

# Babraham Parish Council

Minutes of the Meeting held at Babraham Primary School on Thursday 8 August 2019

The meeting commenced at 19.31

<b>Present</b>	<b>Chair: Stuart Laurie</b> <b>Councillors: Gareth Walker, Robert Attwood, Jane Goody, Charlotte Rogers</b> <b>Mr Chapman.</b> <b>1 members of the public</b>
<b>1908/01</b>	<b>TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE</b> Apologies were received from the Clerk, Chris Chapman and Peter McDonald
<b>1908/02</b>	<b>TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA</b> None was declared.
<b>1908/03</b>	<b>TO SIGN AND APPROVE MINUTES OF MEETING DATED 9 JULY 2019</b> The Minutes were approved unanimously by those present and signed.
<b>1908/04</b>	<b>EXCLUSION OF THE PUBLIC</b> None was required.
<b>1908/05</b>	<b>PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED</b> None was required.
<b>1908/06</b>	<b>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald</b> Apologies received and no report received.
<b>1908/07</b>	<b>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford</b> No report received.
<b>1908/08</b>	<b>REPORT FROM Babraham Research Campus (BRC) representative</b> Mr Chapman reported that there would be a delay on the public artwork because the trees selected to go around the artwork can only be planted later in the year.  <b>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</b>
<b>1908/09</b>	<b>Clerk's Report</b> Cllr Walker noted that Clerk reported that items were covered in the Agenda.
<b>1908/10</b>	<b>Budget</b> Cllr Laurie explained the changes to the budget and Cllrs reviewed. Approved unanimously.
<b>1908/11</b>	<b>Governance</b> Cllr Walker explained process to increase number of councillors. Clerk to investigate the requirements to get an extra two people. Approved unanimously.
<b>1908/12</b>	<b>Boundary Review</b>

	Next boundary review meeting is on 1 October at Spicers Pavilion. Agreed all Cllrs should try to attend but agreed that Cllr Laurie to speak on behalf of Council. Council position has not changed since the last boundary meeting.
<b>1908/13</b>	<b>PFHI/LHI</b> LHI application was submitted by Cllr Walker on Sunday 4 August.
<b>1908/14</b>	<b>Wych Road</b> Cllr Walker forwarded contacts to Cllr Rogers for the appropriate people and will arrange a date to meet up with Tam Parry and Josh Rutherford.
<b>1908/15</b>	<b>Greater Cambridge Partnership (GCP)</b> Nothing to discuss
<b>1908/16</b>	<b>Other traffic and transport</b> Cllrs noted that the relining has been done. Regarding pathways, Cllrs resolved to ask the Clerk to write to Highways to seek repair of poor condition. Clerk has collected further speed sign data. Cllrs raised issues with tractors driving at unsafe speed and unsafe manner. Cllrs noted that Cheveley Park Farms had arranged a litter pick on Rowley Lane and the Council wish to record their thanks for rectifying this.
<b>1908/17</b>	<b>Cambridgeshire and Peterborough Combined Authority Local Transport Plan</b> Resolved to defer to next meeting.
<b>1908/18</b>	<b>Street Lighting</b> Cllr Goody reports street lights are working on Oak Lane. Clerk is looking into whether Council is liable for utility charge. Cllrs resolved to appoint Utility Aid as consultant to find best prices. Cllr Laurie signed form to sign up.
<b>1908/19</b>	<b>S.106</b> No action needed.
<b>1908/20</b>	<b>H/1:b</b> Cllrs noted response that this seemed unlikely to be actioned by the Secretary of State. Cllrs agreed to await information from Sawston for next action.
<b>1908/21</b>	<b>Huawei</b> Cllrs agree a private meeting would be best: Clerk to arrange with Cllrs Laurie, Walker and Rogers.
<b>1908/22</b>	<b>New developments</b> Cllrs noted Gonville & Caius at Duxford and Marshall's possible move to Duxford; to discuss at next meeting.
<b>1908/23</b>	<b>Bus Shelter on northbound A1307</b> Cllrs agreed to try and restore existing bus stop. Clerk to get three quotes for the work.
<b>1908/24</b>	<b>Defibrillator</b> Cllr Rogers asked that, as we have the defibrillator, is it worth contacting the company to find out if can set up as standalone with solar panel? Clerk to find out if this is feasible

