

# Babraham Parish Council: Agenda

## To members of the Council

You are hereby summoned to attend the meeting of Babraham Parish Council to be held remotely on **Thursday 9 July 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 circulated 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 using Zoom conferencing using the following details: the password is available from the Clerk and will be published on this site and the noticeboard.**

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|                | <b>Part I: Non-Confidential Information</b>  |
| <b>2007/01</b> | <b>To receive and approve apologies for absence</b>  |
| <b>2007/02</b> | <b>To receive members' declaration of interest for items on this agenda</b>  |
| <b>2007/03</b> | <b>To sign and approve minutes of meeting dated 11 June 2020</b>   |
| <b>2007/04</b> | <b>Exclusion of the public</b><br>To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.  |
| <b>2007/05</b> | <b>Public participation time – 15 minutes allowed</b>  |
| <b>2007/06</b> | <b>Report from South Cambridgeshire District Councillor P McDonald</b>   |
| <b>2007/07</b> | <b>Report from Cambridgeshire County Councillor K Cuffley and R Hickford</b>   |
| <b>2007/08</b> | <b>Report from Babraham Research Campus (BRC) representative</b>   |
| <b>2007/09</b> | <b>Clerk's Report</b>  |
| <b>2007/10</b> | <b>Coronavirus</b><br>To note or review communications from local and national authorities, views and actions from Parishioners and other publics. To resolve on actions for Parish Council.   |
| <b>2007/11</b> | <b>Greater Cambridge Partnership (GCP)</b><br>Update on Scheme 6 and 7 and works by Mott McDonald and partners on A1307 and associated activity. To review other discussions and actions on GCP works on Park& Ride and associated activity. |
| <b>2007/12</b> | <b>Annual Governance and Accountability Return (AGAR)</b><br>Cllrs to note PKF Littlejohn acknowledge receipt of Parish Council return and Council notification that it is exempt from review.   |
| <b>2007/13</b> | <b>Traffic, transport and LHI</b><br>To review traffic and transport issues, works on Babraham Road and the High Street, and resolve on any actions.<br>Cllrs to note report from Cllr Goody on street sweeping.                             |

|                           |  |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
|---------------------------|--|---------------------------|------------|---------------------------|----------------------|----------------|----------------|-------------------|--------------------|----------------|-------------------|--------------------|--------------|-------------------|--------------|----------------|---------------------|-----------------------|---------------|---------------------------|------------|--------------|---------------------------|--------------|---------------|---------------------------|--------------|--------------|---------------------|--------------------|---------------|
| <b>2007/14</b>            | <b>Local Plan and local developments</b><br>To discuss South Cambridgeshire action on Local Plan, potential developments in the Parish and developments in progress and to resolve on any actions.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/15</b>            | <b>Street Lighting</b><br>To review correspondence and resolve on actions on street lighting.  |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/16</b>            | <b>Defibrillator</b><br>To note wireless option and review activities and resolve on actions on to ensure correct operation of defibrillator.  |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/17</b>            | <b>Clerk appraisal</b><br>To note Clerk appraisal document sent to Cllr Walker, to be reviewed when complete.  |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/18</b>            | <b>Footbridge on Rowley Lane</b><br>Cllrs to note actions on repair to footbridge.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/19</b>            | <b>Clerk leave</b><br>Cllrs to note that Clerk expects to be on leave 1—16 August inclusive.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/20</b>            | <b>Neighbourhood Plan</b><br>Cllrs to consider report from Cllr Attwood and to resolve on any actions.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
|                           | <b>FINANCE</b>   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/21</b>            | <b>Receipts (as of 30 June 2020)</b><br>None was received.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/22</b>            | <b>Payments (as of 30 June 2020)</b><br><table border="0"> <tr> <td>HMRC</td> <td>Tax</td> <td><b>£65.00</b></td> </tr> <tr> <td>Brookfield Gardening</td> <td>Bins and grass</td> <td><b>£324.00</b></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Salary June</i></td> <td><i>£260.12</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Travel June</i></td> <td><i>£6.84</i></td> </tr> <tr> <td><b>Don Powell</b></td> <td><b>Costs</b></td> <td><b>£266.96</b></td> </tr> <tr> <td>Ionos: Direct Debit</td> <td>Mail and web services</td> <td><b>£24.00</b></td> </tr> <tr> <td>Haven Power: Direct Debit</td> <td>Continuous</td> <td><i>£2.66</i></td> </tr> <tr> <td>Haven Power: Direct Debit</td> <td>Dusk to dawn</td> <td><i>£33.94</i></td> </tr> <tr> <td>Haven Power: Direct Debit</td> <td>Dawn to dusk</td> <td><i>£2.85</i></td> </tr> <tr> <td>Haven Power (total)</td> <td>Electricity supply</td> <td><b>£39.45</b></td> </tr> </table> <p>A full list of payments will be circulated and reviewed at the meeting.</p> | HMRC                      | Tax        | <b>£65.00</b>             | Brookfield Gardening | Bins and grass | <b>£324.00</b> | <i>Don Powell</i> | <i>Salary June</i> | <i>£260.12</i> | <i>Don Powell</i> | <i>Travel June</i> | <i>£6.84</i> | <b>Don Powell</b> | <b>Costs</b> | <b>£266.96</b> | Ionos: Direct Debit | Mail and web services | <b>£24.00</b> | Haven Power: Direct Debit | Continuous | <i>£2.66</i> | Haven Power: Direct Debit | Dusk to dawn | <i>£33.94</i> | Haven Power: Direct Debit | Dawn to dusk | <i>£2.85</i> | Haven Power (total) | Electricity supply | <b>£39.45</b> |
| HMRC                      | Tax  | <b>£65.00</b>             |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Brookfield Gardening      | Bins and grass   | <b>£324.00</b>            |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <i>Don Powell</i>         | <i>Salary June</i>   | <i>£260.12</i>            |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <i>Don Powell</i>         | <i>Travel June</i>   | <i>£6.84</i>              |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>Don Powell</b>         | <b>Costs</b>   | <b>£266.96</b>            |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Ionos: Direct Debit       | Mail and web services  | <b>£24.00</b>             |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Haven Power: Direct Debit | Continuous   | <i>£2.66</i>              |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Haven Power: Direct Debit | Dusk to dawn   | <i>£33.94</i>             |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Haven Power: Direct Debit | Dawn to dusk   | <i>£2.85</i>              |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Haven Power (total)       | Electricity supply   | <b>£39.45</b>             |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/23</b>            | <b>Purchases</b><br>Cllrs asked to approve renewal of Avast Antivirus £59.99, invoice 4 July 2020, by Clerk credit card.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/24</b>            | <b>Balances and Bank Reconciliation at 29 June 2020</b><br>Balances held<br><table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£13,484.42</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£61,181.83</td> </tr> <tr> <td>Total</td> <td>£74,666.25</td> </tr> </table>  | Unity Current A/C balance | £13,484.42 | Unity Savings A/C balance | £61,181.83           | Total          | £74,666.25     |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Unity Current A/C balance | £13,484.42   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Unity Savings A/C balance | £61,181.83   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| Total                     | £74,666.25   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/25</b>            | <b>Unity Bank</b><br>To note Clerk report on Bank signatories.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
| <b>2007/26</b>            | <b>VAT</b><br>Cllrs to review and, if agreed, approve reclaim of VAT for the period Oct 19-Mar 20.   |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |
|                           | <b>PLANNING</b>  |                           |            |                           |                      |                |                |                   |                    |                |                   |                    |              |                   |              |                |                     |                       |               |                           |            |              |                           |              |               |                           |              |              |                     |                    |               |

