

## **Babraham Parish Council.**

### **To members of the Council.**

You are hereby summoned to attend the meeting of Babraham Parish Council at **Babraham Primary School** on **8th February 2018** at **7.30pm** for the purpose of transacting the following business.

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 ‘Public Participation Time’.**

### **PART I – NON-CONFIDENTIAL INFORMATION**

<b>0218/01</b>	<b>TO RECEIVE ANY APOLOGIES FOR ABSENCE</b>
<b>0218/02</b>	<b>TO RECEIVE MEMBERS’ DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA</b> Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting.
<b>0218/03</b>	<b>TO SIGN &amp; APPROVE MINUTES OF MEETING DATED 11<sup>th</sup> January 2017</b> Copy circulated via email for information.
<b>0218/04</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>0218/05</b>	<b>PUBLIC PARTICIPATION TIME – 15 MINUTES ALLOWED</b>
<b>0218/06</b>	<b>REPORT FROM SOUTH CAMBRIDGESHIRE DISTRICT COUNCILLOR A G Orgee</b>
<b>0218/07</b>	<b>REPORT FROM CAMBRIDGESHIRE COUNTY COUNCILLOR K Cuffley and R Hickford</b>
<b>0218/08</b>	<b>REPORT FROM Babraham Bioscience Technologies Ltd (BBT) representative.</b>  <b><u>TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES</u></b>
<b>0218/09</b>	<b>Local Highways Improvement Funding Bid 2017/18 for Babraham High Street/A1307 Intersection</b> Update if available.
<b>0218/10</b>	<b>Clerk’s Report.</b>
<b>0218/11</b>	<b>Neighbourhood Plan.</b> Cllr Attwood has set a meeting with Sawston Neighbourhood Plan group and a Local Planner on the 28 Feb at 7.30pm regarding the new housing development and which boundary it falls within. Debate and actions if required.
<b>0218/12</b>	<b>Speeding Traffic.</b> To receive update from Cllr Walker regarding speeding evidence.
<b>0218/13</b>	<b>LHI Application For Speeding Traffic 2018/2019.</b>

	<p>The Council have been contacted by Highways to discuss the disadvantages of a single raised crossing originally applied for; the Council have agreed to revise their application to include a bolt-down speed control system for Babraham High Street. Further update if available.</p>
<b>0218/14</b>	<p><b>Improvements To White Lining And Renewing The 'Slow' Sign.</b> Update.</p>
<b>0218/15</b>	<p><b>Pocket Park Lease.</b> Update if available. This lease officially ended on the 9th April 2017 (currently running over on a 'periodic tenancy'). Do members wish to renew the lease? Debate, actions and decision.</p>
<b>0118/16</b>	<p><b>Leasing Of Babraham Sports Field.</b> Update if available.</p>
<b>0218/17</b>	<p><b>Community Gathering.</b> Working party to feedback ideas. Discussion and decision required.</p>
<b>0218/18</b>	<p><b>Grass Cutting And Maintenance Contract.</b> Council to consider whether there is a place in Babraham where cuttings could be left to compost, or a place where bags of cuttings could be left discretely out of the way until enough has been accumulated for a skip to be used (access for a skip would be needed). Discussion and decision required.</p> <p>The contract has been updated and CGM, Luke Hamill Landscapes, Brookfield Groundcare, Truelink Landscaping, Rejuvenate Handyman Services, East Cambs Council have been contacted. Deadline 23<sup>rd</sup> February ready for discussion and decision at the March meeting.</p>
<b>0218/19</b>	<p><b>Dog Bin Emptying.</b> To consider erecting another bin or emptying more frequently, based on the current use of the bins. Discussion and decision required.</p>
<b>0218/20</b>	<p><b>Transparency Fund.</b> The following equipment has been purchased for the Council through the fund:</p> <ul style="list-style-type: none"> <li>• HP Laptop £329.99</li> <li>• Microsoft Software £209.99</li> <li>• Scanner £99</li> </ul> <p>£106.66 VAT to be reclaimed from the total. AVAST has been added to the laptop for free. Please note the equipment is automatically insured by AXA (portable office equipment up to £5000).</p>
<b>0218/21</b>	<p><b>Parish Council Email Addresses.</b> Have all councillors set up their new email addresses? Can the noticeboard and website be updated?</p>
<b>0218/22</b>	<p><b>Allotments for Babraham.</b> Providing allotments for Babraham. The council have the power to do this but would require land. Discussion and decision required.</p>

