

Babraham Parish Council

Minutes of the Babraham Parish Meeting

Held at Babraham Primary School

On Thursday 8 November 2018

Meeting commenced at 19.30

Present	Chair: Stuart Laurie Councillors: Robert Attwood, Jane Goody, Gareth Walker, Charlotte Rogers Cllr Cuffley, Cllr McDonald (left at 20.43), Mr Chapman (left at 20.43), Keith Warth (KWA), James Fisher (SCDC: left at 20.43).
1811/01	TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE None was received.
1811/02	TO RECEIVE MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA None was declared.
1811/03	TO SIGN AND APPROVE MINUTES OF MEETING DATED 11 October 2018 The Minutes were approved unanimously by those present and signed.
1811/04	EXCLUSION OF THE PUBLIC Cllrs agreed to discuss Clerk Salary Matters under Part II – Confidential Information.
1811/05	PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED None was required.
1811/06	REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR P McDonald Cllr McDonald asked for any comments and suggestions on the removal on the limit on Council House building, opening opportunities for Council housing. Cllr McDonald highlighted SCDC Brexit Advisory Committee small-business service and the new Climate Change & Environment Committee. Cllr McDonald expressed concern about road-crossing proposals at Genome Campus. AgriTech Application has gone to Appeal.
1811/07	REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford Cllr Cuffley reported that Cllr Hickford had been unwell. of General Purposes Committee agreed to invest £3.413m from the council's smoothing fund into the children's services budget for any significant problems: especially devoted to Children in Care. Funds also made available for adult social care. Cllr Cuffley is Vicechair of the Community & Partnerships Committee, which seeks better prevention of Hate Crime: meeting due in November. National government is to give money for road improvements, especially potholes and repairs. Cllr Cuffley suggested that the Genome Campus proposals were well developed: 1100 of 1500 proposed dwellings are single use or flats. However, the proposal includes 4000 new jobs, so there will be pressure on roads and infrastructure. Cllr Rogers asked about funding for foster care: Cllr Cuffley replied that this, as well as adoption, are under consideration.

<p>1811/08</p>	<ul style="list-style-type: none"> • Cllr Laurie asked Cllr Cuffley to pass on the best wishes from Babraham Parish Council to Cllr Hickford. <p>REPORT FROM Babraham Research Campus (BRC) representative</p> <p>Mr Chapman reported that the two building are on schedule, with completion expected March 2019.</p> <p>The Public Art Condition Steering Group (includes local and campus representation) has selected and commissioned an artist: final presentation on developments in December. Decisions and application for installation by December, with installation in place in May 2019, if successful. The proposal is an environmentally based installation to encourage insects and wildlife, to be sited in parkland east of Babraham Hall, next to the cycle path. Mr Chapman to bring design to Parish meeting once agreed.</p> <p>BRC will control the poplars in the Pocket Park: works might take several days in February.</p> <p>BRC is helping St Peter’s Church in application for toilet facilities by providing access to foul drainage.</p> <p>Cllr Rogers asked about road closures: the Parish Council will post advice on its website. Mr Chapman asked Babraham Parish Council to note work by Mr Jones on the village bonfire and the Remembrance celebration.</p> <ul style="list-style-type: none"> • Cllr Laurie noted Mr Jones’ contribution and asked Mr Chapman to pass on the Council’s thanks. <p><u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u></p>
<p>1811/09</p>	<p>Clerk’s Report</p> <p>Clerk comments on Wellcome Campus Presentation, Saturday 20 October, were covered in presentation by Cllr Cuffley.</p>
<p>1811/10</p>	<p>H1 Planning and Developments</p> <p>Clerk reported that the Working Group draft Parish Council response to S/3729/18/FL (H/1:b Application) was reviewed by Cllrs, unanimously approved and signed off. Clerk submitted comments by email and delivered by hand because the SCDC Planning website was down.</p> <p>Cllr Laurie introduced and welcomed Mr Warth and Mr Fisher, thanking them for taking time to clarify development issues. Mr Warth explained his role at KWA: Mr Fisher, as S106 Officer, helps Parish Councils and other stakeholders and guides Planning Department on to how best to mitigate consequences of developments.</p> <p>Cllr Laurie outlined pressure on the village, traffic and the school. Babraham CofE School seeks to develop numbers to around 150 students and the Parish Council leads development of village hub. He expects that new residents of H/1:b will see Babraham CofE School as a first choice, given its excellent reputation and OFSTED assessment. Cllr Laurie mentioned that about half of current students are from Sawston.</p> <p>Cllr Laurie noted that the new Distribution Hub in Sawston is expected to generate 40—80 HGV movements per day, with perhaps two-thirds of these through Babraham. The Council is gathering current information on current movements from the automated traffic-management device. Measures might the Parish would seek might include highways improvements and other actions.</p> <p>However, Cllr Laurie understood that the larger part of S106 funds would go to Icknield School.</p> <p>Mr Fisher reported there are two mechanisms to mitigate: by obligation and by condition. To address highways as a result of development, SCDC might impose a S278</p>

condition. S106 legal requirements control use of land and mitigation between partners.