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| <b>2007/27</b> | <p><b>Planning Applications (as of 3 July 2020)</b></p> <p>CCC/20/033/FUL 9 [<b>deadline 8 July</b>]: Construction of a new staggered junction, footway/cycleway; an at grade unsignalised crossing point for pedestrians and cyclists at the A1307/Haverhill Road/Gog Farm shop junction; a new right turn filter lane and upgraded crossing point for pedestrians and cyclists at the Gog Farm Shop entrance, including associated engineering and landscape works.</p> <p>20/01932/HFUL: Two storey side extension, first floor side extension, conversion of existing attached garage to habitable use to include a single storey front extension, and erection of a single storey detached garage; Yorke House High Street Babraham CB22 3AG</p> |
| <b>2007/28</b> | <p><b>Planning decisions (as of 3 July 2020)</b></p> <p>20/01196/LBC: Janie Thomas, Stable Cottage, High Street, Babraham; installation of two Velux rooflights and retention of rooflight on north-west elevation of Listed property. Approved (Received 19 June 2020)</p> <p>20/01241/HFUL: Two storey rear extension over existing flat roof plus other external alterations; 5 Cambridge Road Babraham CB22 3AF. Refused (Received 2 July 2020)</p>   |
| <b>2007/29</b> | <p><b>Correspondence</b></p> <p>Clrs received collected email correspondence on 29 June and 3 July. To note:</p> <ul style="list-style-type: none"> <li>• Coronavirus activities and support services</li> <li>• SCDC newsletters and Parish bulletins</li> <li>• Cambridgeshire County Council newsletters</li> <li>• Planning Department bulletin</li> </ul>  |
| <b>2007/30</b> | <p><b>Items to report and inclusion in the next meeting</b></p> <p><b>Date of next meeting:</b> Thursday 13 August 2020 at 7:30pm</p>   |
| <b>2007/31</b> | <p><b>Part II: Confidential Information</b></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> 3 July 2020</p> <p>Don Powell, 68 Woodland Road, Sawston, CB22 3DU<br/> <a href="mailto:clerk@babraham-village.net">clerk@babraham-village.net</a></p>  |