

Babraham Parish Council: Minutes of Annual Meeting of the Parish Council

Denise Dear: Vice Chair

Rob Attwood

Kelly Hathaway

Cllr Peter Fane

Cllr Peter McDonald

Chris Chapman BRC

Stuart Hay BRC

Anne Charteris: Clerk

Members of the Public: 0

	Part I: Non-Confidential Information
2605/01	To receive and approve apologies for absence : Cllrs Tim Jones, Stuart Laurie and Cllr Laurence Damary-Homan: all absences approved.
2605/02	To elect a Chair of the Parish Council for the ensuing year. Stuart Laurie was proposed (in his absence) by Denise Dear, seconded by Rob Attwood, all in agreement.
2605/03	To elect a Vice Chair of the Parish Council for the ensuing year. Denise Dear proposed by Rob Attwood and seconded by Kelly Hathaway, all in agreement.
2605/04	To co-opt Councillors to the Parish Council. Deferred until the next meeting.
2605/04	To elect Council Representatives to outside bodies Neighbourhood Plan-Rob Attwood Forest Garden- Denise Dear Babraham School- Kelly Hathaway Village Hall- Stuart Laurie
2605/05	To receive members' Declaration of Interest for items on this agenda None declared.
2605/06	To sign and approve Minutes of Meeting dated 9th April 2026 Approved and signed.
2605/07	Exclusion of the public To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.
2605.08	Public participation time – 15 minutes allowed
2605/09	Report from South Cambridgeshire District Councillor P McDonald The report can be viewed online
2605/10	Report from Cambridgeshire County Councillor. The report can be viewed online
2605/11	Report from Babraham Research Campus (BRC) representative Chris Chapman introduced Stuart Hay who will be taking over as COO at the BRC as Chris Chapman is retiring after over 40 years, this was his last meeting. Thanks were given to Chris for all his very hard work and for his excellent contributions and help to the parish Council. He will be missed by all, best wishes were given for his retirement.

	<p>For clarity, since the changes in estate management responsibilities, all the estate land that is to the southern side of the river is in the hands of The Babraham Institute. The land extending out from the northern bank remains as being managed by the campus company BRCL. In both cases, reaching out to our helpdesk will ensure the enquiry/issue is directed to the right person for solving it, either from the Institute or BRCL. contact details for the campus post my departure this week.</p> <p>For everyday things regarding maintenance of the estate, use of the public spaces running through them and issues for the parish that arise from the campus activities (or lack of it) the first port of call should be:</p> <p>brchelpdesk@babraham.co.uk</p> <p>Regarding the changes to planning application (details under Planning), the changes are in response to comments made, these relate to Transport, waste management, environmental impact and local flooding.</p> <p>The multi storey carpark will replace current parking and will improve the outlook. Parking will be for people on the campus and new buildings, nothing will be higher than the tree canopy, and will be landscaped to screen this building to make it as unobtrusive as possible. There are currently 600 spaces and this will increase to 1000.</p>
2605/12	<p>Forest Garden Project. Nothing new to report</p>
2605/13	<p>Year End and Annual Governance and Accountability Return</p> <p>Cllrs reviewed and approved the Year-End documentation and Annual Governance and Accountability Return (AGAR), which had been circulated in advance. Clerk will now send in to the Auditor.</p>
2605/14	<p>Village Hall -updates. Work has now begun on the Village Hall. The latest invoice from KWA for £3,600 was approved for payment.</p>
2605/15	<p>Neighbourhood Plan.</p> <p>A Pre-submission Draft NP was produced by the Babraham NP Working Group and was reviewed by the Local Planning Authority (LPA) NP Team in April 2024. LPA feedback informed us that significant delays to the emerging Greater Cambridge Local Plan would prevent the submission of a NP that included any policies on housing development inside the Green Belt (i.e. The Close).</p> <p>Since then, however, the BRC have decided to move ahead with an application for outline planning permission for housing development in The Close. An approved NP will mean that all proposed developments or changes, including the future detailed planning application for the Close, will need to take account of to the Design Guidelines that have been developed through the NP process. If the NP is developed and approved to align with the BRC planning process, we will be able to demonstrate that Babraham Parish has met its housing allocation and has no need for any further development.</p> <p>A plan has been established to complete the Neighbourhood Plan this year, which will also require the local planning authority to complete a series of actions, before final public consultation and referendum of the village next year.</p>
2605/16	<p>CSET Updates.</p> <ul style="list-style-type: none"> The Public Inquiry has been delayed until at least June. It will probably continue to be delayed until we get the results from the Inspectors' Recommendations to