Parish Councils are very rarely a signatory – SCDC will receive any funds and then pass on. S106 recognises a number of considerations: mindful of new threshold of scale (>10); pooling limit (perhaps does not affect Babraham) only five contributions towards project; statutory tests. Planning Committee has ultimate say but acts under guidance from the Planning Officer.

In the case of H/1:b, there is a new document of the consultation response from CCC as LEA. This has not been published yet, because SCDC is seeking clarification from CCC on one element of requests.

Clr Laurie asked how much would be allocated to Babraham Parish.

Mr Fisher replied none.

At Icknield, Early Years students will be accommodated in a new facility and the school will add one class. This remains a live issue at CCC LEA.

Clr Laurie asked about the process.

Mr Fisher replied that SCDC is in the middle of the consultation period; the Council will base its assessment on LEA document. Current estimates are for 27 Early Years, 18 Primary and 17 Secondary students.

Clr Laurie detailed that 45 of 89 current students at Babraham CofE School are resident in Sawston and hence the proposed distribution of S106 funds seemed inappropriate and does not recognise the real position

Mr Fisher replied that conversations are still to take place and current thinking seems to be founded on the greatest convenience for travel.

Clr Laurie expressed disgust at way the Parish has been treated throughout discussions, deliberations and in not being included in meetings on issues that so clearly affect the Parish and its residents.

Clr Cuffley expressed his strong disappointment at the bad communication throughout the H/1:b process, noting that: the density of dwellings had almost doubled; 50% of Babraham students are from Sawston; and that if the precedent set by H/1:b of 43.5 dph is enacted for H/1:c then Babraham and Sawston Parishes face massive problems.

Clr Cuffley explained plans to expand Sawston’s Bellbird School, stating that the consequent traffic problem is not being addressed. He stated that Icknield School is currently 40 students below capacity.

Clr Cuffley also outlined the possibility of a land swap between areas within H/1:c and Icknield School: if that were to go ahead, Babraham might be excluded. If all proposals are approved, traffic through Babraham might increase by 30%–40%. He stated that the bottom line is that Babraham is disadvantaged in all the proposals.

Mr Fisher agreed that Clr Cuffley raised interesting points and that County Cllrs are working to address needs. HE suggested that Babraham Parish Council should better articulate what its needs are as actually both schools could receive funding.

Clr Laurie explained that the Babraham CofE School was on land owned by a Trust. Parish proposals are that the area around the School would become the Village Hub: a new Village Hall would be available to the School by day and the community out of school hours. The Parish Council will seek adjacent land for parking.

Mr Fisher asked if there were current build plans.

Clr Laurie explained the Village Hall Committee held around £200,000 towards projected costs of £750,000, and hoped that Lottery Council, Community Chest and other funders might support development of the Hub as the new centre of the village.

Mr Fisher suggested that SCDC might see this as a positive development and asked what were the timings for the projects.

Clr Laurie explained that the work was in early stages, but the Village Hall Committee