0218/23	<p><b>Play Area.</b> Discussion about the possibility of providing a play area for Babraham. CAPALC would advise to engage in some form of community consultation if a play area were to be provided. Decision required.</p>
0218/24	<p><b>GDPR.</b> General Data Protection Regulations update.</p>
0218/25	<p><b>Lorries Parking Overnight In Entrance To Oak Lane</b> Only the Police who have powers to enforce and this would only be if there is a Traffic Regulation Order (TRO), such as double yellow lines, to prevent Parking/HGV's (weight Limit) or it is deemed by them to be an obstruction or dangerous parking. Debate, action and decision if needed.</p> <p><u><b>To consider other matters.</b></u></p>
0218/26	<p><b>Dog Fouling Along Church.</b> Clerk has contact SCDC for advice. You can report dog fouling here: <a href="https://www.scams.gov.uk/form-type/report-it">https://www.scams.gov.uk/form-type/report-it</a> SCDC will prosecute provided they have the evidence and the offender can be identified. Suggested additional signage near the areas affected and an article in the Parish Magazine outlining the consequences may help.</p>
0218/27	<p><b>Litter Issues After Recent Storms.</b> It was reported that there were litter issues within the Close for a number of weeks after a recent major storm. Where does responsibility lie? Debate, actions and decision if required.</p>
0218/28	<p><b>Layby Potholes.</b> It has been reported that the potholes are becoming large in the layby. You can report Highways issues here (a photo is always useful to include): <a href="https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults/">https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults/</a></p>
0218/29	<p><b>Inconsistent Signage.</b> It has been reported that some of the signage within the village is confusing. Are the signs needed and who is responsible for them? Debate, actions and decision, if required.</p>
0218/30	<p><b>Cambridge Local Plan and South Cambridgeshire Local Plan: Main Modifications Consultation.</b> These plans set out how the development needs in the area will be met up to 2031. Comments can be made between 9am 5/01/2018 until 5pm 16/02/2018. Do members wish to comment? Decision required.</p>
0218/31	<p><b>Community Engagement Policy.</b> Circulated prior to the meeting. Do Councillors wish to adopt or make amendments? Discussion and decision required.</p>
0218/32	<p><b>Internal Audit Review 2017/2018.</b></p>

	<p>To consider using the services of Auditing Solutions Ltd again. They expect to cost no more than the previous year. Decision required.</p> <p><b><u>Finance.</u></b></p>
<b>0218/33</b>	<p><b>Unity Trust Bank.</b> Money has been successfully transferred from Barclays to Unity. We are now using cheques through Unity Trust Bank until Councillors confirm they are set up for internet banking.</p>
<b>0218/34</b>	<p><b>Barclays Bank Account Closure.</b> Letter has been sent confirming the closure of the bank accounts and remaining balance to be transferred into Unity Trust Accounts.</p> <p><b>Receipts.</b></p>
<b>0218/35</b>	<p><b>Payments.</b> Please can members authorise payments for February? A full schedule will be circulated at the meeting. Two signatories sign each invoice as per the auditor's recommendation.</p>
<b>0218/36</b>	<p><b>Balances And Bank Reconciliation.</b> Reconciliation and balances held as of 31<sup>st</sup> January '18 to be presented at meeting.</p>
<b>0218/37</b>	<p><b>Precept 2018/2019.</b> SCDC acknowledge the Council's precept request.</p> <p><b><u>Planning.</u></b></p>
<b>0218/38</b>	<p><b>Planning Applications.</b> None.</p>
<b>0218/39</b>	<p><b>Planning decisions.</b> <b>S/3994/17/LB</b> The replacement of existing roof slates with new roof slates at Clock Cottage, High Street, Babraham, Cambridge, Cambridgeshire, CB22 3AG Applicant: Mr David Jones. 9.01.2018 <b>Refusal</b> of listed buildings consent.</p>
<b>0218/40</b>	<p><b><u>Correspondence.</u></b></p>
<b>0218/41</b>	<p><b>Items to report and inclusion in the next meeting.</b></p> <p><b>Date of next meeting 8<sup>th</sup> March 2018 at 7:30pm.</b></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>

Signature *SBramley* 2<sup>nd</sup> February 2018.

Samantha Bramley Clerk/RFO. 83 Fulbourn Road, Teversham, CB1 9AJ.