	<p>the Transport Minister on the Cambourne to Cambridge (C2C) busway and then the ministers decision, which could be another 6 months.</p> <ul style="list-style-type: none"> • Peter Freeman’s Cambridge Delivery Group is now a Development Corporation and they are now reconsidering the entire transport strategy from Cambridge. • The Mayor of Cambridge, Paul Bristow, is fully supportive of Better Ways for Busways (BW4B) alternative route along the A1307. This route will cost £100 million less than the GCP’s route through the countryside. • BW4B has raised almost £200,000 from local residents, Parish Councils, environmental and heritage groups to fight the GCP’s proposed scheme. • BW4B has assembled a team of experts covering transport, planning, visual impact and ecology along with a law firm and barrister. They are preparing the statement of case in preparation of the public inquiry. • All further donation would be very much appreciated. See WWW.BW4B.org 																											
<p>2605/16</p>	<p>Updates from last meeting Flooding Brick Row- still happening, reported again. Waste food caddies were thrown in a heap along with road signs, reported to Peter McDonald. Breakfast at the Church get-together, date to be arranged.</p> <p>General Village Matters and new items for discussion</p> <ul style="list-style-type: none"> • EV Charging points in the village, deferred to next meeting • Insurance. The premium (including IPT and all fees) for the year will be: £1,169.48, it was agreed to go ahead with the renewal. <p>FINANCE</p>																											
<p>2605/17</p>	<p>Receipts (as of 5th May 2026)</p> <p style="text-align: right;">SCDC Precept £14,000 VAT refund £4687.74 Chevely Park poo bin £233.35 Bank interest £2,425.17</p>																											
<p>2605/18</p>	<p>Payments (as of 5th May 2026)</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Clerk</td> <td style="width: 40%;">Salary/Tax/Expenses-</td> <td style="width: 30%; text-align: right;">confidential</td> </tr> <tr> <td>Hugo Fox</td> <td>Website provider</td> <td style="text-align: right;">£35.99</td> </tr> <tr> <td>C Morris</td> <td>Bins/grasscutting</td> <td style="text-align: right;">£400.00</td> </tr> <tr> <td>Unity Trust bank</td> <td>Bank charges</td> <td style="text-align: right;">£7.90</td> </tr> <tr> <td>Hannah Thomas</td> <td>Forest Garden</td> <td style="text-align: right;">£313.79</td> </tr> <tr> <td>GA construction</td> <td>Bus shelter repainted</td> <td style="text-align: right;">£710.22</td> </tr> <tr> <td>P B Doyle</td> <td>Village Hall build</td> <td style="text-align: right;">£1915.20</td> </tr> <tr> <td>I love pdf</td> <td>Editing subs</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>YTB</td> <td>Payroll</td> <td style="text-align: right;">£216</td> </tr> </table> <ul style="list-style-type: none"> • A full list of payments was circulated, reviewed and approved at the meeting. 	Clerk	Salary/Tax/Expenses-	confidential	Hugo Fox	Website provider	£35.99	C Morris	Bins/grasscutting	£400.00	Unity Trust bank	Bank charges	£7.90	Hannah Thomas	Forest Garden	£313.79	GA construction	Bus shelter repainted	£710.22	P B Doyle	Village Hall build	£1915.20	I love pdf	Editing subs	£30.00	YTB	Payroll	£216
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2605/19	<p>Balances and Bank Reconciliation at 5th May 2026</p> <p>Balances held:</p> <table border="1"> <tr> <td>Unity Current A/C balance</td> <td style="text-align: right;">£16,009.03</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td style="text-align: right;">£466,732.42</td> </tr> <tr> <td>Cambridge Building Society</td> <td style="text-align: right;">£85,878.44</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£568,619.89</td> </tr> <tr> <td>Above total includes Reserves:</td> <td></td> </tr> <tr> <td> Sec 106/ Village Hall</td> <td style="text-align: right;">£423,141.07</td> </tr> <tr> <td> Public Art</td> <td style="text-align: right;">£ 56,933.97</td> </tr> <tr> <td> Playground</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td> Forest Garden</td> <td style="text-align: right;">£421.32</td> </tr> <tr> <td> Total Reserved</td> <td style="text-align: right;">£505,496.36</td> </tr> <tr> <td>Total remaining for BPC</td> <td style="text-align: right;">£63,123.53</td> </tr> </table> <p>PLANNING</p> <p>Applications received: Amendment to: Local Planning Authority: South Cambridgeshire District Council Proposal: Outline application (all matters reserved apart from access) for mixed-use development at Babraham Research Campus including employment (laboratory and office) floorspace (Class E(g)(i)(ii)), up to 83 residential dwellings (Class C3), supporting community uses and social infrastructure including a nursery (Class E(f)), retail uses and community facilities (Class E(a,b,d), Class F2 (a-b)), one multi-storey car park, associated landscaping and works, demolition and infrastructure works. Site address: Babraham Research Campus High Street Babraham Reference: 25/04634/OUT Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/04634/OUT</p> <p>I have received an amendment to the above application. The amendment is: Revised design code, landscape and green infrastructure and movement and access parameter plans, planning statement, landscape and open space assessment, design and access statement, flood risk assessment and drainage report, employment and skills plan, waste management plan, and the Environmental Statement (including the ecology, transport, water resources, cumulative assessment and non-technical summary chapters). You may want to comment on the amendment(s). Viewing the details of the application and making comments Please go to: https://applications.greatercambridgeplanning.org/onlineapplications/PLAN/25/04634/OUT to view plans and documents associated with this application. If you wish to make comments on this proposal, please do so by 4 June 2026 using the above link. <i>No objections.</i></p>	Unity Current A/C balance	£16,009.03	Unity Savings A/C balance	£466,732.42	Cambridge Building Society	£85,878.44	Total	£568,619.89	Above total includes Reserves:		Sec 106/ Village Hall	£423,141.07	Public Art	£ 56,933.97	Playground	£25,000.00	Forest Garden	£421.32	Total Reserved	£505,496.36	Total remaining for BPC	£63,123.53
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2605/20	Planning decisions																						
2605/21	Correspondence.																						
2605/22	Items for inclusion in the next meeting																						
2605/23	Dates of next meetings: Thursday 11th June 2026 at 7:30pm Thursday 9th July 2026																						

	<p style="text-align: center;">No meeting in August</p> <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>Anne Charteris</i> 20th May 2026</p> <p>10 Duxford Road, Hinxton, Saffron Walden, Essex CB10 1RB 01799 531827</p>
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