	<p>was strenuously seeking a rapid solution.</p> <p>ClIr McDonald suggested that he and ClIr Cuffley write to SCDC and CCC that, until the issues raised have been properly explored that decisions on H/1:b should be put on hold. He noted parallels with Duxford, which benefitted from helpful work from Mr Fisher on the new Community Centre at SCDC Planning</p> <p>ClIr Laurie welcomed the suggestion and expressed the Parish Council’s gratitude for the support.</p> <p>ClIr Cuffley, declaring as Chair of Sawston Parish Council, hoped benefits would accrue also to Babraham. He mentioned the possible Boundary Review; reviews show Sawston residents to be opposed and he suspected Babraham residents might also. If he were to be pragmatic, he indicated that 80%--85% of S106 funds might go to Sawston Parish. Babraham Parish would receive the Council Tax in Precept and assume the responsibilities.</p> <p>Mr Chapman noted that the School is a key facility for BRC and heavily used by staff. There will be 500 more staff at occupation of current builds. Mr Chapman considered that a request to lease land for other improvements, such as the Village Hub, was likely to be supported.</p> <p>ClIr Rogers asked what other projects might benefit from S106.</p> <p>Mr Fisher first highlighted that the Highways assessment is still ongoing and examining what package of measures might be required. He suggested they would welcome Babraham Parish Council input. The work is led by (Mr) Tam Parry at CCC, assessing the Applicant Transport Assessment and informing Planning of best approaches. The Local Plan SHLA worked from 200 pieces of land, identifying about a dozen. They are engaged with service providers: how would you mitigate? Caxton had a similar objection where a proposed Local Plan allocation was referred to as “Cambourne West” whereas the site was in Caxton.</p> <p>Mr Fisher then picked up the point from ClIr Rogers of what other projects might be suitable. He explained that if funds were allocated for an outdoor space, for example, Babraham could seek a portion of those funds. In the absence of any other proposals, the allocation would be to Sawston and Mr Fisher expects Sawston to request monies to support outdoor spaces at the Cambridge City Football Club site. Policy will dictate the quantum and will look to where funds are allocated.</p> <p>ClIr Laurie explained that the Parish Council of today was new and different to previous Councils in seeking village improvements and arguing their case for fair treatment.</p> <p>ClIr Rogers asked if the S106 allocation would be based solely on H/1:b.</p> <p>Mr Fisher replied that SCDC would be mindful of H/1:c, which would attract its own S106.</p> <p>ClIr Rogers noted that Icknield was seeking to build 120 places</p> <p>Mr Fisher said that H/1:b S106 was likely to contribute towards that.</p> <p>ClIr Cuffley reiterated that the decision-makers have to treat H/1:c at same time as H/1:b and that SCDC has the responsibility to produce fair, coherent and consistent decisions.</p>
1811/11	<p>Request for specific projects that might mitigate consequences of H/1:b</p> <p>ClIrs agreed to move to following items, because discussion of projects was covered in 1811/11.</p>
1811/12	<p>2019/20 Precept</p> <p>ClIrs agreed to defer to the January 2019 meeting, with a Working Group to meet in December to frame proposals.</p>

1811/13	<p>2019/20 Budget Cllr Laurie explained the budget, which had been circulated in advance. Mr Laurie proposed and Mr Attwood seconded approval of the Budget, which was approved unanimously.</p>
1811/14	<p>Traffic and Transport Cllr Laurie reported that he had received no response from CCC Highways. Cllr Cuffley will take up the issue and attempt to expedite.</p>
1811/15	<p>Neighbourhood Plan Cllr Attwood reported that the next Group Meeting will be in two weeks.</p>
1811/16	<p>Leases with UKRI on Pocket Park and Sports Field Cllr Laurie explained that, as part of the Village Hub proposals, the lease review is on hold as Council explores leasing a larger parcel of land.</p>
1811/17	<p>External Audit No additional contact had been received.</p>
1811/18	<p>Register of Interests Form Cllr Rogers will scan and send.</p>
1811/19	<p>Defibrillator Clerk had not received quotes for three options: Cllrs had approved expenditure at previous meeting and Working Group to review options prior to January meeting.</p>
1811/20	<p>Scaffolding at Chalk Farm Scaffolding was removed shortly after the previous meeting.</p>
1811/21	<p>Dog bins Cllr Goody reported SCDC Michael Parsons approved the Council moving the dog bin; Cllr Rogers to arrange transfer. Council was informed that the bin next to Oak Lane can be used for both general and dog waste.</p>
1811/22	<p>Tree works Cllr Rogers reported that the work on the Tree Preservation Order is lodged with SCDC.</p>
1811/23	<p>Welcome to Babraham leaflet Clerk had drafted text to be incorporated before January meeting.</p>
1811/24	<p>Babraham Bulletin Cllrs congratulated Cllr Attwood, agreeing that the Bulletin was very readable.</p>
1811/25	<p>Remembrance Day events Cllr Laurie reported that the events included a Morning Service at the Memorial: Sawston Youth Group Marching Band will leave from Babraham School to the Village Memorial at 12.00, where Revd Alan Partridge will lead a short service with laying of wreaths at 12.30. Cllr Jane Goody will lay a wreath on behalf of the Parish Council. The band will return to the School after the Service. In conjunction with St Peter’s Church and Babraham Research Campus and the Parish</p>