	<p>and costs. Cllr Laurie reported that Greene King were almost uncontactable after multiple emails, texts etc. Cllr Laurie contacted CEO, got a call back but still not been able to talk. Cllr Laurie to discuss with Institute to see if they could assist.</p>
<b>1908/25</b>	<p><b>Leases with UKRI on Pocket Park and Sports Field</b>  Cllr Laurie met with Sawston And Babraham Cricket Club (S&amp;BCC) Chair and Vice Chair; they are extremely keen to improve facilities. They are optimistic that the teams will be promoted next season and have access to funding. Ground is also used for neutral matches. The Village Hall Committee have decided that the School option is not feasible due to requiring constant use, and the School would require the Village Hall Committee to fund changes to the class room. The Village Hall Committee has decided the only option left is to work with S&amp;BCC, to knock down existing pavilion and build new facility with changing rooms, etc. S&amp;BCC would be able to move the boundary. They are talking to their Executive to see if they can come up with funding. This would involve Babraham Parish Council taking on the lease for the field, and S&amp;BCC would then sublet the field from the Council. Council approves the S&amp;BCC proposal, as they maintain the field. Village Hall Committee would run the hall and would decide on usage of the field. S&amp;BCC have a letter which is a gentleman's agreement with the Institute; if the Council partners with S&amp;BCC a long-term lease is more likely, which would make it easier to build the Village Hall Any payment of rents and other charges would need to be decided. At the moment they pay subscriptions that go towards pavilion cost. If the Council moves the Village Hall, then other possibilities, such as a tennis court, might be possible. Cllrs discussed bringing cars in round the back of the school. Cllr Laurie to get agreement from S&amp;BCC and then forward to institute. Cllrs approved this plan of action.</p>
<b>1908/26</b>	<p><b>Brookfield contract</b>  Problems continue with the A1307 bins: Cllr Goody spoke to Highways who gave permission to move dustbin, and responded that they would empty the bin at bus stop. Cllr Goody called again, as hadn't been done, and was told it was the Council's bus stop and hence Council responsibility; Highways agreed to do it once, and Cllr Goody contacted again and is waiting for them to come back. Cllr Rogers suggest we get confirmation in writing. Cllr Laurie to arrange emptying</p>
<b>1908/27</b>	<p><b>Neighbourhood Plan</b>  The teams met recently; the NP is planned out now with different tasks for different people, to be written up. Progressing.</p>
<b>1908/28</b>	<p><b>Welcome to Babraham leaflet</b>  Clerk to pass information to Cllr Attwood.</p>
<b>1908/29</b>	<p><b>Clerk appraisal and salary</b>  Clerk to arrange on his return. Cllr Laurie proposed and Cllr Walker seconded payment of back pay: carried unanimously.</p>
<b>1908/30</b>	<p><b>Zero-carbon funding</b>  Timing is too early for the Village Hall; review at later date.</p>
<b>1908/31</b>	<p><b>Community event</b>  Community event of a BBQ with nature walk on 12 October to be arranged. Balance of event budget was noted: £230.77</p>

<b>1908/32</b>	<p><b>Actions on Correspondence</b> Cllrs approved payment of £30 subscription as Council Friend of the Roman Road and Fleam Dyke.</p>						
<b>1908/33</b>	<p><b>Code of Conduct</b> Cllrs resolved to accept. Cllr Laurie proposed, Cllr Rogers seconded; approved unanimously.</p> <p><b>TO CONSIDER OTHER MATTERS</b></p>						
<b>1908/34</b>	<b>FINANCE</b>						
<b>1908/35</b>	<p><b>Receipts</b> <b>NONE?</b></p>						
<b>1908/36</b>	<p><b>Payments due</b> Payments to be presented at the meeting. Invoices received as of the above date: Friends of the Roman Road and Fleam Dyke: £30 (minimum for Corporate members). Councillors to note underpayment to Clerk of £92.40 and to decide whether to approve for end of August payroll.</p>						
<b>1908/37</b>	<p><b>Balances and Bank Reconciliation at 31 July 2019</b> Balances held</p> <table border="1"> <tr> <td>Unity Current A/C balance</td> <td>£15,240.55</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£ 60,997.82</td> </tr> <tr> <td>Total</td> <td>£76,238.37</td> </tr> </table>	Unity Current A/C balance	£15,240.55	Unity Savings A/C balance	£ 60,997.82	Total	£76,238.37
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<b>1908/38</b>	<p><b>Unity Bank</b> Clerk to advise in September on current status of signatories.</p>						
<b>1908/39</b>	<p><b>VAT Report</b> Cllr Walker updated that the VAT had been refunded to the wrong bank, and Clerk was resubmitting. Cllr Walker updated that the Clerk was in process of doing 18/19 return.</p>						
<b>1908/40</b>	<b>PLANNING</b>						
<b>1908/41</b>	<p><b>Planning Applications</b> None was received as of this date</p>						
<b>1908/42</b>	<p><b>Planning decisions</b> S/1583/19/FL: Approval of hardstanding at The George Inn.</p>						
<b>1908/43</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Cllr Laurie reported correspondence from Copley Hill about cyclist being knocked over nearby.</li> </ul>						
<b>1908/44</b>	<p><b>Items to report and inclusion in the next meeting</b></p> <ul style="list-style-type: none"> <li>• Discussion of parish comments to Highways regarding cycle paths</li> <li>• Update on allotments</li> </ul> <p><b>Closed 20:48</b></p>						

1908/45	<p><b>Date of next meeting:</b> Thursday 12 September 2019 at 7:30pm</p> <p><b>PART II – CONFIDENTIAL INFORMATION</b></p> <p><b>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.</b></p> <p>Signature: <i>Don Powell</i>, 5 September 2019 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>
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