

# Babraham Parish Council

## To members of the Council

You are hereby summoned to attend the meeting of Babraham Parish Council at **The George Inn** on **Thursday 13 February 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**

	<b>Part I: Non-Confidential Information</b>
<b>2002/01</b>	<b>To receive and approve apologies for absence</b>
<b>2002/02</b>	<b>To receive members' declaration of interest for items on this agenda</b>
<b>2002/03</b>	<b>To sign and approve minutes of meeting dated 19 December 2019</b>
<b>2002/04</b>	<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.
<b>2002/05</b>	<b>Public participation time – 15 minutes allowed</b>
<b>2002/06</b>	<b>Report from South Cambridgeshire District Councillor P McDonald</b>
<b>2002/07</b>	<b>Report from Cambridgeshire County Councillor K Cuffley and R Hickford</b>
<b>2002/08</b>	<b>Report from Babraham Research Campus (BRC) representative</b>
<b>2002/09</b>	<b>Clerk's Report</b>
<b>2002/10</b>	<b>2020 Precept</b> Cllrs to note precept submission and response circulated previously: the Band D equivalent is reduced by 1.97% on 2019/20.
<b>2002/11</b>	<b>Review Policies</b> To review and approve, if agreed, Parish Council Policies.
<b>2002/12</b>	<b>Boundary Review and S.106</b> To discuss and, if required, to resolve on action on Memorandum of Understanding.
<b>2002/13</b>	<b>Greater Cambridge Partnership (GCP), A1307 and Transport Hub work</b> To discuss and resolve on actions on GCP activities, including A1307 works, Transport Hub, Park & Ride.
<b>2002/14</b>	<b>Local Highways Initiative (LHI)</b> To note review by CCC Highways, any response and to resolve on any actions.
<b>2002/15</b>	<b>Other traffic and transport</b> To note actions on potholes in the village and resolve on any actions.

<b>2002/16</b>	To note request by Clerk to Highways to trim the carriageway side of the hedge opposite H/1:b. Update from Clerk on speed sign data.																																	
<b>2002/17</b>	<b>Street Lighting</b> To note Clerk actions on new provider, current offers and resolve on actions.																																	
<b>2002/18</b>	<b>Defibrillator</b> To agree actions to ensure correct operation of defibrillator, any training, mapping on Google maps and publicity.																																	
<b>2002/19</b>	<b>Leases with UKRI on Babraham Pocket Park and Sports Field</b> To discuss actions on leases and resolve to take any actions.																																	
<b>2002/20</b>	<b>Huawei</b> To note planning documents circulated previously and to consider topic discussions for proposed meeting.																																	
<b>2002/21</b>	<b>Neighbourhood Plan</b> To note report from Cllr Attwood and agree actions.																																	
<b>2002/22</b>	<b>Meeting schedule 2020</b> To note meeting arrangements for 2020. To resolve on future meetings; 12 March; 9 April; 14 May; 11 June; 9 July; 13 August; 10 September; 8 October; 12 November.																																	
<b>2002/23</b>	<b>Website and email accounts</b> To note any challenges with transfer and to consider finances, including payment by Direct Debit.																																	
<b>2002/24</b>	To consider Few Lane and Planning Department discussion.																																	
<b>2002/25</b>	To consider and resolve on actions around Operation London Bridge.																																	
	<b>FINANCE</b>																																	
<b>2002/26</b>	<b>Receipts (as of 7 February 2020)</b> There were no receipts as of this date.																																	
<b>2002/27</b>	<b>Payments (as of 7 February 2020)</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">GA Construction</td> <td style="width: 30%;">Bus shelter</td> <td style="width: 40%; text-align: right;"><b>£5,965.22</b></td> </tr> <tr> <td>GA Construction</td> <td>Paving</td> <td style="text-align: right;"><b>£156.00</b></td> </tr> <tr> <td>Cambridgeshire CC</td> <td>Electricity/lighting</td> <td style="text-align: right;"><b>£530.98</b></td> </tr> <tr> <td>HMRC</td> <td>Tax, NI</td> <td style="text-align: right;"><b>£81.40</b></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Salary Jan</i></td> <td style="text-align: right;"><i>£325.00</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Travel Jan</i></td> <td style="text-align: right;"><i>£1.71</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>A4 paper</i></td> <td style="text-align: right;"><i>£6.99</i></td> </tr> <tr> <td><i>Don Powell</i></td> <td><i>Stamps</i></td> <td style="text-align: right;"><i>£16.80</i></td> </tr> <tr> <td><b>Don Powell</b></td> <td><b>Costs</b></td> <td style="text-align: right;"><b>£350.50</b></td> </tr> <tr> <td>Babraham CofE School</td> <td>Hall Hire</td> <td style="text-align: right;"><b>£45.00</b></td> </tr> <tr> <td>Ionos</td> <td>Mail and web services</td> <td style="text-align: right;"><b>£24.00</b></td> </tr> </table> <p>A full list of payments will be circulated and reviewed at the meeting.</p>	GA Construction	Bus shelter	<b>£5,965.22</b>	GA Construction	Paving	<b>£156.00</b>	Cambridgeshire CC	Electricity/lighting	<b>£530.98</b>	HMRC	Tax, NI	<b>£81.40</b>	<i>Don Powell</i>	<i>Salary Jan</i>	<i>£325.00</i>	<i>Don Powell</i>	<i>Travel Jan</i>	<i>£1.71</i>	<i>Don Powell</i>	<i>A4 paper</i>	<i>£6.99</i>	<i>Don Powell</i>	<i>Stamps</i>	<i>£16.80</i>	<b>Don Powell</b>	<b>Costs</b>	<b>£350.50</b>	Babraham CofE School	Hall Hire	<b>£45.00</b>	Ionos	Mail and web services	<b>£24.00</b>
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<b>2002/29</b>	<b>Balances and Bank Reconciliation at 31 January 2020</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Balances held</td> </tr> <tr> <td style="width: 70%;">Unity Current A/C balance</td> <td style="width: 30%; text-align: right;">£17,826.06</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td style="text-align: right;">£61,120.88</td> </tr> </table>	Balances held		Unity Current A/C balance	£17,826.06	Unity Savings A/C balance	£61,120.88																											
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	<b>Total</b>	<b>£78,946.94</b>
	Note balances end December of £80,073.75.	
<b>2002/30</b>	<b>Unity Bank</b> To note Clerk report on Bank signatories.	
<b>2002/31</b>	<b>VAT Report</b> To note Clerk report on 2019-20 VAT return, prepared as Apr-Sep 2019.	
<b>2002/32</b>	<b>Bookkeeping software</b> To review and resolve on approval of costs of Xero financial software.	
	<b>PLANNING</b>	
<b>2002/33</b>	<b>Planning Applications (as of 7 February 2020)</b> None was received.	
<b>2002/34</b>	<b>Planning decisions (as of 7 February 2020)</b> None was received.	
<b>2002/35</b>	<b>Correspondence</b> <ul style="list-style-type: none"> <li>• Street names for H/1:b</li> <li>• Local Plans adopted</li> <li>• A14 opens early</li> <li>• Planning policy and updates</li> </ul>	
<b>2002/36</b>	<b>Items to report and inclusion in the next meeting</b> <b>Date of next meeting:</b> Thursday 12 March 2019 at 7:30pm	
<b>2002/39</b>	<b>Part II: Confidential Information</b>  <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>  Signature: <i>Don Powell</i> , 5 February 2019 Don Powell, 68 Woodland Road, Sawston, CB22 3DU	