<p>1811/26</p>	<p>Council, Revd Alan Partridge will host a short evening ceremony in Church Lane, Babraham. A beacon will be lit at 18.20, followed by Revd Alan Partridge reading First World War poems and the assembly singing 'Silent Night' to mark the end of hostilities 100 years ago.</p> <p>Upgrade to Clerk laptop Cllrs approved expenditure on storage to improve performance of Clerk laptop. Current costs were: Crucial 8GB RAM from Amazon to speed overall performance: £61.97 480 GB SSD (Kingston kit from MrMemory) to make more robust and secure: £125.50 Estimated total £187.47</p> <p><u>TO CONSIDER OTHER MATTERS</u></p> <p><u>FINANCE</u></p>						
<p>1811/27</p>	<p>Receipts No credits were received in this period.</p>						
<p>1811/28</p>	<p>Payments Because Parish Council had not been able to establish online payment through Unity Bank, cheques were issued for payments agreed at October meeting. October Invoices: 1. PKF Littlejohn (AGAR): £240 2. Clerk salary and expenses: £289.46 3. School Hall Hire: £42.75 November Invoices: 1. Brookfield Contracting (12 October): £360 (£300.00 + £60.00 VAT); 2. Total for Clerk (October): £202.62 Clerk Net Salary: £184.44 Clerk travel: £18.18 Income tax included below 3. HMRC Income Tax due (June—Oct pay periods): £150.00 To be paid in November 4. Cllr Laurie expenses: £29.70 Councillors approved payments. HMRC to be paid in November after confirming Income Tax due with payroll company YTB Ltd.</p> <p>Clerk overtime was taken from Confidential Matters and discussed in open meeting. Cllrs approved payment of back-dated Clerk overtime and Clerk work on Planning response, subject to calculation of sums due by YTB Ltd. Payments to be confirmed at meeting on 10 January 2019 Calculated Clerk overtime: training and research: £240.25 Calculated work on Planning Response: £317.13</p>						
<p>1811/29</p>	<p>Balances and Bank Reconciliation at 31 October 2018 Balances held</p> <table border="1" data-bbox="343 1870 1117 1982"> <tr> <td>Unity Current A/C balance</td> <td>£21888.77</td> </tr> <tr> <td>Unity Savings A/C balance</td> <td>£60597.30</td> </tr> <tr> <td>Total</td> <td>£82486.07</td> </tr> </table>	Unity Current A/C balance	£21888.77	Unity Savings A/C balance	£60597.30	Total	£82486.07
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1811/30	<p>VAT Report Clerk has started to review invoices paid to assign and reclaim VAT. Will complete review in November and submit to HMRC.</p>
	<p><u>PLANNING</u></p>
1811/31	<p>Planning Applications (as of 31 October 2018) S/3482/18/LB. Installation of disabled access ramp, 8No paved hard-standings, pergola, replacement of existing fences and new perimeter fence with gated access from car park at The George Inn. Greene King. No comment (Comment by 6 November 2018).</p>
1811/32	<p>S/3481/18/FL. Installation of disabled access ramp, 8No paved hard-standings, pergola, replacement of existing fences and new perimeter fence with gated access from car park at The George Inn. Greene King. No comment (Comment by 6 November 2018).</p>
1811/33	<p>S/4039/18/VC. Removal of condition 1 (agricultural occupancy) of planning consent S/0158/88/D for one dwelling at Worsted Cottage, London Road Old A11, Babraham (Parish of Balsham), Cambridge, CB22 3AX. Mr Michael Tucker. No comment.</p>
1811/34	<p>S/3776/18/DC. Discharge of Condition 3 (Precise Details) of Planning Permission S/3438/17/LB. 40, High Street, Babraham, Cambridge, Cambridgeshire, CB22 3AG. Ms Jo O'Shaughnessy. For information only.</p>
1811/35	<p>Planning decisions None was received.</p>
1811/36	<p><u>Correspondence</u> Clerk noted the Planning Document 'Uttlesford Addendum Focussed Changes', circulated to Cllrs, which outlines changes to A505, including at Wych Road. Cllr Cuffley reported to Chair that he had been informed that consultation with local landowners had been very poor around local Highways work projects.</p> <p>Items to report and inclusion in the next meeting Precept: Cllrs to complete and return valuation The Meeting closed at 21.13</p> <p>Date of next meeting: 10 January 2019 at 7:30pm</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>Don Powell</i>, 10 December 2018 Don Powell, 68 Woodland Road, Sawston, CB22 3DU</p>