some have now been repaired; however the repair has started coming out already. This may be due to increased number of construction traffic coming through the village, also noted that farm traffic comes through fairly fast as well. It was asked whether a pedestrian crossing could be put in, the cost is very high but may be something that could be done with the next amount of Sec 106 money.</p>
2303/ 11	<p><b>Forest Garden Project.</b> Hannah Thomas had sent in a report as unable to attend.</p> <ol style="list-style-type: none"> <li>1. <b>Forest Garden progress</b> With Spring arriving, the garden has been mowed to prevent over competition from grass for the garden trees and shrubs.</li> </ol>

Six local heritage fruit trees (five different local apple varieties and a 'Cambridge Gage' species) been planted. The first batch of 16 2<sup>nd</sup> year shrubs has arrived, and 8 of them have been planted into the foraging hedge at the north end of the forest garden. Unfortunately, the second box of shrubs appears to have been lost in delivery, so the supplier has arranged to replace the remaining 26 plants, which due for delivery in the next few days.

### 2. Rabbit proofing the north end of the garden

Work has now begun on rabbit proofing the foraging hedge section of the forest garden and should be completed in time for most of the 2<sup>nd</sup> year shrub planting. Since the original quote for the 2<sup>nd</sup> year budget, the costs for materials have increased considerably. As such, the original budget will not cover both the rabbit proofing and the additional bridle gate planned for the very top boundary. The bridle gate option has been removed, since there are still two access points into and out of the forest garden.

### 3. Forest garden governance

An agile Forest Garden Steering Committee be created to make high level decisions about the long-term maintenance, funding and sustainability of the forest garden.

Following the February PC meeting discussion about a potential governance structure, it is proposed that this Steering Committee have the following roles and responsibilities:

Roles:

- 1 Babraham Parish Council Representative
- 1 Research Campus Representative
- 1 Forest Garden Project Manager
- 1 Community Representative from the Forest Garden Friends

Responsibilities:

- I. To agree an ownership model for the Community Forest Garden
- II. To agree how to fund any costs associated with the Forest Garden
- II. To agree long term management structures (e.g. Project Manager contract or other)
- V. To provide governance support

### 4. School Raised Beds

After the School requested that the raised beds be moved to improve the frequency of use at the School, I have agreed with the teaching staff and Headmistress that they will take on the responsibility for managing and financing any further work done on the raised beds. They have expressed their gratitude to the Parish Council for funding the raised beds and have invited any Parish Councillors to arrange a visit to see how the children are using the raised beds. Furthermore, the teaching staff have agreed that they do not want grass protection matting in the new raised bed location, so the advanced payment (£450) for this purchase has been returned to the Forest Garden PC funds.

Next steps:

- Invite membership to the Steering Group and draft ToR for approval of the Group.
- More volunteer planting days to be held when plants have arrived and the weather is slightly warmer
- Identify additional funds for the 3<sup>rd</sup> year of the project.

### 2303/ Neighbourhood Plan

12 Funding- the group will apply for more funding to continue the process. The PC were asked if they would be able to donate the money needed if applications were not successful. Cllr DD proposed to fund this and seconded by Cllr CB, all in agreement.

### 2303/ General Village Matters and new items for discussion

13 To discuss any other village matters.

**Kings Coronation:** to discuss if the PC could offer a donation for events.eg. there is a proposed funfair at The George on the BH Monday and the church are serving cream teas and streaming the event on the Saturday. An amount of £500 suggested as this was the donation to the Jubilee. To discuss other

contributions for the Coronation. Chair to contact the George and also the Church to see what would be best to offer.

**Better Than Busway:** Distribution of Better Busways flyers - Stephen Partridge-Hicks has given the Chair about 200 of these and distribution of these has begun around the parish.

**Dog Poo bins.** New bin has been put up in Church Lane to replace the broken one, however Brookfield say that these bins fill very quickly and suggested another bin put up, perhaps near the footpath gate by the Church turning circle? It was decided that a bin at this location is not appropriate due to being in the way when wedding photos are taken. Emptying of bins to be monitored as it was thought that if bins are emptied each week, then bins should be able to cope with the amount, it was if bins missed that the amount was too much for the bins to take.

**Review of Policies .**

Councillors had reviewed and approved the following current Policies :

- Standing Orders
- Financial Regulations
- Code of Conduct
- Risk Register
- Safeguarding
- Data Protection and Privacy
- Health and Safety

**FINANCE**

**2303/14 Receipts (as of 2<sup>nd</sup> March 2023)**  
**VAT refund from HMRC: £3384.04**

**2303/15 Payments (as of 2<sup>nd</sup> March 2023)**

**2303/16 Paid**

Clerk	Salary/Tax/Expenses	<b>£426</b>
Hugo Fox	Website provider	<b>£35.99</b>
Ionos	Email subs	<b>£22.80</b>
Hannah Thomas	Forest Garden	<b>£150.00</b>
Drax	Street Lighting	<b>£11.50</b>

- A full list of payments was circulated, reviewed and approved at the meeting

**2303/17 Balances and Bank Reconciliation at 2<sup>nd</sup> March 2023**

Unity Current A/C balance	£6,535.52
Unity Savings A/C balance	£46,579.33
Cambridge Building Society	£80,361.37
<b>TOTAL</b>	<b>£133,476.22</b>

**PLANNING**

**2303/18 Applications Received:**  
 Information only  
 Local Planning Authority: South Cambridgeshire District Council  
 Proposal: T1 Black Walnut - crown-reduce by 4m in height and by 2m in width.  
 Site address: 43 High Street Babraham Cambridgeshire  
 Reference: 23/0237/TTCA  
 Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/0237/TTCA>

**2303/  
19**     **Planning decisions: None**

**2303/  
20**     **Correspondence.**

**2303/  
21**     **Items for inclusion in the next meeting.**

Pocket Park- find out details of lease.

Village Hall- who would run/manage the new Hall and discuss the Governance, decide on a spokesperson from the PC.

**Date of next meeting:** Thursday 13<sup>th</sup> April 2023 at 7:30pm

**2303/  
22**     **Part II: Confidential Information**

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.

Signature: *Anne Charteris*     **14<sup>th</sup> March 2023**

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